



**BOARD OF TRUSTEES
MEETING**

April 5, 2021

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING AGENDA
April 5, 2021 5:30 p.m.
<https://zoom.us/j/96443118697>**

		Action ¹	Discussion	Information
1.	CALL TO ORDER			
2.	PUBLIC COMMENT			X
3.	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		
4.	*APPROVAL OF MINUTES	4 Votes		
5.	TREASURER'S REPORT AND FINANCIAL REPORT	Simple Majority		
6.	ACCEPTANCE OF BIDS	4 Votes		
7.	UNDERWRITING PROPOSAL	4 Votes		
8.	U.S.D.A. GRANT RESOLUTION	4 Votes		
9.	FACULTY PROMOTION IN RANK	4 Votes		
10.	COVID-19 UPDATE			X
11.	*PERSONNEL A. Intention to Re-employ Administrators B. Intention to Re-employ Full-Time Faculty C. Appointment	4 Votes		
12.	BOARD PRESIDENT'S REPORT			X
13.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
14.	PRESIDENT'S REPORT			X
15.	ADJOURNMENT	4 Votes		

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 5, 2021**

AGENDA ITEM 1: CALL TO ORDER

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

4/5/2021

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 1, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 2: PUBLIC COMMENT

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

4/5/2021

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Section 2, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 3: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the April 5, 2021 Board of Trustees meeting.

4/5/2021

East Central College

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Section 3, Page 1

Agenda Item 3: Approval of Agenda

Consent Agenda Items for April 5, 2021:

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 5, 2021**

AGENDA ITEM 4: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the March 8, 2021, public meeting of the Board of Trustees.

Attachment

4/5/2021

East Central College

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Section 4, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, March 8, 2021**

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 – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker and Interim Vice President of Student Development Paul Lampe; Faculty – Faculty Association President Reg Brigham, NEA Secretary Coreen Derifield; Other Staff – Health Science Dean Nancy Mitchell, Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Director of the Rolla Campus Christina Ayres, Communications & Marketing Director Gregg Jones, Director of Information Technology Doug Houston, Coordinator of Campus Life & Leadership Carson Mowery, Professional Staff Association President Jenny Kuchem, Classified Staff Association President Hannah Masek, and Executive Assistant to the President Bonnie Gardner; Students – Student Government Association Chief Recording Officer Malaina Mastin and President Jenna Meintz.

RECOGNITION OF GUESTS: Elena Cruz of *The Missourian* and Brandi Grindel, Radiologic Technology clinical director at the Rolla Technical Center, were in attendance.

The meeting was held via Zoom due to the current COVID-19 pandemic and social distancing recommendations. The Zoom link was included on the published agenda.

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 March 8, 2021 meeting of the Board of Trustees.
Motion by Cookie Hays; Seconded by Eric Park; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the February 1, 2021 regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Dr. Bauer presented the financial statements and noted that local revenue is up slightly over last year. The interfund and indirect transfers reflect reimbursements received from the federal COVID relief packages.

Motion: To **approve** the treasurer’s report, the financial report, and the payment of bills subject to the annual audit.
Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously

CHAPTER ONE BOARD POLICY & PROCEDURES REVISIONS: Dr. Bauer highlighted the changes made following the March Board meeting. He also reminded the Board of the policy review schedule which calls for chapters two and three to be reviewed this academic year; chapters four and five will be reviewed next year.

Motion: To **approve** revisions to Chapter One of Board Policy & Procedures as outlined in the attached document.

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

NEW BOARD POLICY – 5.50 COLLEGE CLOSURE: Dr. Bauer indicated the policy provides for college closure in the case of an emergency. This policy was reviewed at the March meeting and is now presented for adoption.

Motion: To **approve** Board Policy 5.50 College Closure as outlined in the attached document.

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

RADIOLOGIC TECHNOLOGY PROGRAM: Dr. Bauer noted that costs for the Radiologic Technology program have been reviewed carefully and a detailed memo regarding projected expenses and revenue was sent to the Board prior to the meeting. A third tuition tier is being recommended for the program that will include in-district tuition at \$200 per credit hour and out-of-district tuition at \$300 per credit hour. Course fees have also been established to cover consumables in each course. These rates are less than students are currently paying through the Rolla School District. Dr. Bauer indicated the Rolla School District is providing the facility at no cost for the first two years and expressed appreciation to the district for coordinating with the college to serve students in the best manner possible. A few pieces of equipment will be retained by Rolla due to the funding stream for purchase; this equipment will be leased by the college.

The cost for replacing equipment retained by the Rolla district was questioned. It was noted that when replacement equipment is required, it would be purchased using vocational enhancement funds which would provide 75% of the cost. Also, other grants (such as the U.S.D.A. workforce development grant) would be pursued to minimize costs to the college.

It was questioned whether the tuition revenue might not cover the costs based on the composition of the class (in-district vs. out-of-district) or the size of the first-year class. Dr. Bauer noted that historical data was used to determine the projected classes. Historically, the students have been one-third in-district and two-thirds out-of-district. That was the model assumed for the revenue scenarios.

Motion: To **approve** tuition and fees for the Radiologic Technology Program effective for the 2021-22 academic year as outlined in the attached memorandum.

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

COVID-19 UPDATE: Over the last five weeks, new student COVID cases have been averaging just over two per week. No employees are currently quarantined or isolated. The mask & meeting protocols remain in place through the end of the semester. A ten-day quarantine period (rather than 14 days) for close contacts was adopted on February 24. All four sports are competing this semester. Until March there have been no spectators. This month a limited number of socially distanced spectators in family pods will be allowed. The outdoor venues will have designated areas for family groups to watch without a mask, but masks must be worn outside those designated spaces.

Round three of federal funding will likely become law within a week. Funds will be allocated for institutional use as well as for student grants. The awards for higher education will be greater than in round two and must be split evenly between the institution and the student grants.

PERSONNEL: The Board **approved** the appointment of Lindsay Riegel as Advisor, Early College & Admissions effective June 1, 2021, with an annual salary of \$36,786.

BOARD PRESIDENT’S REPORT: Board President Ann Hartley did not have a report.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham indicated he had no report.
- B. ECC-NEA:** ECC-NEA Secretary Cori Derifield noted the NEA is planning to subsidize a professional photo opportunity for faculty before the end of the semester. Members will pay a small fee to participate. Nominations are being accepted now for next year’s executive council positions. Bargaining continues.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported that Lisa Farrell presented at the Missouri Open Educational Resources symposium. Institutional Resources is hosting “60 Minutes with Data” sessions. Topics include revealing institutional strengths, institutional data in the Fact Book, and results of the ModernThink employee survey.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association President Hannah Masek reported that Denim Days have raised \$140 for ABILITY, \$110 for Franklin County CASA, and \$125 (to date) for Honor Flight.
- E. Student Government Association:** Student Government President Jenna Meintz stated that a virtual scavenger hunt is in process, as well as Women’s History Month activities and a photo contest.

PRESIDENT’S REPORT: Dr. Bauer reported that the Early College Academy is nearing completion of the first year with 12 Union High School students participating. Washington and St. Clair will be joining the program next year providing the potential for 72 students on campus. Other districts are expected to follow in the 2022-23 academic year. A report will be provided at the June meeting after the completion of the first academic year.

Multiple ceremonies are being planned for this year’s commencement on the weekend of May 15. The 2020 graduates have been invited to participate. Preliminarily, there will be three ceremonies on May 15 and two on May 16 with AEL graduation on a weeknight preceding them. All ceremonies will incorporate social distancing with masks and will be in the gym with six guests per graduate.

Spring census headcount is down 4.5% over last year at census date; credit hour enrollment is down 0.9%. Across the country, community colleges have seen significant enrollment declines in the fall and spring semesters. First-time ECC enrollment has increased, but there were fewer continuing students and transfer-in students. Loss of enrollment and loss of state aid are two areas where guidance is pending regarding whether federal COVID funds can be used to offset revenue decline.

The Governor has recommended flat funding for higher education in the FY22 state budget. The House committee recommends an increase, and local legislators indicate an increase is possible.

As a result of the 2018 legislative change related to community college bachelor’s programs, St. Louis Community College and Ozarks Technical College have been approved by the Coordinating Board for Higher Education to offer a respiratory therapy program. Approval is still needed from

the Higher Learning Commission and the accrediting body. There is a rigorous process to obtain state approval. Colleges must demonstrate a community need for the program and certify there are no comparable bachelor's degree programs in the region.

ADJOURNMENT:

Motion: To **adjourn** the March 1, 2021, public meeting of the Board of Trustees and **enter** into executive session per RSMo2004, Section 610.21 (3) Personnel and (2) Real Estate at 6:42 p.m.

Motion by Joseph Stroetker; Seconded by Cookie Hays.

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

<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

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 5: 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.

