



**BOARD OF TRUSTEES  
MEETING**

**October 4, 2021**

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING AGENDA  
Monday, October 4, 2021  
5:30 p.m. <https://zoom.us/j/96222860917>**

		Action <sup>1</sup>	Discussion	Information
1.	CALL TO ORDER			
2.	PUBLIC COMMENT			
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.	ALLIED HEALTH PROGRAMS	4 Votes		
7.	COURSE SUCCESS RATE			X
8.	HIGHER LEARNING COMMISSION ACCREDITATION UPDATE			X
9.	*PERSONNEL A. FALL 2021 ADJUNCTS			X
10.	BOARD PRESIDENT'S REPORT			X
11.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
12.	PRESIDENT'S REPORT			X
13.	ADJOURNMENT OF PUBLIC MEETING / EXECUTIVE SESSION – RSMo2004, SECTION 610.21(2) REAL ESTATE AND (1) LEGAL	Simple Majority		

<sup>1</sup>RSMo Section 178.830 states, in part: "...A majority of the Board constitutes a quorum for the transaction of business, but no contract shall be let, teacher employed or dismissed, or bill approved unless a majority of the whole Board votes therefor."

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 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.

10/4/2021

**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  
October 4, 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.

10/4/2021

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Section 2, Page 1

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 3: APPROVAL OF AGENDA**

**Recommendation:** To **approve** the agenda for the October 4, 2021, Board of Trustees meeting.

10/4/2021

**East Central College**

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Section 3, Page 1

### **Agenda Item 3: Approval of Agenda**

#### Consent Agenda Items for October 4, 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  
October 4, 2021**

**AGENDA ITEM 4: \*APPROVAL OF MINUTES**

**Recommendation:** To **approve** the minutes of the August 30, 2021, Ad Valorem Hearing and regular meeting and the September 20, 2021, special meeting of the Board of Trustees.

Attachments

10/4/2021

**East Central College**

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Section 4, Page 1

**EAST CENTRAL COLLEGE  
AD VALOREM HEARING AND  
BOARD OF TRUSTEES MEETING  
Monday, August 30, 2021**

The public hearing for the Ad Valorem tax rate per Statute 67.110 of the Revised Statutes of the State of Missouri was opened via Zoom and called to order at 5:30 p.m. by the President of the Board of Trustees, Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Fink Johnson, 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, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reginald Brigham, NEA Vice President Parvatha Govindaswamy, and Industrial Engineering Instructor Nathan Esbeck; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Director of Institutional Research Bethany Lohden, Human Resources Director Wendy Hartmann, Foundation Executive Director Bridgette Kelch, Director of the Rolla Campus Christina Ayres, Information Technology Director Doug Houston, Communications & Marketing Director Gregg Jones, Coordinator of Campus Life & Leadership Carson Mowery, Executive Assistant to the President Bonnie Gardner, Classified Staff Association Vice President Jenna Dulworth, and Professional Staff President Jenny Kuchem.

Also present was Kelly Brinkmann.

**PUBLIC NOTICE:** In accordance with Missouri Law 67.110, notice is hereby given to the residents of the Junior College District of East Central Missouri that a public hearing on the 2021 ad valorem tax rates will be held at 5:30 p.m. on Monday, August 30, 2021. Due to the COVID-19 pandemic, the hearing will take place via videoconference, which is available to the public, at which citizens may be heard on the property tax rates proposed to be set by East Central College. The hearing will be accessible via Zoom: <https://zoom.us/j/93566746195>.

The tax rate is set to produce revenues of at least \$7,295,475 which the operating budget for the fiscal year beginning July 1, 2021, shows to be required from the property tax. The debt service levy is set to produce revenues of at least \$1,608,325 which is required to meet the debt service of East Central College for the calendar year beginning January 1, 2022. The valuation of the taxable property within said District for the current and prior tax years are as follows:

	<u><b>Current Tax Year</b></u>	<u><b>Prior Tax Year</b></u>
Real Estate	\$1,634,012,598	\$1,502,379,241
Personal Property	<u>\$420,466,999</u>	<u>\$388,770,134</u>
<b>Totals</b>	<u>\$2,054,479,597</u>	<u>\$1,891,149,375</u>

The proposed operating tax levy for 2021 shall be .3551 per one hundred dollars assessed valuation on the above current valuation.

The proposed debt service levy for 2021 shall be .0990 per one hundred dollars assessed valuation on the above current valuation.

The tax rates are subject to change based upon actions by county boards of equalization, the State Tax Commission, subsequent information, applicable law, and certification by the State Auditor.

**PUBLIC COMMENTS:** Board President Hartley asked for comments or questions from the audience. There were no comments from the public.

**AD VALOREM TAX RATE:** Dr. Bauer noted that the tax levy remains unchanged from last year. However, the operating levy is being reduced from .37 to .3551 while the debt service levy is being increased from .0841 to .0990.

**Motion:** To **approve** a resolution to set the 2021-2022 Junior College District of East Central Missouri Property Tax Rate for Operating Tax Levy at \$0.3551 and the Debt Service Levy at \$0.0990 per \$100 of assessed valuation subject to certification by the state auditor.

*Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously*

**ADJOURNMENT:** A motion was made to adjourn the hearing.

**Motion:** To **adjourn** the August 30, 2021, Ad Valorem Tax Hearing at 5:43 p.m.

*Motion by Cookie Hays; Seconded by Prudence Johnson; Carried Unanimously*

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President, Board of Trustees

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Secretary, Board of Trustees

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
Monday, August 30, 2021**

**CALL TO ORDER:** The regular meeting of the Board of Trustees was called to order at 5:43 p.m. by Board President Ann Hartley. Other Board members present for all or part of 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, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reginald Brigham, NEA Vice President Parvatha Govindaswamy, and Industrial Engineering Instructor Nathan Esbeck; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Director of Institutional Research Bethany Lohden, Human Resources Director Wendy Hartmann, Foundation Executive Director Bridgette Kelch, Director of the Rolla Campus Christina Ayres, Information Technology Director Doug Houston, Communications & Marketing Director Gregg Jones, Coordinator of Campus Life & Leadership Carson Mowery, Executive Assistant to the President Bonnie Gardner, Classified Staff Association Vice President Jenna Dulworth, and Professional Staff President Jenny Kuchem.

*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 August 30, 2021, meeting of the Board of Trustees.

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

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the July 15, 2021, regular meeting of the Board of Trustees.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Vice President DeAnna Cassat presented the financial statements. She noted that the figures are preliminary for June and will remain so until the audit is complete. The auditors will be on campus September 20-24. Pension plan and post-employment adjustments have not yet been made; some grant accounts are also being finalized. The increased cash over last year reflects cash received in FY21 for FY20 expenditures. Lower revenue in auxiliary services reflects decreases in theatre, bookstore, and cafeteria receipts due to COVID.

**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 Cookie Hays; Carried Unanimously*

**ACCEPTANCE OF BIDS:** Vice President Cassat stated that the Machine Vision Technology Kits would be used in the Industrial Engineering Technology program.

**Motion:** To **approve** the purchase of ten Machine Vision Technology Kits from DEPCO Enterprises at a total cost of \$34,100 to be funded 75% with Missouri Vocational Enhancement Grant monies.

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

The recommended server purchase is to provide redundancy for the current server and to improve remote services.

**Motion:** To **approve** the purchase of one PowerEdge R940 server from the state-negotiated Dell purchasing contract at a cost of \$28,460 to be funded with Higher Education Emergency Relief funds.

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

The recommended purchase of access points will also improve remote services.

**Motion:** To **approve** the purchase of 15 Aruba Access Points from the state-negotiated cooperative contract with Provision at a cost of \$143,909 to be funded with Higher Education Emergency Relief Fund monies.

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

The upgrade to an unrestricted user license for Colleague, the administrative information system, will allow more students and staff to access the system simultaneously to complete transactions.

**Motion:** To **approve** the purchase of an unrestricted user license for the Colleague system at a cost of \$42,500 plus an annual maintenance fee of \$8,500 to be funded with technology fees.

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

**CONFLICT OF INTEREST & PERSONAL FINANCIAL DISCLOSURE STATEMENTS POLICIES:** Dr. Bauer reminded the Board that these policies must be reaffirmed every two years as required by state statute.

**Motion:** To **reaffirm** the Board Member Conflict of Interest policy (BP1.28) and the Personal Financial Disclosure Statements Policy (BP1.29) as attached to fulfill the requirements of the Missouri Ethics Commission.

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

**PEDESTRIAN BRIDGE:** Dr. Bauer noted that while the current pedestrian bridge is still structurally sound, it is deteriorating and pieces under the bridge are falling. Following the feasibility study by Cochran Engineering, it was recommended the bridge be replaced. A fully enclosed structure will cost more than the funds readily available. However, Cochran strongly encouraged a covered structure to extend the life of the bridge and provide a better/safer route between buildings. Dr. Bauer suggested that a steel truss structure could be designed to complement other structures on campus by pulling in materials and colors used in the Health Sciences building and Buescher Hall. The bridge would be bid with alternates for partially enclosed and open structures. A steel truss structure is estimated to cost \$1.675M and the College has been approved to receive \$1.5M in special appropriations from the state that would be used to fund the construction. Those funds would be combined with state maintenance and repair funds.