Attachments

4/5/2021

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Section 5, Page 1

East Central College
Statement of Net Assets for all Funds
As of February 28, 2021 and February 29, 2020

ASSETS	<u>2/28/2021</u>	<u>2/29/20</u>
Current		
Cash	9,287,546	9,961,764
Investments	801,329	862,164
Receivables, net		
Student	589,886	602,008
Federal & State agencies	2,843,226	895,175
Other	198,756	167,662
Inventories	156,006	196,451
Prepaid expenses	222,920	199,066
Total Current Assets	<u>14,099,669</u>	<u>12,884,290</u>
Non-Current Assets		
Other Assets	233,037	427,449
Capital Assets (net)	40,568,811	42,318,009
Total Non-Current Assets	<u>40,801,848</u>	<u>42,745,458</u>
Total Assets	<u>54,901,517</u>	<u>55,629,748</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	<u>5,391,728</u>	<u>7,235,763</u>
Total Assets and Deferred Outflow of Resources	<u><u>60,293,245</u></u>	<u><u>62,865,511</u></u>
LIABILITIES		
Current Liabilities		
Accounts Payable	33,556	26,729
Accrued Wages & Benefits	244,161	232,053
Unearned Revenue	91,505	124,231
Due to Agency Groups	447	100,176
Accrued Interest	0	9,257
Total Current Liabilities	<u>369,669</u>	<u>492,446</u>
Non-Current Liabilities		
USDA Loan	575,000	675,000
Bonds Payable	8,313,037	9,549,412
Premium on Sale of Bonds	541,773	644,171
Net Pension Liability	14,113,215	14,443,812
Compensated Absences	704,381	574,296
Post Employment Benefit Plan Payable	1,159,868	962,138
Johnson Control Performance Contract	1,075,902	1,129,694
United Bank of Union	1,800,000	1,900,000
Total Non-Current Liabilities	<u>28,283,176</u>	<u>29,878,523</u>
Total Liabilities	<u>28,652,845</u>	<u>30,370,969</u>
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	<u>3,723,756</u>	<u>4,333,443</u>
NET ASSETS		
Investment in Capital Assets, net	37,239,423	35,766,122
Restricted for Debt Service	-44,894	106,931
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	10,170,055	8,993,243
All other Funds	-21,207,940	-18,465,197
Total Net Assets	<u>27,916,644</u>	<u>28,161,099</u>
Total Liabilities, Deferred Inflow of Resources and Net Assets	<u><u>60,293,245</u></u>	<u><u>62,865,511</u></u>

East Central College
Statement of Activities
General Fund

As of February 28, 2021 and February 29, 2020

	For the Fiscal Year Ending June 30, 2021			For the Fiscal Year Ended June 30, 2020			
	Current FY Budget	Feb 28, 2021 Month end	Current FY Year-To-Date	Prior FY Budget	Feb 29, 2020 Month end	Prior FY Year-To-Date	Prior Year FYE
Revenues:							
Local Revenue	6,977,522	218,336	6,670,864	6,700,000	163,592	6,419,614	6,846,432
State Revenue	4,382,100	460,235	3,247,234	5,257,661	424,015	3,392,118	4,414,059
Federal Revenue		-		-		425	425
Tuition and Fees	5,888,328	35,003	6,078,464	6,501,424	116,775	6,091,466	6,195,071
Interest Income	50,000	3,881	40,963	55,078	6,184	50,565	88,550
Gifts and Grants	50,000	-	102,273	387,925	1,678	341,401	426,943
Miscellaneous Revenue	50,000	2,494	23,300	75,000	3,822	33,707	51,587
Transfers-Interfund & Indire	-	4,722	588,283	-	-	2,620	308,400
Transfer Federal Programs	-	-	-	-	-	-	-
Total Revenues	17,397,950	724,671	16,751,381	18,977,088	716,066	16,331,916	18,331,467
Expenses:							
Salaries	9,804,182	773,545	6,473,572	10,359,668	770,044	6,395,937	9,985,559
Benefits	3,362,560	305,241	2,266,044	3,475,779	283,295	2,204,680	4,631,870
Contractual Services	930,000	21,507	732,400	691,367	17,891	754,656	898,626
Current Expenses	800,000	23,746	743,151	1,343,505	54,135	509,438	835,153
Travel	175,000	4,233	43,642	253,123	16,212	151,057	161,135
Property & Casualty Insuran	202,000	-	203,273	202,000	-	198,771	198,771
Vehicle Expense	15,000	828	2,176	16,640	63	4,775	6,772
Utilities	628,507	39,443	313,948	571,370	40,700	310,821	497,075
Tele/Communications	225,855	17,210	147,104	225,855	14,156	139,600	212,933
Miscellaneous	400,000	17,448	209,991	588,678	17,114	233,450	320,466
Foundation Paid Expense	2,000	1,016	12,759	-	202	1,116	2,547
Clearing Account	1,000	-	80	-	(72)	143	-
Scholarship Expense	75,000	47,784	107,660	11,200	38,599	68,132	91,961
Faculty Development	10,000	-	1,103	25,000	2,670	10,310	26,650
Instit. Match for Grants	75,000	-	35,853	74,100	-	-	32,662
Commitment to ABE	20,000	-	-	20,000	-	-	23,432
Instit. Commit.to Fine Arts	6,175	-	-	6,175	-	-	6,175
Instit. Commit.to Word & M	3,040	-	-	3,040	-	-	-
Capital	50,000	2,658	183,760	15,527	15,546	17,547	36,262
Interfund Transfers	18,400	-	-	18,400	-	-	-
Debt Princ & Interest	300,000	50,443	184,909	272,657	51,381	196,510	272,188
Total Expenses	17,103,719	1,305,102	11,661,425	18,174,084	1,321,936	11,196,943	18,240,237
Revenue over Expenses	294,231	-580,431	5,089,956	803,004	-605,870	5,134,973	91,230

East Central College
Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of February 28, 2021 and February 29, 2020

	For the Fiscal Year Ending June 30, 2021		For the Fiscal Year Ended June 30, 2020	
	Feb 28, 2021	FY 2021 Year-To-Date	Feb 29, 2020	FY 2020 Year End
Operating Revenues:				
Student Tuition & Fees	34,021	7,151,566	119,796	7,238,496
Federal Grants & Contracts	204,199	4,356,913	2,004,804	4,998,215
State Grants & Contracts	-143,246	169,080	159,894 #	510,903
Auxiliary Services Revenue	34,599	933,988	55,955	1,077,582
Other Operating Revenue	45,820	238,789	7,707	417,250
Total Operating Revenue	175,393	12,850,336	2,348,156	14,242,446
Operating Expenses:				
Salaries	858,720	7,234,045	862,153	7,142,006
Benefits	330,764	2,477,474	306,957	2,403,057
Purchased Services	100,107	1,185,501	163,213	1,244,300
Supplies & Current Expenses	77,189	2,065,088	112,954	1,762,951
Travel	8,121	43,101	28,555	166,630
Insurance	-	221,777	-	215,539
Utilities	64,876	523,891	63,718	530,624
Other	6,233	65,470	10,311	94,061
Depreciation	196,378	1,391,498	162,360	1,323,639
Financial Aid & Scholarship	112,730	3,405,224	2,101,586	5,173,216
Foundation Paid Expense	1,341	16,277	902	1,816
Total Operating Expenses	1,756,459	18,629,346	3,812,709	20,057,839
Operating (Loss)/Gain	-1,581,066	-5,779,010	-1,464,553	-5,815,393
Non-Operating Revenues (Expenses):				
State Appropriations	460,235	3,247,234	424,015	3,392,118
Tax Revenue	269,550	8,235,635	201,966	7,925,449
Interest Income	4,594	49,229	7,062	57,673
Gain/Loss on asset disposal	-	-	-	-
Principal & Interest on Debt	-171,390	-398,640	-20,621	-401,015
Total Non-Operating Revenue (Expense)	562,989	11,133,458	612,422	10,974,225
Increase in Net Assets	-1,018,077	5,354,448	-852,131	5,158,832

**East Central College
Investments
As of February 28, 2021**

<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> 1024017649	6/15/2020	6/15/2021	12 Months	0.70%	\$ 400,075.54
1024017375	5/15/2020	5/15/2021	12 Months	0.80%	\$ 397,235.94
ECC Total Invesments					\$ 797,311.48

2021

Total Cash Accounts	\$ 9,287,546.07
Certificates of Deposit	\$ 797,311.48
	<u>\$ 10,084,857.55</u>

2018 (December)

Total Cash Accounts	\$ 5,641,944.00
Certificates of Deposit	\$ 395,489.63
	<u>\$ 6,037,433.63</u>

**East Central College
Pledged Securities
As of February 28, 2021**

Farmers & Merchants

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

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			<u>\$ 5,081,154.55</u>

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			<u>\$ 790,000.00</u>

* 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, 2021**

The Board of Trustees, including the Treasurer, has access to records necessary to confirm check payments have been issued in accordance with the policies and procedures of the Junior College District of East Central Missouri (East Central College), in compliance with the appropriation granted by the Board of Trustees as defined in the FY21 budgets.

Total amount of checks dispersed from February 1, 2021 through February 28, 2021, is reported at \$1,285,317.34

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 6: ACCEPTANCE OF BIDS

Recommendation: To **approve** the purchase and installation of 20 ELKAY bottle filling stations from Royal Papers, St. Louis, MO, at a total cost of \$29,450 to be reimbursed through Federal COVID funds.

Recommendation: To **approve** the purchase of 25 infrastructure switches from the state-negotiated Dell purchasing contract to improve the bandwidth capabilities of the ECC network at a cost of \$130,510 to be reimbursed through Federal COVID funds.

Attachments

4/5/2021

Section 6, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 6502

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Memo

To: Dr. Jon Bauer, President

From: Melissa Popp, Purchasing Manager *MP*

Cc: Tot Pratt

RE: Bottle Filling Stations

The recommendation is to purchase 20 ELKAY bottle filling stations from Royal Papers, St. Louis, MO for \$29,450.00. The bottle filling stations will be installed throughout the Union campus. Below is the breakdown of the cost.