The Board expressed the desire to see renderings of both steel truss and concrete structures, partially enclosed, before determining which type of structure would be bid and constructed. Dr. Bauer noted that an architectural and engineering firm would need to be engaged to provide such renderings. It was the consensus of the Board that an RFQ should be issued to identify a qualified firm. A special meeting will be held in September to approve the selected firm. The firms' first task will be to develop renderings to help the Board evaluate the options for a new bridge.

**STRATEGIC PLANNING UPDATE:** Dr. Michelle Smith reviewed the College's mission statement and provided an update on the five strategies in the Strategic Plan.

Pathways– It is anticipated that students will be more successful if clearly defined pathways are provided. COVID has impacted the ability to meet the goals set forth for credit hour production in FY20 and FY21. Another measure for this strategy is the number of certificates and degrees awarded annually. The College is doing a better job of ensuring students take the appropriate courses for their degree plan and exceeded the goal for FY20. Preliminary numbers for FY21 are slightly under the target.

Partnerships – This strategy focuses on strengthening partnerships with high schools, higher education institutions, and employers. Early College Academy enrollment has exceeded expectations and is likely to continue to do so. The pre-apprenticeship program had 30 participants; it is hoped this number will double in the coming year. Fifteen participants completed the program at Aerofil and realized an increase of 10%-50% from their starting wages to their current wages. This year the focus will be on analyzing relationships, programs, and articulation agreements with four-year partners. Work continues with Missouri S&T to enhance and grow the Campus Connections program.

Employees – This strategy focuses on recognizing employees as a strength of the institution. Last fall the administration committed to improving compensation for employees. That effort will position the college to remain competitive in the marketplace, but there is still work to be done to reach targeted salary levels. One measure of progress is staff survey responses provided to questions regarding professional development and collaboration. These rankings have seen steady improvement from 2018 levels. The survey will be administered again this fall.

Rolla – Expanding the College's presence and increasing credit hours in Rolla continues to be a focus. The credit hour metric for Rolla mirrors the Union campus and has been impacted by COVID. It is hoped the 2019-2020 credit hour generation can be matched this year. A comprehensive plan has been developed that focuses on five objectives: improving facilities, increasing business and industry partnerships, increasing Rolla credit hours, increasing community outreach and brand identity, and improving the student experience. The Industrial Engineering Technology program has been added as an option at the Rolla campus.

Financial Strength – Funds and resources made available to the College are being used creatively to improve the campus and its operations. The Falcon Career Center will be created with grant funding totaling \$868,643. Staff will continue to revise and refine the budgeting process. Vaccine incentives, funded with federal emergency relief dollars, are being used to help drive traffic to the café and bookstore. The CFI has been improved and exceeded the goal set at the beginning of the plan.

Dr. Bauer noted that it is important for the Board to be engaged and informed about the strategic plan and campus initiatives. A presentation on Higher Learning Commission accreditation will be scheduled for the October Board meeting. Ms. Hartley expressed the Board's appreciation to all involved in carrying out the strategic plan initiatives.

**PERSONNEL:** The Board **approved** the appointments of Catherine Holtmeyer as English Instructor effective August 16, 2021, with an annual salary of \$40,358, and **accepted** the retirement of Barb Kuelker, Financial Aid Advisor, effective September 17, 2021. The Board also **approved** the roster of adjunct faculty for the Fall 2021 semester as listed in the attached memorandum.

**BOARD PRESIDENT’S REPORT:** Board President Ann Hartley reported that the Missouri Community College Association fall convention will be in Branson in November. She shared results from the survey conducted by MCCA regarding the comfort level of members participating in an in-person event. Dr. Bauer noted that plans are also being made to provide a virtual option as well as the in-person conference.

**REPORTS:**

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported the Association has donated to the Stephanie Buchholz Memorial Nursing Scholarship Fund to recognize Stephanie’s years of service to the College.
- B. ECC-NEA:** ECC-NEA Vice President Parvatha Govindaswamy reported the Collective Bargaining Agreement has been well received by the faculty, and NEA membership has increased.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported that staff have been very busy assisting students with the start of the fall semester.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Vice President Jenna Dulworth reported that \$115 has been raised so far through the August Denim Day to support All Abilities Athletics. The Association gathered in July for a bowling outing.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** Carson Mowery noted that the semester is just underway, and the students are still organizing. There will be an election for the fourth SGA officer soon. Student Government Association has been brought back at the Rolla location.

**PRESIDENT’S REPORT:** Dr. Bauer shared first-day photos from Union and Rolla. He noted the Early College Academy is serving three high schools this year. Students are enrolled in classes across campus but also have a designated area outside the gym to study between classes.