Qty	Item	Description	Price	Total
4	EZWS-ERP88-RF	Retrofit Bottle Filling station with swirl flow, non-filtered, refrigerated. Requested 4 units for BH 1 st & 2 nd Floors, HS 1 st & 2 nd Floors.	1,845.00	7,380.00
16	EZS8WSLK	Bottle filling station with single ADA cooler, non-filtered, refrigerated.	1,145.00	18,320.00
1	INSTALLATION	Remove Existing units and reinstall new units to manufacturers standards. Assumes all shut off valves are in working order. Repairs to be made by ECC		3,750.00
		Total Hardware & Labor Cost		\$29,450.00

Per policy 4.6.3, the bottle filling stations are being purchased off a competitively bid purchasing cooperative contract through TIPS (The Interlocal Purchasing System). The contract is awarded to AFFLINK LLC, which uses Royal Papers as a reseller for their products. Pricing is per TIPS contract number 200106.

The project will be funded as a COVID expense.



Interoffice Memorandum

To: Dr. Jon Bauer
From: Doug Houston
Subject: Purchase of Infrastructure Switches for HH and Rolla
Date: March 26, 2021

It is my recommendation that the Board of Trustees accepts and approves an equipment purchase from the state-negotiated Dell purchasing contract in the amount of \$130,510.00 for 25 infrastructure switches. The equipment cost would be spent out of Covid grant funds (50-71080-7025-00).

This equipment will be used to upgrade older switches in HH and Rolla North to enhance and improve the bandwidth capabilities of the ECC Infrastructure to better handle distance learning and Wi-Fi connectivity

The installation of the new equipment will be accomplished by East Central College IT staff before the Fall 2021 semester.

Item		College Outlay
15 Dell Switches for HH	\$81,450.00	
10 Dell Switches for Rolla (North/RTC)	\$49,060.00	
Total		\$130,510.00

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 7: UNDERWRITING PROPOSAL

Recommendation: To **engage the services** of Piper Sandler & Co. to provide underwriting services related to East Central College's existing general obligation debt and the potential for a future bond issue for capital improvements.

Attachments

4/5/2021

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 7, Page 1

BOARD MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: JON BAUER, PH.D.

SUBJECT: UNDERWRITER

DATE: MARCH 31, 2021

CC:

This memorandum serves as a recommendation to engage the services of Piper Sandler & Co. to provide underwriting services related to East Central College's existing general obligation debt and the potential for a future bond issue for capital improvements.

Piper Sandler has extensive experience working with public clients, including those in public higher education in Missouri. Discussions with clients who have used the firm have been very positive.

Following a Request for Qualifications (RFQ), four firms responded:

- Piper Sandler, Clayton, MO
- L.J. Hart & Company, St. Louis, MO
- Raymond James, Kansas City, MO
- Stifel, Nicolaus & Company, St. Louis, MO

One of the considerations for the selection of an underwriter is the fee (Underwriter's Discount). Piper Sandler proposes an Underwriter's Discount of \$3.49/\$1,000 of issuance, or .349%. This was the lowest of fees proposed. Fees proposed by other firms ranged from .45% to 1.85%.

However, fees are only one consideration. The selection of an underwriter is also based on quality of service and experience. The entirety of the RFQ response and the information provided by previous clients indicates that Piper Sandler is well qualified to provide the services needed by the college.

Preliminarily, Piper Sandler estimates that the college could issue approximately \$24-27 million in debt, subject to voter approval, while maintaining the current debt service levy. This is an important consideration before we make any decision whether to pursue a bond issue for capital improvements and, if so, how much to propose. As noted, any proposal will need to be structured within the parameters of the existing debt, which will otherwise be retired in 2026.

The attached proposal includes additional information from Piper Sandler. Once the firm is approved, we will begin working on a detailed analysis of existing debt, current and future needs of the college, and a plan for consideration by the Board of Trustees.

East Central College

Response to Request for Qualifications for Underwriting Services



Chris Collier
Managing Director
314-726-7535
chris.collier@psc.com

Hannah Draper
Analyst
913 345-3302
hannah.draper@psc.com

Dr. Jon Bauer
 President
 East Central College
 1964 Prairie Dell Road
 Union, Missouri 63084

February 19, 2021

Dear Dr. Bauer,

On behalf of Piper Sandler Companies, thank you for the opportunity to respond to College's request for qualifications for underwriting services. Piper Sandler & Co. is a regionally based full service investment banking firm that prides itself in offering clients local financing expertise supported by a national platform. The following are key advantages of working with Piper Sandler:

- **Firm Experience in Missouri:** Piper Sandler has assisted hundreds of Missouri local government entities, including cities, counties, school districts, utility districts, and community colleges, with a wide range of financing needs over the last twenty-five years.
- **Nationally Ranked as a Leading Underwriter:** Piper Sandler is a NYSE publicly traded independent investment bank and consistently ranks among the top underwriters in the nation and the Midwest, as shown later in our response.

As COVID-19 disrupted the municipal bond markets in late March until May, Piper Sandler continued our focus on serving our clients, as seen in our 2020 underwriting and placement agent rankings. Piper Sandler negotiated and placed 850 issues in 2020 (ranking 2nd in the nation), and ranked number five by par amount (with over \$19 billion).

**National Senior Managed
 Negotiated and Direct Placement Financings
 Ranked by Number of Issues
 2020**

Rank	Firm	# of Issues
1	Stifel Nicolaus & Co Inc	900
2	Piper Sandler & Co	850
3	RBC Capital Markets	642
4	D A Davidson & Co	585
5	Raymond James	574
6	Robert W Baird & Co Inc	520
7	Citi	388
8	BofA Securities Inc	369
9	J P Morgan Securities LLC	348
10	Morgan Stanley	207

**National Senior Managed
 Negotiated and Direct Placement Financings
 Ranked by Par Amount
 2020**

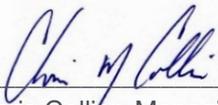
Rank	Firm	Par Amount (US\$ mil)
1	BofA Securities Inc	46,917.9
2	Citi	41,610.3
3	J P Morgan Securities LLC	34,370.9
4	RBC Capital Markets	28,616.0
5	Morgan Stanley	25,004.4
6	Wells Fargo & Co	19,583.0
7	Piper Sandler & Co	19,051.2
8	Goldman Sachs & Co LLC	18,345.9
9	Stifel Nicolaus & Co Inc	18,243.6
10	Barclays	17,875.0

- **Access to All Types of Institutional Investors:** The Fixed Income Institutional Sales force of Piper Sandler has locations throughout the country, including Kansas City, St. Louis, Boston, Chicago, Charlotte, Denver, Houston, Philadelphia, Minneapolis, New York, Portland, San Francisco and Seattle. Our institutional sales capability is unsurpassed in our region with access to numerous insurance companies, mutual funds, corporations, money managers and trust departments. Our National Municipal Group and Middle Markets Group cover virtually all types and sizes of high net worth retail and institutional investors of municipal bonds. Furthermore, our firm has unparalleled distribution capability to many of the smaller and medium-sized institutional investors in Missouri.
- **Missouri Focused Distribution:** Piper Sandler serves 74 accounts within St. Louis area and 83 accounts within the Kansas City area. In addition, 167 accounts are served within eastern Kansas and northern Arkansas, and 64 accounts in southern Illinois, western Kentucky, and western Tennessee, including the Memphis area. **This combined regional coverage of 388 accounts** enables Piper Sandler's middle market sales focus to provide a distinct advantage because the size of our sales force and its deep regional footprint allows us to reach investors not given the same attention by other firms. This unique distribution will benefit the College by increasing local investor demand, and driving down interest rates.
- **Experienced, Local Project Team:** Chris Collier will be the primary banker assigned to the College for Piper Sandler, and has 21 years of experience in the municipal bond business. Hannah Draper will provide analytical support for the transactions out of the Firm's Kansas City office. Chris focus their practice on serving Missouri issuers, and operate out of Piper Sandler's St. Louis office.
- **Experience with Bond Referendums:** Piper Sandler has extensive experience working with Missouri issuers on successful bond referendums. From the initial discussions with the public, to assisting with the data to help build the communication with potential voters, Piper Sandler will be of assistance throughout the process.

As detailed in the attached proposal, Piper Sandler has highlighted different funding options available to the College which will allow for the issuance of bonds to fund the projects listed within the RFQ, structured as to not increasing the College's tax levy. Depending on the approach taken, we estimate that the College could issue between \$22.5 million and \$29.5 million of bonds while maintaining the current tax levy.

Whichever funding approach East Central College decides to take, Piper Sandler is uniquely qualified to work with the College and underwrite the bonds that best meet the needs of the College. We appreciate your consideration of our proposal. We look forward to the opportunity to work with the College on its upcoming financings. Please let us know if you have any questions or need any additional information.

Sincerely,



Chris Collier, Managing Director
314-726-7535
chris.collier@psc.com

Table of Contents

1. General Description of Firm and General Obligation Experience
2. Scope of Services and Sample Timeline
3. Proposed Underwriting Fee
4. References
5. Unique Qualifications
6. SEC Investigations and Litigation

Exhibit A – East Central College Debt Map

1. General Description of Firm and General Obligation Experience

Provide a general description of the firm, together with a specific description of the firm's experience as senior manager for general obligation bond issues, nationally and in the state of Missouri.

Our Firm

Founded in 1895 and headquartered in Minneapolis, Minnesota, Piper Sandler Companies (NYSE: PIPR) is a client-focused, full-service investment banking firm dedicated to delivering superior financial advice, transaction execution and investment products within selected sectors of the financial services marketplace. Piper Sandler is divided into two primary segments: 1) public finance and fixed income services, and 2) investment banking and equities. Public finance-related revenues account for approximately 33% of firm revenues, making it a key business line for Piper Sandler.