Athletics are underway with the volleyball team winning the first six games. Both men’s and women’s soccer are in action this fall.

Opening day enrollment was up 1.26% from last fall with a headcount of 2,088 students; last year the number was 2,062. Credit hours were up 6.02% with a total of 23,602.5 hours; last fall’s total was 22,262.5. These numbers will change based on the enrollment of dual credit students. The budget is based on a 5% enrollment increase and it appears that will be achievable.

The ECC Foundation has received a \$5M donation from an anonymous donor for nursing scholarships and the campus food pantry.

In the past two weeks, the campus has had six students and two employees with positive COVID tests. A vaccine incentive program is underway with 476 students and 159 employees providing proof of vaccination to date. Of these, 103 students and four employees began their vaccination regimen following the announcement of the incentive program. Masks are required within the campus buildings for everyone, including those who are vaccinated. If community transmission rates decrease, protocols will be reviewed. ECC is serving as a location for public COVID testing by the Franklin County Health Department.

The touchless entry project is in the latter stages of installation. Water bottle filling stations are being installed, but the project has been delayed by supply chain issues. The remodel of HH270 for

the Falcon Career Center is in the design stage and will be bid this fall. Construction is estimated to begin in the winter or early spring. HVAC upgrades in Hansen Hall will be completed by January.

Dr. Bauer congratulated the following employees:

Tom Fitts - Missouri EMS Association Program Coordinator of the Year

Megen Strubberg – Washington Chamber Outstanding Young Professional Class of 2021

Robyn Walter – Completion of doctorate

The Franklin County Remembrance Project Coalition has requested approval to erect a historical marker and monument in honor of Erastus Brown who was lynched in Union in 1897. The marker and monument would be placed in a memorial garden on the ECC campus where the former tennis courts were located. Faculty and students have been involved with the Remembrance Project for the last few years. The Coalition would jointly plan events/activities associated with the marker and monument; Phi Theta Kappa would maintain a wildflower/butterfly garden as part of the memorial. The campus location is being requested because it is close to the site of the lynching, centrally located in the county, and parking is available. The Board questioned whether permitting the installation of the memorial would mean that other organizations, potentially with views that are not supported by the College, could also place monuments or memorials on the campus. Dr. Bauer noted that the entire campus is open for gatherings under free speech laws. However, this does not seem to fall under those guidelines. He will vet this with legal counsel and bring back a recommendation for the Board's action.

**ADJOURNMENT:**

**Motion:** To **adjourn** the August 30, 2021, public meeting of the Board of Trustees and enter into executive session per RSMo 2004, Section 610.21(2) Real Estate at 7:31 p.m.

*Motion by Joseph Stroetker; Seconded by Eric Park*

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

Yes A. Hartley

Yes P. Johnson

Yes E. Park

Yes J. Stroetker

Yes C. Hays

Yes A. Freitag

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President, Board of Trustees

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Secretary, Board of Trustees

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
Monday, September 20, 2021**

**CALL TO ORDER:** The special 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 all or part of the meeting were Joseph Stroetker, Cookie Hays, and Eric Park. Prudence Johnson and Audrey Freitag were unable to attend. Also present were President of the College Jon Bauer; Administrators –Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Other Staff – Foundation Executive Director Bridgette Kelch, Director of the Rolla Campus Christina Ayres, Communications & Marketing Director Gregg Jones, Professional Staff President Jenny Kuchem, and Executive Assistant to the President Bonnie Gardner. Reid Glenn of the *Missourian* was also 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.*

**ACCEPTANCE OF BID:** Vice President Cassat stated that the renovation of HH249 will provide a space for the Graphic Design program and centralize the Art Department in one location. It was clarified that facilities fees are paid by students and reserved for these types of projects.

**Motion:** To **approve** the bid of Franklin County Construction, LLC to renovate HH249 to accommodate the relocation of the Graphic Design program at a cost of \$38,145 to be funded with facilities fees.

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

**CHANGE ORDER:** The keyless entry project was approved in June. The recommended change order to the contract is a result of a change in the scope of the project. The focus of the project was entrance doors that were always used. Rarely used doors were excluded from the project. With guidance from the campus police officers, it was determined that every door on campus, even those not used regularly, should have keyless access to facilitate remote lockdown should that become necessary.

**Motion:** To **approve** a change order to the contract with TSI Global Companies for the keyless entry project in the amount of \$31,067 to allow for work on additional external doors to provide ADA touchless entry and access door controls with funding provided through Higher Education Emergency Relief Funds (HEERF).