Ownership and Philosophy

Piper Sandler & Co. is a subsidiary and the primary operating entity of the holding company Piper Sandler Companies. Piper Sandler is regionally based, with offices primarily in the Midwest, Rocky Mountain, Southwest, Eastern and Pacific Coast states. Piper Sandler's 1,457 employees serve corporations, government, non-profit entities and institutional investors on an international basis. Piper Sandler is a national leader in our areas of focus.

Guiding Principles

Piper Sandler has a philosophy that emphasizes steady growth through financial strength, honoring a commitment to client service, and providing a quality work environment for its employees. These values are reflected in the company's guiding principles below.

We create and implement superior financial solutions for our clients. Serving clients is our fundamental purpose. We earn our clients' trust by delivering the best guidance and service. Great people working together as a team are our competitive advantage.

As we serve, we are committed to these core values:

- *Always place our clients' interests first*
- *Conduct ourselves with integrity and respect and treat others with respect*
- *Work in partnership with our clients and each other*
- *Attract, retain and develop a diverse group of the best people in a high-quality, inclusive environment*
- *Contribute our talents and resources to serve the communities in which we live and work*

Public Finance Services

The Piper Sandler public finance group is staffed by 146 investment bankers in 39 offices. Our investment bankers possess the understanding, knowledge and creativity needed to meet the capital needs of a diverse group of public sector, non-profit and for-profit debt issuers.

We are committed to and capable of meeting the financing needs of clients of all sizes. The public finance group is able to provide top-quality service to clients by having our investment bankers located strategically throughout the country. We are members of our local communities, which enables us to readily respond to our clients' requests.

Growing Public Finance Franchise

Piper Sandler has long been a leading underwriter of municipal bonds and our public finance group has continued to grow. Since the beginning of 2008, we have opened 19 new public finance offices and 14 new sales offices. Our public finance group has grown from 100 bankers in 20 office locations in 2008 to 146 bankers in 39 locations today.

Importance of Public Finance at Piper Sandler

The Piper Sandler public finance business is a longstanding, integral part of our capital markets participation. The current head of public finance, Frank Fairman, reports directly to our President, Deb Schoneman. Public finance-related revenues comprise a healthy portion of our overall firm revenues. For most bulge bracket banks, less than 1% of revenue comes from public finance. In 2020, Piper Sandler senior managed 1,036 issues (negotiated, competitive and private placements), demonstrating our municipal bond focus and satisfied client base (*Source: Thomson Reuters*).

Commitment to Public Finance in Missouri

In St. Louis, Missouri, Piper Sandler has two public finance and two sales professionals. In addition, Piper Sandler has nine public finance and three sales professionals in Kansas City, Kansas. In 2020, Piper Sandler ranked third in the state of Missouri for negotiated, competitive and placement transactions with 21 transactions.

Missouri Long-Term Transactions			
Ranked by Number of Issues			
Rank	Lead Manager	No. of Issues	Amount (\$MM)
1	LJ Hart & Company	123	494.3
2	Stifel Nicolaus & Co Inc	100	1,486.1
3	Piper Sandler & Co	21	198.1
4	Robert W Baird & Co Inc	16	226.0
5	TD Securities (USA) LLC	15	82.5
6	Morgan Stanley	11	1,212.9
7	McLiney & Co	10	13.7
8	Country Club Bank	8	42.7
9	J P Morgan Securities LLC	7	570.7
10	Raymond James	6	126.3

Source: Thomson Reuters

The public finance group is able to provide top-quality service to clients by locating our investment bankers strategically throughout the country. We are members of our local communities, which enables us to readily respond to our clients' requests.

Midwest

Piper Sandler has been a leading underwriter of municipal issues in this region since 1990. This is a direct result of our strong presence in the Midwest, including our headquarters in Minneapolis, and offices in Chicago, Des Moines, Kansas City, Lincoln, Milwaukee, Omaha and St. Louis. A total of 43 investment banking professionals work with a wide variety of clients in these and other states in the region in several specialty areas including housing, healthcare, higher education finance and state & local government, including school and special districts.

Midwest Long-Term Transactions			
Ranked by Par Amount			
Rank	Lead Manager	Amount (\$MM)	No. of Issues
1	Piper Sandler & Co	2,943.1	313
2	D A Davidson & Co	1,878.3	270
3	Stifel Nicolaus & Co	1,620.8	116
4	RBC Capital Markets	1,533.9	30
5	Morgan Stanley	1,150.8	11
6	J P Morgan Securities	1,029.7	13
7	BofA Securities Inc	860.9	12
8	Colliers Securities	834.5	73
9	Robert W Baird & Co	731.7	110
10	LJ Hart & Company	494.3	123

Source: Thomson Reuters

Midwest Long-Term Transactions			
Ranked by Number of Issues			
Rank	Lead Manager	No. of Issues	Amount (\$MM)
1	Piper Sandler & Co	313	2,943.1
2	D A Davidson & Co	270	1,878.3
3	LJ Hart & Company	123	494.3
4	Stifel Nicolaus & Co	116	1,620.8
5	Robert W Baird & Co	110	731.7
6	Northland Securities	88	459.7
7	Ameritas Invst. Corp	83	201.8
8	Colliers Securities	73	834.5
9	First National Capital	69	227.1
10	RBC Capital Markets	30	1,533.9

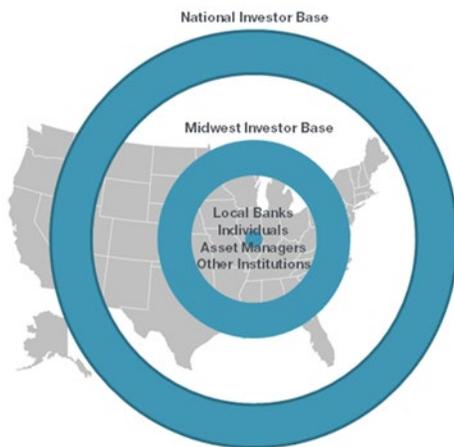
Source: Thomson Reuters

Reaching Local Missouri Investors

We believe the College is best served by engaging a firm that reaches the broadest array of investors possible for its financings, resulting in distribution to a diverse investor base that limits the ability of a limited number of repeat buyers to influence pricing of the College’s bond issue. Piper Sandler’s ability to reach firms across the investor spectrum creates the greatest pricing leverage for the College, allowing us to provide the following value-added distribution advantages to the College:

- ❖ **A premier underwriter of municipal bonds:** By pricing 10 to 15 transactions a week Piper Sandler is in the market daily providing up to the moment insight on market trends.
- ❖ **A premier national distribution network:** Piper Sandler provides the College access to key institutional investors across the country with one of the industry’s largest, regionally-based sales forces aligned to serve the specific needs of Tier 1, Tier 2 and Tier 3 investors, many of which are not covered by industry peers.
- ❖ **A premier Midwest distribution network:** Piper Sandler’s sales team provides coverage of **388 accounts in Missouri and the surrounding region**
- ❖ **A premier ability to generate a competitive bidding environment and seek the lowest borrowing cost:** Piper Sandler’s extensive relationships allow it to seek the lowest borrowing costs by:
 - *Expanding the potential investor base*
 - *Stimulating broad and diverse investor demand*
 - *Limiting Tier 1 investors’ ability to exercise structuring and pricing control*

We believe our presence in regional markets is one way we broaden the investor base for the College’s bonds, and is a key competitive advantage of working with Piper Sandler. Out of our 142 institutional sales representatives, 81 are focused on building strong relationships with smaller Tier 2 and Tier 3 institutional investors,



which include regional institutional investors, community banks, and money management firms serving individual investors (“professional retail”). In regard to the Missouri market for the College’s bonds, Piper Sandler covers the state with broad distribution in St. Louis and Kansas City, along with strong regional coverage in Kansas, Arkansas, Illinois, and Tennessee. Piper Sandler serves 74 accounts within St. Louis area and 83 accounts within the Kansas City area. In addition, 167 accounts are served within eastern Kansas and northern Arkansas, and 64 accounts in southern Illinois, western Kentucky, and western Tennessee, including the Memphis area. This combined regional coverage of 388 accounts enables Piper Sandler’s middle market sales focus to provide a distinct advantage because the size of our sales force and its deep regional footprint allows us to reach investors not given the same attention by other firms.

General Obligation Experience

Since January 1, 2016 Piper Sandler has completed 2,808 Senior managed General Obligation Bond issues with a total par of \$60,873,503,654. In the state of Missouri we have completed 31 issues with a total par of \$140,486,498.