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

**ARCHITECTURAL & ENGINEERING FIRM CONTRACT:** Dr. Bauer had noted earlier in the meeting that projects are taking longer than expected at this time. He would like to get a firm under contract as soon as possible so that the pedestrian bridge design phase can move forward. There will likely be a reappropriation process for the funds allocated for this project which will extend the funding for another year past June 2022. It has been verified that this project is an allowable expense under the funds appropriated.

Cochran Engineering conducted the feasibility study to determine whether the bridge could be repaired or needed replacement. Through this study, it became clear that the best option is to replace the bridge. It is fortuitous that the college will be receiving \$1.5M through a special appropriation from the state at the time when the bridge replacement is needed. Two proposals were received in

response to the Request for Qualifications; the second proposal was from Paragon in St. Louis. As the proposals were evaluated, Cochran was selected due to their knowledge of the project and the campus, as well as the quality of prior work.

If approved, the first phase of work will be the development of renderings for both a steel truss and a concrete structure. The Board will be asked to narrow down the choices so the project can be designed and bidding documents can be developed. It is hoped the request for bids can be issued in early 2022. Construction would likely start in the late spring of 2022 and continue through most of the following academic year. In response to a question regarding the meaning of “construction services” in the proposal, Dr. Bauer noted that Cochran would coordinate meetings with contractors, inspect and oversee the construction, and ensure construction is in accordance with the design documents. Vice President Cassat and her team will also be involved. However, they do not have the expertise to ensure the construction is meeting standards. Key decision points will be brought to the Board and regular updates will be provided throughout the project.

**Motion:** To **approve** a contract with Cochran Engineering, Union, MO, for the design of a pedestrian bridge and the related bidding and construction services for the project in the amount of \$314,860, to be funded with state appropriations for maintenance and repair of campus facilities.

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

**ADJOURNMENT:**

**Motion:** To **adjourn** the September 20, 2021, public meeting of the Board of Trustees at 5:50 p.m.

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

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President, Board of Trustees

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Secretary, Board of Trustees

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 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

10/4/2021

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Section 5, Page 1

**East Central College**  
**Statement of Net Assets for all Funds**  
**As of August 31, 2021 and August 31, 2020**

<b>ASSETS</b>	<u>8/31/21</u>	<u>8/31/20</u>
Current		
Cash	7,878,657	5,628,003
Investments	802,527	797,825
Receivables, net		
Student	3,542,711	3,248,655
Federal & State agencies	594,387	1,006,364
Other	-75,723	-27,681
Inventories	187,842	156,006
Prepaid expenses	254,972	33,461
<b>Total Current Assets</b>	<b>13,185,373</b>	<b>10,842,633</b>
Non-Current Assets		
Other Assets	0	233,036
Capital Assets (net)	40,307,752	41,445,624
<b>Total Non-Current Assets</b>	<b>40,307,752</b>	<b>41,678,660</b>
<b>Total Assets</b>	<b>53,493,125</b>	<b>52,521,293</b>
<b>DEFERRED OUTFLOW OF RESOURCES</b>		
Deferred pension outflows	5,848,833	5,273,884
Deferred OPBE outflows	320,504	117,844
<b>Total Assets and Deferred</b>	<b>6,169,337</b>	<b>5,391,728</b>
<b>Outflow of Resources</b>	<b>59,662,462</b>	<b>57,913,021</b>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts Payable	153,211	43,323
Accrued Wages & Benefits	245,663	257,924
Unearned Revenue	340	120
Due to Agency Groups	447	100,150
Accrued Interest	0	18,516
<b>Total Current Liabilities</b>	<b>399,661</b>	<b>420,033</b>
Non-Current Liabilities		
USDA Loan	525,000	625,000
Bonds Payable	8,080,000	9,355,000
Premium on Sale of Bonds	439,376	541,773
Net Pension Liability	16,890,031	14,113,215
Compensated Absences	781,194	704,381
Post Employment Benefit Plan Payable	1,530,198	1,159,868
Johnson Control Performance Contract	1,049,968	1,111,719
United Bank of Union	1,750,000	1,850,000
<b>Total Non-Current Liabilities</b>	<b>31,045,767</b>	<b>29,460,956</b>
<b>Total Liabilities</b>	<b>31,445,428</b>	<b>29,880,989</b>
<b>DEFERRED INFLOW OF RESOURCES</b>		
Deferred pension inflows	2,223,993	3,419,445
Deferred OPBE Inflows	258,274	304,310
	2,482,267	3,723,755
<b>NET ASSETS</b>		
Investment in Capital Assets, net	36,927,730	36,827,422
Restricted for Debt Service	-44,894	-44,894
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	8,296,413	6,159,003
All other Funds	-21,204,482	-20,393,254
<b>Total Net Assets</b>	<b>25,734,767</b>	<b>24,308,277</b>
<b>Total Liabilities, Deferred Inflow</b>	<b>59,662,462</b>	<b>57,913,021</b>
<b>of Resources and Net Assets</b>	<b>59,662,462</b>	<b>57,913,021</b>

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

**As of August 31, 2021 and August 31, 2020**

	For the Fiscal Year Ending August 31, 2021			For the Fiscal Year Ended August 31, 2020			
	Current FY Budget	Aug 31, 2021 Month end	Current FY Year-To-Date	Prior FY Budget	Aug 31, 2020 Month end	Prior FY Year-To-Date	Prior Year (Preliminary)FYE
<b>Revenues:</b>							
Local Revenue	7,511,756	19,361	95,213	6,977,522	38,913	88,267	7,139,627
State Revenue	5,236,024	433,342	871,932	4,382,100	369,684	739,368	5,088,178
Federal Revenue		-	-			-	
Tuition and Fees	6,334,616	234,650	3,217,054	5,888,328	442,125	3,172,009	6,479,131
Interest Income	75,000	4,190	10,367	50,000	6,951	14,639	63,416
Gifts and Grants	100,000	-	-	50,000		-	127,126
Miscellaneous Revenue	556,478	2,841	5,489	50,000	3,217	6,002	41,042
Transfers-Interfund & Indirect		12	(44)	-	372,204	372,949	1,156,370
Transfer Federal Programs				-	-	-	7,910
<b>Total Revenues</b>	<b>19,813,874</b>	<b>694,396</b>	<b>4,200,011</b>	<b>17,397,950</b>	<b>1,233,094</b>	<b>4,393,234</b>	<b>20,102,800</b>
<b>Expenses:</b>							
Salaries	11,623,301	748,874	1,428,560	9,804,182	800,899	1,298,259	10,126,512
Benefits	4,106,848	278,391	561,921	3,362,560	269,679	511,031	4,653,398
Contractual Services	960,752	27,119	448,993	930,000	357,368	476,068	891,024
Current Expenses	744,089	55,835	129,559	800,000	245,785	319,199	968,595
Travel	202,487	21,429	36,788	175,000	15,767	17,006	71,438
Property & Casualty Insurance	210,658	-	108,917	202,000	0	106,494	206,974
Vehicle Expense	14,200	954	1,014	15,000	1,137	1,137	4,005
Utilities	543,950	57,916	110,029	628,507	55,615	80,709	484,148
Tele/Communications	230,665	15,136	27,704	225,855	39,051	55,926	200,183
Miscellaneous	378,843	17,660	53,151	400,000	15,609	39,552	285,147
Foundation Paid Expense	100	251	251	2,000	-	-	16,707
Clearing Account		(73)	7	1,000	146	146	
Scholarship Expense	257,761	-	14,269	75,000	275	122	126,515
Faculty Development	25,000	2,455	3,000	10,000	750	1,350	-27,650
Instit. Match for Grants	163,000	-	-	75,000	0		35,853
Commitment to ABE	40,000	-	-	20,000	0		-
Instit. Commit.to Fine Arts		-	-	6,175	0		6,175
Instit. Commit.to Word & Motion		-	-	3,040	0		-
Capital	32,200	22,923	24,953	50,000	39,447	41,828	191,840
Interfund Transfers		-	-	18,400			-
Debt Princ & Interest	280,020	8,333	49,987	300,000	50,911	68,971	268,437
<b>Total Expenses</b>	<b>19,813,874</b>	<b>1,257,203</b>	<b>2,999,103</b>	<b>17,103,719</b>	<b>1,892,439</b>	<b>3,017,798</b>	<b>18,509,301</b>
<b>Revenue over Expenses</b>	<b>0</b>	<b>-562,807</b>	<b>1,200,908</b>	<b>294,231</b>	<b>-659,345</b>	<b>1,375,436</b>	<b>1,593,499</b>

**East Central College**  
**Statement of Revenue, Expenses & Changes in Net Assets**  
**(All Funds)**  
**As of August 31, 2021 and August 31, 2020**