Sale Date	Amount	Description
1/21/2021	\$3,075,000	City of Neosho, Missouri, Refunding Special Obligation Bonds, Series 2021
11/10/2020	\$4,060,000	Jackson County, Missouri, Special Obligation Refunding Bonds (Animal Shelter Project) Series 2020
10/22/2020	\$5,805,000	O’Fallon Fire Protection District, St. Charles County, Missouri General Obligation Refunding Bonds, Series 2020
9/29/2020	\$3,200,000	Southern Boone County Fire Protection District, Missouri, General Obligation Bonds, Series 2020

8/19/2020	\$532,695	Cass County, Missouri Neighborhood Improvement District Limited General Obligation Bond (Grand Oaks Farm Road Project), Series 2020
8/11/2020	\$17,200,000	Warrensburg R-VI School District, Missouri, General Obligation Bonds, Series 2020 (Missouri Direct Deposit Program)
7/28/2020	\$25,000,000	Joplin Schools, Missouri General Obligation School Building Bonds (Missouri Direct Deposit Program), Series 2020
7/8/2020	\$633,000	City of Lake Winnebago, Missouri, General Obligation Refunding and Improvement Bonds, Series 2020
10/22/2019	\$5,730,000	Warrensburg R-VI School District of Johnson County, Missouri, General Obligation Refunding Bonds (Missouri Direct Deposit Program) Series 2019
10/15/2019	\$4,810,000	City of Webster Groves, Missouri General Obligation Bonds, Series 2019
9/17/2019	\$1,600,000	Central Cass County Fire Protection District, Missouri, General Obligation Bonds, Series 2019
7/10/2019	\$600,000	City of Lake Winnebago, Missouri, General Obligation Bonds, Series 2019
10/24/2018	\$1,200,000	Johnson County Fire Protection District, Missouri, General Obligations Bonds, Series 2018
10/23/2018	\$6,385,000	Warrensburg R-VI School District of Johnson County, Missouri, General Obligation Refunding Bonds (Missouri Direct Deposit Program) Series 2018
8/7/2018	\$315,803	Johnson County, Missouri, Neighborhood Improvement District General Obligation Bonds (Forest Ridge Project) Series 2018
6/19/2018	\$18,400,000	MO Orchard Farm RV SD UTGO
6/6/2018	\$200,000	City of Lake Winnebago, Missouri, General Obligation Bonds, Series 2018
12/18/2017	\$24,925,000	MO Ladue SD UTGO Ref
8/10/2017	\$14,575,000	MO Lees Summit UTGO Ser A
7/18/2017	\$400,000	City of Lake Winnebago, Missouri, General Obligation Bonds, Series 2017
5/30/2017	\$1,840,000	Dolan and West Dolan Fire Protection District, Missouri, General Obligation Bonds, Series 2017
1/12/2017	\$12,000,000	MO St Peters UTGO
11/9/2016	\$3,035,000	City of Grain Valley, Missouri, Taxable Neighborhood Improvement District Limited General Obligation Bonds (Grain Valley Marketplace Project) Series 2016
11/1/2016	\$2,439,000	Miller County, Missouri, Miller County Nursing Home District, General Obligation Refunding Bonds, Series 2016
8/30/2016	\$302,000	City of Holden, Missouri, General Obligation Bonds, Series 2016
7/19/2016	\$950,000	City of Knob Noster, Missouri, General Obligation Bonds, Series 2016
7/11/2016	\$2,100,000	City of Weston, Missouri, General Obligation Bonds, Series 2016
6/22/2016	\$285,000	City of Lake Winnebago, Missouri, General Obligation Bonds, Series 2016
5/24/2016	\$1,407,000	Sikeston R-6 School District, Missouri, General Obligation Refunding Bonds, Series 2016
4/11/2016	\$36,575,000	School District of Columbia, Boone County, State of Missouri, General Obligation Refunding and Improvement Bonds, Series 2016
1/21/2016	\$16,170,000	City of St. Peters, Missouri, General Obligation Refunding Bonds, Series 2016

2. Scope of Services and Sample Timeline

Outline the scope of services to be provided by the firm provides, and a sample timeline for the District, based on selection by the District Board of Trustees.

General Scope of Services

When considering financing, we can assist in determining whether to issue its debt through: 1.) a traditional, negotiated public offering of bonds sold to institutional and retail investors or 2.) a private placement of bonds to a regional or community bank. It's important to work together to balance objectives, timing, and risk parameters with bank and institutional investor preferences. We pride ourselves on tailoring our finance plans to meet your objectives.

Depending on the capacity in which we would be acting, Piper Sandler would provide the following services as needed:

As Either an Underwriter or Placement Agent:

- Develop a financing plan for the bonds and assist you in determining the economic impact of the bonds;
- Complete financing due diligence;
- Organize the financing team;
- Assist with third party reports as necessary or desired by you;
- Provide advice concerning structure, timing, terms and other similar matters concerning the bonds, including recommendations as to maturities, interest rates, structure, rating, security, timing, and amount of proceeds needed to implement your project;
- Assist in making presentations to rating agencies as necessary with respect to the bonds;
- Evaluate and make recommendations concerning the use of available credit enhancements;
- Review and make comments with respect to sale documents, as applicable, including but not limited to authorizing bond resolutions, indentures, loan agreements, leases, feasibility studies and all other underlying documents relating to the bonds;
- Assist you in preparing for due diligence conducted by potential investors;
- Develop a sale schedule that incorporates all aspects of bringing bonds to market and arranging for a successful closing of the transaction;
- Negotiate the pricing, including the interest rate, and other terms of bonds;
- Provide a final schedule of debt service payments for bonds;
- Review and make comments with respect to closing documents prepared by Bond Counsel;
- Plan and arrange for the closing and settlement of the issuance and the delivery of bonds; and
- Other activities that are integral to the purchase and distribution of the bonds and activities integral to fulfilling the role of a placement agent or underwriter including under the antifraud provisions of the federal securities laws and the obligations of Piper Sandler under MSRB rules.

As an Underwriter:

- Assist in the preparation of the preliminary and final official statements to be issued by you relating to the bonds for final approval by you and your agents, including Bond Counsel;
- Develop a marketing plan for the offering, including identification of potential investors;
- Distribute preliminary and final official statements and other documents to a broad list of institutions, banks, trusts, insurance companies, professional investment advisors, and other prospective investors in bonds;
- For a public sale, if deemed appropriate by Piper Sandler and you, forming an underwriting group for the purpose of underwriting the bonds, and inform you as to the membership of any group so formed;
- Obtain CUSIP number(s) for bonds and arranging for their DTC book-entry eligibility as required;

As a Placement Agent:

- Consult with College in planning and implementing the placement of the bonds;
- Assist in reviewing any transaction/sales materials we mutually agree are beneficial or necessary to the consummation of the transaction;
- Identify potential investors and use our reasonable commercial efforts to assist in arranging sales of the bonds to those investors;
- Assist in negotiating definitive documentation with potential lender.

Sample Timeline for a Public Offering

The following is a sample timeline for a public offering, and can be shortened or extended to best meet the needs of the College. If the College decides to move forward with a private placement, then the timeline will be adjusted (downward) as needed. This also does not take into account the time and steps required to receive voter approval through a bond referendum, if that is the approach taken by the College.

Activity	Participants	Month 1				Month 2				Month 3			
		WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8	WK 9	WK 10	WK 11	WK 12
Organizational Meeting with Staff	PSC & College	●											
Conduct Detailed Analysis & Gather Information	PSC, BC	●	●	●	●								
Provide Initial Draft of Presentation to Staff for Review	PSC			●	●								
Meet with College Board to Present Financing Options	PSC					●							
First Draft of Bond Documents Circulated	BC		●	●	●	●							
Discuss Bond Documents and 1 st Draft of POS	PSC, College, BC					●	●	●					
College Board Approves Parameters Ordinance	College (PSC Attends)							●					
Receive Second Draft of POS	BC						●	●					
Pre-Rating Call & Presentation Preparation	PSC & College						●	●					
Rating & Due Diligence Call	PSC, College, BC & RA							●	●				
Receive Rating from Rating Agency	RA								●	●			
Print and Distribute POS	PSC & BC								●	●			
Respond to any Potential Investor Questions	PSC & College								●	●			
Pre-Pricing Conference Call	PSC & College									●	●		
Sell Bonds – Finalizing Pricing	PSC										●	●	
Finalize Bond Structure and Amortization	PSC & College											●	●
Finalize Documents and Print Official Statement	BC											●	●
Fund and Close	All Parties												●

● Pre-Marketing ● Marketing ● Pricing College = East Central College

PSC = Piper Sandler & Co. BC = Bond / Disclosure Counsel RA = Rating Agency

3. Proposed Underwriting Fee

Provide proposed total underwriting fee, including a break-out of all anticipated expenses, including fees for underwriter’s counsel, if any, as a percent of par and total dollars. All fees and expenses of the underwriter are contingent upon and shall be paid only upon consummation of the refunding financing.

In addition to delivering low interest rates, Piper Sandler will charge an aggressive underwriter’s discount to ensure the College receives the lowest all-in cost of financing at the time of sale. As listed below, Piper Sandler is proposing an Underwriter’s Discount of \$3.49 / \$1,000 (or 0.349%). This is below what the College has paid in the past, and more in-line with what other Missouri issuers are currently paying.

The Junior College District of East Central Underwriting Discount Comparison				
	Series 2012	Series 2015	Series 2016	Series 2021 (Proposed)
Par Amount	\$2,345,000	\$7,495,000	\$3,805,000	\$20,000,000
Underwriter's Discount (\$)	\$9,263	\$28,106	\$14,269	\$69,800
Underwriter's Discount (%)	0.395%	0.375%	0.375%	0.349%
Underwriting Firm	Stifel	GK Baum	GK Baum	Piper Sandler

This fee is all inclusive, and anticipates that Bond Counsel will also draft the offering statements and provide a 10(b)-5 opinion.

4. References

Provide three (3) references from Missouri issuers for which you have served as senior managing underwriter during the last two years. Provide the name, address and telephone number for each reference. Community college and/or public school district references are preferred.