	For the Fiscal Year Ending August 31, 2021		For the Fiscal Year Ended August 31, 2020	
	FY 2022		FY 2021	
	Aug 31, 2021	Year-To-Date	Aug 31, 2020	Year-To-Date
<b>Operating Revenues:</b>				
Student Tuition & Fees	268,703	3,848,201	514,905	3,769,386
Federal Grants & Contracts	214,060	951,657	363,708	447,804
State Grants & Contracts	0	0	2,816 #	6,913
Auxiliary Services Revenue	410,219	477,343	357,651	424,844
Other Operating Revenue	7,301	18,594	49,384	58,689
<b>Total Operating Revenue</b>	<b>900,283</b>	<b>5,295,795</b>	<b>1,288,464</b>	<b>4,707,636</b>
<b>Operating Expenses:</b>				
Salaries	843,161	1,631,593	874,287	1,438,164
Benefits	306,540	620,516	293,364	558,200
Purchased Services	130,301	684,147	423,069	590,756
Supplies & Current Expenses	307,926	676,501	428,078	715,518
Travel	10,426	22,960	2,452	6,106
Insurance	-	126,329	18,503	124,997
Utilities	87,358	171,061	101,997	147,627
Other	9,272	26,443	7,348	15,315
Depreciation	176,970	358,233	172,465	345,338
Financial Aid & Scholarship	3,710	25,575	-21,425	58,422
Foundation Paid Expense	251	251	-	250
<b>Total Operating Expenses</b>	<b>1,875,915</b>	<b>4,343,609</b>	<b>2,300,138</b>	<b>4,000,693</b>
<b>Operating (Loss)/Gain</b>	<b>-975,632</b>	<b>952,186</b>	<b>-1,011,674</b>	<b>706,943</b>
<b>Non-Operating Revenues (Expenses):</b>				
State Appropriations	433,343	871,932	369,684	739,368
Tax Revenue	24,661	118,307	48,041	108,971
Interest Income	5,008	12,453	8,449	17,914
Gain/Loss on asset disposal	-	-	-	-
Principal & Interest on Debt	-2,385	-47,309	-171,929	17,068
<b>Total Non-Operating Revenue (Expense)</b>	<b>460,627</b>	<b>955,383</b>	<b>254,245</b>	<b>883,321</b>
<b>Increase in Net Assets</b>	<b>-515,005</b>	<b>1,907,569</b>	<b>-757,429</b>	<b>1,590,264</b>

**East Central College  
Investments  
As of August 31, 2021**

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>	<u>Total</u>
<b>United Bank of Union</b>					
1024019649	6/15/2021	6/15/2022	12 Months	0.60%	\$ 402,883.44
1024019487	5/15/2021	5/15/2022	12 Months	0.60%	\$ 400,423.38
<b>ECC Total Investments</b>					<b>\$ 803,306.82</b>

**2021**

Total Cash Accounts	\$ 7,878,656.51
Certificates of Deposit	\$ 803,306.82
	<u>\$ 8,681,963.33</u>

**2020 (December)**

Total Cash Accounts	\$ 6,249,931.00
Certificates of Deposit	\$ 797,311.48
	<u>\$ 7,047,242.48</u>

**East Central College  
Pledged Securities  
As of August 31, 2021**

**United Bank of Union**

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

**Phelps County Bank**

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

**United Bank of Union**

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FHR 4672 QD	08/15/45	3137BXLH3	\$ 145,450.92
FRESB 2019-SB61 A10H	01/25/39	30309LAN8	\$ 1,412,434.97
Federal National Mortgage Association	10/01/34	3138EN6G9	\$ 468,763.36
FHLMC POOL #RB5108	04/01/41	3133KYU98	\$ 1,947,960.22
GNR 2021-22 AD	10/16/62	3830RTZ3	\$ 1,974,558.46
FHR 5081 AG	3/25/1951	3137FXXS2	\$ 1,840,104.46
FHLB LETTER OF CREDIT	9/29/2021		\$ 1,200,000.00
<b>TOTAL</b>			<b><u>\$ 8,989,272.39</u></b>

\* ALL SECURITIES ARE HELD WITH OUR SAFEKEEPING AGENT - COMMERCE BANK N.A., 1000 WALNUT STREET, KANSAS CITY, MO 64106

\*\* ALL PLEDGED SECURITIES ARE IN COMPLIANCE WITH SECTION 1823 (E) OF THE FDIC REGULATIONS AND HAVE BEEN APPROVED BY THE BANK'S LOAN COMMITTEE. THE APPROVAL IS REFLECTED WITHIN THE MINUTES OF THE COMMITTEE.

**East Central College  
Warrant Check Register  
As of August 31, 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 FY22 budgets.

Total amount of checks dispersed from July 1, 2021 through August 31, 2021, is reported at \$2,505,511.16

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 6: ALLIED HEALTH PROGRAMS**

**Recommendation:** To **approve** a Licensed Practical Nurse (LPN) certificate program to be offered at the Rolla Main location effective Fall 2022.

**Recommendation:** To **approve** a Surgical Technology Associate of Applied Science degree program to be offered at the Rolla Main location effective Fall 2022.