Amy Rand, Vice President of Finance and CFO
 Crowder College Facilities Corporation, Missouri
 601 Laclede Ave
 Neosho, MO 64850
 417-455-5533
amyrand@crowder.edu



Don Chrusciel, Vice Chancellor of Finance and
 Administrative Services
 Kansas City Metropolitan Community College, Missouri
 3200 Broadway
 Kansas City, Missouri 64111
 816-604-1253
donald.chrusciel@mccckc.edu



Dr. Andy Kohl, Superintendent
Warrensburg R-VI School District of Johnson County,
Missouri
201 South Holden Street
Warrensburg, MO 64093
660-747-7823
akohl@warrensburgr6.org



5. Unique Qualifications

Provide a description of any unique qualifications of the firm that apply to the analysis of the District's existing and potential general obligation debt.

Piper Sandler has been working with Missouri municipal issuers for over 25 years. Our commitment to Missouri issuers, our unique distribution platform, and our extensive list of professionals dedicated to the College make Piper Sandler uniquely qualified to serve as the College's underwriter.

Experience with Bond Referendums

Given the College's desire to issue General Obligation bonds to fund the projects, the College will need to request and receive voter approval to issue the bonds. Piper Sandler has extensive experience working with Missouri issuers on successful bond referendums. Although the College has the resources and consultants to undertake the planning and promotional efforts required for a bond election, Piper Sandler is always ready and eager to assist with the process. Below is a summary of our philosophy, advice, and areas of assistance regarding bond elections.

The success or failure of a bond election is almost always tied to one overriding theme: "communication." It is incumbent upon all parties involved in the bond election to communicate all aspects impacted by the election in a clear and succinct manner.

The following factors are important to identify and address in the weeks and months leading up to a bond election:

- A thorough understanding of the facility needs and costs
- An understanding of the plan of finance required to implement the bond program to address the needs
- An understanding of the costs of operating the new facilities
- Involvement of a cross section of key members of the community throughout the decision making process (citizens' committees)
- Contact and communication among all groups
- Stimulation of active support in target groups
- Implementation of citizens' committees to assist in the evaluation and promotion process (committee often becomes a PAC)
- A board that is unanimous and united, if possible
- Clear communication to the public regarding the costs and benefits of the bond program via meetings with various civic groups and organizations
- Focus on requirements to meet the needs of the students
- Evaluate potential state funding opportunities
- Favorable comparisons to other community colleges

Piper Sandler will also coordinate with bond counsel to advise in the preparation of and appropriate action involving necessary orders, resolutions, notices, and ballots.

East Central College's Funding Options

We have reviewed the College's outstanding bonds and have provided some funding options available to the College to obtain the funds needed to complete the projects highlighted in the RFQ while also maintaining the College's outstanding tax levy that is dedicated to debt service. As highlighted in Exhibit A (East Central College's Debt Map) the College's outstanding bonds are noncallable (except the 2026 maturity issued in 2016). Missouri's law governing general obligation bonds prohibit issuers from extending the amortization of GO bonds. Therefore, the College has challenges to issuing additional GO bonds and not increasing the debt service tax levy. Without implementing some alternative financing structures, the College would not be able to issue additional GO bonds before 2025 and remain under the current tax levy. However, we have provided the following strategies to accomplish the goals of the College – issuing bonds before 2025 to obtain funding for needed campus improvements, while taking advantage of the College's existing debt service to receive voter approval to issue additional general obligation bonds in the future with a no-tax increase referendum.

Strategy One – Build in Extra Bond Authorization to Capitalize Interest

To issue GO bonds prior to 2025, the College could ask voters for a referendum to issue bonds with sufficient size to pay for costs of the projects, plus costs of issuance, plus funds to pay the interest on the bonds until 2026 (called “capitalized interest”). By capitalizing the interest on the bonds, the College will not be required to pay the debt service until the outstanding bonds are paid off. This will allow the College to issue bonds now, use proceeds to pay for projects, but structure the bonds to start amortizing after the outstanding bonds mature – resulting in a no-tax increase for the College.

As specified below, we estimate that the College could ask the voters for a \$26.0 million par amount bond issue, and receive over \$24.0 million of net proceeds for projects.

Year Ending 31-Dec	Assessed Valuation	AV Growth	Tax Levy	Revenues			Debt Service					Annual Excess	Fund Balance
				Taxes Collected (1)	Interest Income (2)	Total Revenues	Series 2006 Debt Service	Series 2015 Debt Service	Series 2016 Debt Service	Projected Series 2022 Debt Service (3)	Total Debt Service		
2019	1,767,069,595												
2020	1,859,792,196	4.99%	0.0839	1,529,158	0	1,529,158	465,000	954,500	110,400		1,529,900	(742)	(742)
2021	1,893,892,697	1.80%	0.0841	1,560,908	0	1,560,908	525,000	928,250	110,400		1,563,650	(2,742)	(3,483)
2022	1,974,383,137	4.25%	0.0841	1,627,247	0	1,627,247		926,625	681,700		1,608,325	18,922	15,439
2023	2,058,294,420	4.25%	0.0841	1,696,405	0	1,696,405		948,500	757,875	0	1,706,375	(9,970)	5,469
2024	2,145,771,933	4.25%	0.0841	1,768,502	0	1,768,502		940,000	813,375		1,753,375	15,127	20,596
2025	2,236,967,240	4.25%	0.0841	1,843,664	0	1,843,664		955,000	891,250	0	1,846,250	(2,586)	18,010
2026	2,332,038,348	4.25%	0.0841	1,922,019	0	1,922,019		943,500	964,250	0	1,907,750	14,269	32,279
2027	2,367,018,923	1.50%	0.0841	1,950,850	0	1,950,850				780,000	780,000	1,170,850	1,203,129
2028	2,402,524,207	1.50%	0.0841	1,980,112	12,031	1,992,144				1,765,000	1,765,000	227,144	1,430,273
2029	2,438,562,070	1.50%	0.0841	2,009,814	14,303	2,024,117				2,188,100	2,188,100	(163,983)	1,266,290
2030	2,475,140,501	1.50%	0.0841	2,039,961	12,663	2,052,624				2,183,700	2,183,700	(131,076)	1,135,214
2031	2,512,267,608	1.50%	0.0841	2,070,561	11,352	2,081,913				2,187,950	2,187,950	(106,037)	1,029,177
2032	2,549,951,622	1.50%	0.0841	2,101,619	10,292	2,111,911				2,185,775	2,185,775	(73,864)	955,312
2033	2,588,200,897	1.50%	0.0841	2,133,143	9,553	2,142,697				2,187,175	2,187,175	(44,478)	910,834
2034	2,627,023,910	1.50%	0.0841	2,165,141	9,108	2,174,249				2,187,075	2,187,075	(12,826)	898,008
2035	2,666,429,269	1.50%	0.0841	2,197,618	8,980	2,206,598				2,185,475	2,185,475	21,123	919,131
2036	2,706,425,708	1.50%	0.0841	2,230,582	9,191	2,239,773				2,187,300	2,187,300	52,473	971,604
2037	2,747,022,094	1.50%	0.0841	2,264,041	9,716	2,273,757				2,187,475	2,187,475	86,282	1,057,886
2038	2,788,227,425	1.50%	0.0841	2,298,001	10,579	2,308,580				2,186,000	2,186,000	122,580	1,180,466
2039	2,830,050,836	1.50%	0.0841	2,332,471	11,805	2,344,276				2,187,800	2,187,800	156,476	1,336,942
2040	2,872,501,599	1.50%	0.0841	2,367,458	13,369	2,380,828				2,187,800	2,187,800	193,028	1,529,969
2041	2,915,589,123	1.50%	0.0841	2,402,970	15,300	2,418,270				2,186,000	2,186,000	232,270	1,762,239
2042	2,959,322,960	1.50%	0.0841	2,439,015	17,622	2,456,637				2,187,325	2,187,325	269,312	2,031,552
Totals				\$46,931,262	\$175,865	\$47,107,127	\$990,000	\$6,596,375	\$4,329,250	\$33,159,950	\$45,075,575		

Assumptions

- (1) Tax Collection Rate 98.00%
- (2) Interest Earnings 1.00%
- (3) Assumes Capitalized Interest through 8/15/2026

Strategy Two – Use College Funds to Pay Debt Service until Existing GO Bonds Mature

A similar strategy would be to issue bonds now and use college funds to pay the interest payments on the new bonds until the outstanding bonds mature. While this requires some funds from the College, this increases the amount of bonding capacity to ask voters for a higher par amount of new bonds, and a majority of this higher authorization could be used by the College for projects, instead of a portion needing to be used for capitalized interest.

With this approach, we estimate that the College could ask for **\$27.5 million of authorization from the bond referendum, with over \$27.0 million of net proceeds available for projects.**

Year Ending 31-Dec	Assessed Valuation	AV Growth	Tax Levy	Revenues			Debt Service			Total Debt Service	Annual Excess	Fund Balance		
				Taxes Collected (1)	Interest Income (2)	Required Cash Contribution From College Funds	Total Revenues	Series 2006 Debt Service	Series 2015 Debt Service				Series 2016 Debt Service	Projected Series 2022 Debt Service (3)
2019	1,767,069,595													
2020	1,859,792,196	4.99%	0.0839	1,529,158	0		1,529,158	465,000	954,500	110,400	1,529,900	(742)	(742)	
2021	1,893,892,697	1.80%	0.0841	1,560,908	0		1,560,908	525,000	928,250	110,400	1,563,650	(2,742)	(3,483)	
2022	1,974,383,137	4.25%	0.0841	1,627,247	0		1,627,247		926,625	681,700	1,608,325	18,922	15,439	
2023	2,058,294,420	4.25%	0.0841	1,696,405	0	771,528	1,696,405		948,500	757,875	771,528	2,477,903	(9,970)	5,469
2024	2,145,771,933	4.25%	0.0841	1,768,502	0	687,500	1,768,502		940,000	813,375	687,500	2,440,875	15,127	20,596
2025	2,236,967,240	4.25%	0.0841	1,843,664	0	687,500	1,843,664		955,000	891,250	687,500	2,533,750	(2,586)	18,010
2026	2,332,038,348	4.25%	0.0841	1,922,019	0	687,500	1,922,019		943,500	964,250	687,500	2,595,250	14,269	32,279
2027	2,367,018,923	1.50%	0.0841	1,950,850	0		1,950,850				687,500	687,500	1,263,350	1,295,629
2028	2,402,524,207	1.50%	0.0841	1,980,112	12,956		1,993,069				1,428,125	1,428,125	564,944	1,860,573
2029	2,438,562,070	1.50%	0.0841	2,009,814	18,606		2,028,420				2,263,563	2,263,563	(235,143)	1,625,430
2030	2,475,140,501	1.50%	0.0841	2,039,961	16,254		2,056,216				2,262,688	2,262,688	(206,472)	1,418,958
2031	2,512,267,608	1.50%	0.0841	2,070,561	14,190		2,084,750				2,265,750	2,265,750	(181,000)	1,237,958
2032	2,549,951,622	1.50%	0.0841	2,101,619	12,380		2,113,999				2,262,750	2,262,750	(148,751)	1,089,207
2033	2,588,200,897	1.50%	0.0841	2,133,143	10,892		2,144,035				2,263,688	2,263,688	(119,652)	969,555
2034	2,627,023,910	1.50%	0.0841	2,165,141	9,696		2,174,836				2,263,500	2,263,500	(88,664)	880,891
2035	2,666,429,269	1.50%	0.0841	2,197,618	8,809		2,206,427				2,267,125	2,267,125	(60,698)	820,193
2036	2,706,425,708	1.50%	0.0841	2,230,582	8,202		2,238,784				2,264,563	2,264,563	(25,779)	794,414
2037	2,747,022,094	1.50%	0.0841	2,264,041	7,944		2,271,985				2,265,813	2,265,813	6,172	800,586
2038	2,788,227,425	1.50%	0.0841	2,298,001	8,006		2,306,007				2,265,813	2,265,813	40,195	840,781
2039	2,830,050,836	1.50%	0.0841	2,332,471	8,408		2,340,879				2,264,563	2,264,563	76,317	917,096
2040	2,872,501,599	1.50%	0.0841	2,367,458	9,171		2,376,629				2,267,000	2,267,000	109,629	1,026,727
2041	2,915,589,123	1.50%	0.0841	2,402,970	10,267		2,413,238				2,263,125	2,263,125	150,113	1,176,840
2042	2,959,322,960	1.50%	0.0841	2,439,015	11,768		2,450,783				2,262,938	2,262,938	187,846	1,364,685
Totals	\$46,931,262			\$167,548		\$2,834,028	\$47,098,810	\$990,000	\$6,596,375	\$4,329,250	\$36,652,528	\$48,568,153		

Assumptions

- (1) Tax Collection Rate 98.00%
- (2) Interest Earnings 1.00%
- (3) Assumes Additional Cash Contribution from College Funds to cover interest payments through 2026

Strategy Three – Issue Certificates of Participation (COPs)

Given the limitations with the outstanding GO bonds and the historically strong cashflow obtained by the College, the College should consider issuing Certificates of Participation (or COPs) to fund the needed projects. These represent a funding mechanism for the College that is paid out of current cashflows and does not require voter approval to issue. Many Missouri community colleges use these types of bond issues to pay for projects that are similar to those that were listed in the College’s RFQ. Some community colleges are able to support the added debt service with current operations, without the need to increase taxes. While others receive approval from voters to increase their operating revenue to accommodate the added debt service.

Option 1 – Issue COPs without requesting additional taxes. As demonstrated below, the College would be able to support an additional \$1,374,000 in annual debt service without increasing taxes. We estimate that this amount of annual payments, over 20 years **would generate \$22.5 million of proceeds available for the College’s upcoming projects.**

The Junior College District of East Central Missouri Historical Debt Service Coverage Ratio					
	2016	2017	2018	2019	2020
Revenues	\$31,050,336.00	\$30,806,382.00	\$27,010,351.00	\$26,145,861.00	\$26,914,451.00
Expenses	\$29,436,299.00	\$29,972,488.00	\$27,439,045.00	\$26,244,513.00	\$27,135,363.00
Increase / (Decrease)	\$1,614,037.00	\$833,894.00	(\$428,694.00)	(\$98,652.00)	(\$220,912.00)
Depreciation	\$1,779,810.00	\$1,940,054.00	\$2,146,787.00	\$2,146,968.00	\$2,069,777.00
Total Available for Debt Service	\$3,393,847.00	\$2,773,948.00	\$1,718,093.00	\$2,048,316.00	\$1,848,865.00
Debt Service Coverage	1.25x	1.25x	1.25x	1.25x	1.25x
Maximum Annual Debt Service	\$2,715,077.60	\$2,219,158.40	\$1,374,474.40	\$1,638,652.80	\$1,479,092.00

As with all the different funding options, the College should weigh the pros and cons to determine if this is the right approach for the College to consider.

Pros – Does not need additional approval from voters; can be funded immediately with level annual payments to take advantage of historically low rates; and reduces the tax burden for those within the College District.

Cons – Requires added expense without additional revenue from taxes; requires collateral pledged (such as newly constructed buildings); and has slightly higher interest rates compared to GO bonds due to annual appropriation risk.

Option 2 – Issue COPs while seeking a tax increase for operations. As previously discussed, the College has an 8.4 cent debt service tax levy to pay the principal and interest payments on the outstanding GO bonds. This tax levy is expected to generate over \$1,950,000 in revenue when it is scheduled to expire in 2026. **This amount of debt service spread over 20 years would generate \$29.5 million of proceeds available for the College's upcoming projects.** The College could ask voters to increase their operating levy by the 8.4 cents, which could move this funding from the debt service fund to the operations fund, and help pay the added debt service on the new COPs. If approved, the increased levy could be timed with the pay-off of the outstanding bonds. This would achieve a “no-tax increase” as requested within the RFQ.

In addition, the approval for issuing new general obligation bonds requires a super-majority (4/7th to 2/3rd) approval from voters. However, an increase in the operations tax levy only requires a simple majority (50%+1) approval from voters. This increased tax could be structured to sunset after 20 years to match the anticipated amortization, or to stay in place in perpetuity (whichever the College feels is most appropriate).

This type of tax increase would also provide additional flexibility to the College. Instead of the funds going only to support debt service, this added tax would be available to support other expenses of the College (after funds are paid towards debt service). As with the previous discussions, the College should evaluate the pros and cons to determine if this is the correct approach for the College.

Pros – Requires only simple majority approval from voters; can be structured to wrap around existing GO bonds to accommodate a “no-tax increase”; provides more funding flexibility with additional revenue available for future expenses of the College; and future issuance available without voter approval.

Cons – Does require voter approval; also requires collateral pledged (such as newly constructed buildings); and has slightly higher interest rates compared to GO bonds due to annual appropriation risk.

Whichever path East Central College decides to take, Piper Sandler is uniquely qualified to work with the College and underwrite the bonds that best meet the needs of the College.

6. SEC Investigations, Litigation, and Regulatory

State clearly whether there are any SEC investigations, litigation, or other federal, state or local proceedings which would impede the firm's ability to market and sell the District's bonds.

We are proud of our firm's reputation and Piper Sandler has no reason to believe that current and past regulatory matters or litigation will affect in any way our ability to provide any of the services contemplated by this Request for Proposal.

Due to the nature of our business, we are involved in a variety of legal proceedings on an ongoing basis. These proceedings include litigation, arbitration and regulatory proceedings, which may arise from, among other things, transactional activity, regulatory examinations of our businesses and investigations of securities industry practices by governmental agencies and self-regulatory organizations. The securities industry is highly regulated, and the regulatory scrutiny applied to securities firms has increased dramatically in recent years, resulting in a higher number of regulatory investigations and enforcement actions and significantly greater uncertainty regarding the likely outcome of these matters.

Regulatory investigations can result in substantial fines and/or limitations or other restrictions on our business activities, and consequently those investigations potentially could be deemed to have a material impact on our business. Our Form 10-Q and 10-K as filed with the Securities and Exchange Commission requires disclosure of any material legal proceedings, including regulatory proceedings, and we are unable to provide information on any pending or completed investigation not disclosed within our Form 10-Q and 10-K. Any and all completed regulatory investigations that result in a material disciplinary action, including fines, suspensions or other significant undertakings or limitations are also publicly reported to the Financial Industry Regulatory Authority

(“FINRA”). For more information, please refer to Piper Sandler’s Form BD filed with FINRA. You can request electronic delivery of the relevant sections of a company’s Form BD by accessing FINRA’s website at finra.org and conducting a FINRA Broker Check.

Anti-Discrimination Against Israel

Piper Sandler is not engaged in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

MSRB Disclosure Statements for Underwriter

Piper Sandler is providing the information contained herein for discussion purposes only in anticipation of being engaged to serve as underwriter or placement agent on a future transaction and not as a financial advisor or municipal advisor. In providing the information contained herein, Piper Sandler is not recommending an action to you and the information provided herein is not intended to be and should not be construed as a “recommendation” or “advice” within the meaning of Section 15B of the Securities Exchange Act of 1934. Piper Sandler is not acting as an advisor to you and does not owe a fiduciary duty pursuant to Section 15B of the Exchange Act or under any state law to you with respect to the information and material contained in this communication. As an underwriter or placement agent, Piper Sandler’s primary role is to purchase or arrange for the placement of securities with a view to distribution in an arm’s-length commercial transaction, is acting for its own interests and has financial and other interests that differ from your interests. You should discuss any information and material contained in this communication with any and all internal or external advisors and experts that you deem appropriate before acting on this information or material.

The information contained herein may include hypothetical interest rates or interest rate savings for a potential refunding. Interest rates used herein take into consideration conditions in today’s market and other factual information such as credit rating, geographic location and market sector. Interest rates described herein should not be viewed as rates that Piper Sandler expects to achieve for you should we be selected to act as your underwriter or placement agent. Information about interest rates and terms for SLGs is based on current publically available information and treasury or agency rates for open-market escrows are based on current market interest rates for these types of credits and should not be seen as costs or rates that Piper Sandler could achieve for you should we be selected to act as your underwriter or placement agent. More particularized information and analysis may be provided after you have engaged Piper Sandler as an underwriter or placement agent or under certain other exceptions as describe in the Section 15B of the Exchange Act.

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 8: U.S.D.A. GRANT RESOLUTION

Recommendation: To **approve** a resolution authorizing East Central College to participate in the U.S. Department of Agriculture Rural Economic Development Grant program.

Attachment

4/5/2021

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 8, Page 1



EAST CENTRAL COLLEGE

MEMORANDUM

To: Dr. Jon Bauer

Fr: Joel Doepker

Date: 3.22.21

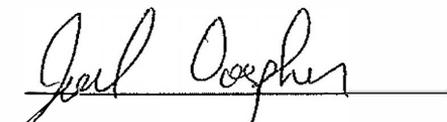
Re: USDA Grant Rural Business Development Grant

For your review, an ECC Board of Trustees resolution concerning the compliance with various requirements to obtain financial assistance from the United States Department of Agriculture (CP Guide 36-Borrower Certification Form).

The required document is needed to complete the application to the USDA Rural Business Development grant program for the purchase of a water jet cutter to support the instruction in the Precision Machining, Industrial Engineering Technology and Welding programs. The application amount submitted is \$117,000.

Award notification from the USDA has not been received; however, to continue the application process, the College must submit the document in reference.

Thank you for your attention to this request.



Joel Doepker

Vice President of External Relations

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 9: FACULTY PROMOTION IN RANK

Recommendation: To **approve** the promotion of Reginald Brigham, Elizabeth Cantrell Flotte, and Elizabeth Winters-Rozema from Instructor to Assistant Professor and the promotion of Russell Henderson and Wendy Pecka from Assistant Professor to Associate Professor effective for the 2021-2022 academic year.

Attachment

4/5/2021

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 9, Page 1



EAST CENTRAL COLLEGE

OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer, College President
DATE: March 23, 2021
FROM: Robyn Walter, Vice President of Academic Affairs
RE: Faculty Rank and Promotion

On behalf of the Rank and Promotion Committee, I would like to recommend for your consideration the following faculty members for Rank and Promotion effective academic year 2021-2022:

Faculty	Current Rank	Proposed Rank
Reginald Brigham	Instructor	Assistant Professor
Elizabeth Cantrell Flotte	Instructor	Assistant Professor
Russ Henderson	Assistant Professor	Associate Professor
Wendy Pecka	Assistant Professor	Associate Professor
Elizabeth Winters-Rozema	Instructor	Assistant Professor

Approval:


Robyn Walter, Vice President of Academic Affairs

3/22/2021
Date

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 10: COVID-19 UPDATE

An update will be provided on campus impacts and expenditures related to the COVID-19 pandemic.

4/5/2021

Section 10, Page 1

East Central College

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

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 11: *PERSONNEL

A. Intention to Re-Employ Administrators

Recommendation: To **approve** the re-appointment of the following administrators for the 2021-2022 fiscal year:

Joel Doepker, Vice President, External Relations
Robyn Walter, Vice President, Academic Affairs

B. Intention to Re-Employ Full-Time Faculty

Recommendation: To **approve** the re-appointment of full-time faculty for the 2021-2022 academic year as listed on the attached memorandum.

C. Appointment

Recommendation: To **approve** the appointment of Brandi Grindel as the Radiologic Technology Program Director at an annual salary of \$69,267 effective July 1, 2021.

Attachments

4/5/2021

Section 11, Page 1

East Central College

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



**Interoffice Memo
President's Office**

TO: Board of Trustees
DATE: March 31, 2021
FROM: Dr. Jon Bauer, College President
RE: Reappointment of Administrators FY22

The following administrators are being recommended to the Board of Trustees for reappointment for fiscal year 2022.

Joel Doepker, Vice President, External Relations
Robyn Walter, Vice President, Academic Affairs

Approval Signature:



Jon Bauer, College President


EAST CENTRAL COLLEGE
OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer
DATE: March 31, 2021
FROM: Robyn Walter, Vice President of Academic Affairs
RE: Reappointment of Full-time Faculty

Recommendations by the Vice President of Academic Affairs for reappointment/non-reappointment for FY2022:

Reappointment - Annual Contract

Blakely, Joannie	Clonts, Duane	Hovland, Joseph	Wissbaum, Connie
Bland, Bobby	Davenport, Sarah	Moynihan, Elizabeth	Brittany Yoakum
Brandt, Courtney	Derifield, Timothy	Ong, Vu	
Chirban, Julie	French, Tanner	Velic, Adisa	

Reappointment from Annual Contract to Continuous Contract

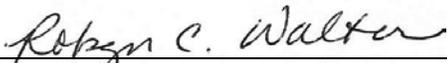
DeArmond, David	Hanneken, Lisa
Goodson, Jenifer	Howard, Rachel

According to board policy, a faculty member is eligible for continuous contract in August 2021 based on hire date.

Reappointment - Continuous Contract

Aramburu, Ellen	Elliott, Curtis	Judd, Jennifer	Roberson, Shaun
Austin, Grace	Esbeck, Nathan	Kellogg, Isaiah	Roselli Insall, Laura
Barro, Linda	Estes, Anne	Kolb, Leigh	Sayles, Nanette
Barton, Sean	Fitts, Thomas	Mahon, Robert	Schwein, Anna
Bieker, Judy	Flotte, Elizabeth	McDonald, Laura	Sexton, Timothy
Bounds, Aaron	Gifford, Matthew	Mehrhoff, Jay	Stotler, Gregory
Brigham, Reginald	Govindaswamy, Parvi	Monzyk, Matthew	Stroup, Joshua
Buchholz, Stephanie	Hardecke, John	Mowery, Tracy	Van Leer, Jessica
Cunningham, William	Haynes, Shane	Palazzola, Michael	Watts, Patsy
Derifield, Coreen	Henderson, Susan	Pecka, Wendy	Winters-Rozema, Beth
Dixon, Kevin	Henderson, Russ	Pohlman, Dennis	
Durbin, Jason	Higerd, Jennifer	Pulles, Keith	

Approval:


Robyn Walter, Vice President of Academic Affairs

3/29/2021
Date



EAST CENTRAL COLLEGE

HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: March 30, 2021
FROM: Wendy Hartmann, Human Resources Director
RE: Recommendation to Hire: Radiologic Technology Program Director

Please accept the Search Committee's recommendation to hire Ms. Brandi Grindel as the full-time Radiologic Technology Program Director effective July 1, 2021 with a base salary of \$60,000, an additional month pay of \$6,667, and Allied Health Coordinator stipend of \$2600 for annual salary of \$69,267. Nancy Mitchell served as the Search Committee Chair. Robyn Walter has approved the recommendation to hire.

Ms. Brandi Grindel's is a registered Radiologic Technologist and her experience includes, but is not limited to the following:

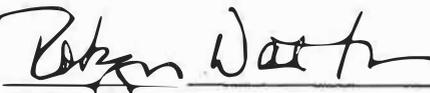
- Radiologic Technology Clinical Coordinator – Rolla Technical Center May 2008 – current
- Radiologic Technology Program Director – Mineral Area School of Radiologic Technology May 2004 – May 2008
- Radiologic Technology Clinical Coordinator - Mineral Area School of Radiologic Technology June 2001 to May 2004
- Diagnostic Radiologic Technologist – Mineral Area Regional Medical Center – June 2000- June 2001
- Radiology Aide – Mineral Area Regional Medical Center – July 1999 - May 2000

Ms. Grindel received her master's degree in Educational Instructional Technology and Bachelor of Science degree in Public Administration from Central Methodist University.

Recommendation signatures:



Wendy Hartmann
Director of Human Resources



Robyn Walter
Vice President, Academic Affairs

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 12: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

4/5/2021

East Central College

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

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 13: REPORTS

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA Vice President, Susan Henderson
- C. Professional Staff President, Jenny Kuchem
- D. Classified Staff Association President, Hannah Masek
- E. Student Government Association President, Jenna Meintz

4/5/2021

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 14: PRESIDENT’S REPORT

Projected meeting dates for 2021 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.

2021 Projected Meeting Dates

May 3
June 7
July 15 (*Thursday noon business meeting*)
August 30
No September Meeting
October 4
November 1
December 6

Alternate Meeting Dates

May 10
June 14

October 11
November 8
December 13

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
April 5, 2021**

AGENDA ITEM 15: ADJOURNMENT

Recommendation: To **adjourn** the April 5, 2021, meeting of the Board of Trustees.

4/5/2021

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