Attachments

10/4/2021

Section 6, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

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OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer, College President  
 DATE: September 27, 2021  
 FROM: Robyn Walter, Vice President of Academic Affairs  
 RE: Licensed Practical Nurse – New Program Approval

On September 17, 2021, the ECC Academic Council approved the recommendation to initiate a new program (certificate), Licensed Practical Nurse (LPN), effective to begin Fall, 2022.

**Track Narrative:** The Practical Nursing program is offered at the East Central College Rolla Main location at the Rolla Technical Center. The 11-month certificate program prepares students to practice as licensed practical nurses under the direction of the Professional Registered Nurse and/or a Licensed Physician. The program combines theory and clinical education to prepare students to work in a variety of healthcare settings such as hospitals, long-term care settings, out-patient surgery centers or rehabilitation centers, community health, industrial or school nursing, clinics and physician offices.

The practical nursing program is designed to assist students to acquire the skills, knowledge, and attitudes essential to the role for the competent practical nurse. Upon successful completion of this program, graduates receive a certificate of graduation and are qualified to apply to sit for the national licensure examination (NCLEX-PN). In addition, graduates may be eligible to apply to the ECC LPN to RN Bridge program with articulation of credits earned toward the AAS, Nursing degree.

**\*\* Prerequisites/General Education:** A selective admission process is utilized. Students must have a “C” or better in prerequisite coursework, complete a minimum of 8 hours of job shadowing, and complete a pre-entrance exam to apply to the program.

**Extra-Curricular/Co-curricular Opportunities at ECC:** ECC offers a wide variety of clubs and co-curricular activities for all students. Additionally, students are part of the ECC Practical Nurse Organization.

**\*\*Students must obtain a “C” or greater in all pre-requisite coursework.**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade of “C”	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
COL 100	Campus Orientation	0			
COL 101	Falcon Seminar	1			
BIO 151	Intro to A&P	4	Placement into ENG 101		BIO 151
PSY 101 or PSY 250	Gen Psych or Human Development	3	Placement into ENG 101 for PSY 101. PSY 101 and ENG 101 must be completed prior to PSY 250.		
<b>Total Credit Hours: 8</b>					

**\*\*Once accepted into the Licensed Practical Nursing Program, students must maintain a “C” average and must pass all courses in each semester to successfully move onto the next semester / course.**

**1<sup>st</sup> Year Fall**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
PSY 101 or PSY 250	Gen Psych or Human Development	3	Placement into ENG 101 for PSY 101. PSY 101 and ENG 101 must be completed prior to PSY 250.		
LPN 100	Personal & Vocational Concepts I	2		Fall	
LPN 110	Foundations of Practical Nursing Lecture I	5.5		Fall -8 wk course	
LPN 111	Foundations of Practical Nursing Lab I	1.5		Fall-8 wk course	
LPN 120	Foundations of Practical Nursing Lecture II	5.5		Fall-8 wk course	
LPN 121	Foundations of Practical Nursing Lab II	1.5		Fall-8 wk course	
<b>Total Credit Hours: 16-19</b>					

**1<sup>st</sup> Year Spring**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
LPN 150	Nursing Care Across the Lifespan I - (PN) Lecture	6.5		Spring-8 wk course	
LPN 151	Nursing Care Across the Lifespan I - (PN) Lab	2.5		Spring-8 wk course	
LPN 160	Nursing Care Across the Lifespan II - (PN) Lecture	6.5		Spring-8 wk course	
LPN 161	Nursing Care Across the Lifespan II - (PN) Lab	2.5		Spring-8 wk course	
<b>Total Credit Hours: 18</b>					

**1<sup>st</sup> Year Summer**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
LPN 190	Personal & Vocational Concepts II	0.5		Summer-8 wk course	
LPN 170	Nursing Care Across the Lifespan III - (PN) Lecture	6.5		Summer-8 wk course	
LPN171	Nursing Care Across the Lifespan III - (PN) Lab	3		Summer-8 wk course	
<b>Total Credit Hours: 10</b>					

## Tuition and Fee Structure:

### Pre-Admission Fees:

Application Fee: \$25

Admission Process Testing Fee: \$52

### Admission Fee: \$150

Covers fees associated with clinical placement such as drug and background screenings, clinical placement registration fee, and liability insurance

### Program Course Tuition Structure: Tier 3 tuition

This fee structure will support the cost of credentialed/certified faculty and additional costs related to healthcare programming and student to faculty ratio of 16:1 for theory and 8:1 for clinical.

### Course Fees:

Course Number	Course Name	Course Type	Course Fees	Rationale
LPN 110	Foundations of Practical Nursing I LEC	Lecture	\$375	Elsevier Remediation (1/2 covered by Enhancement Grant) Total is \$750.
LPN 111	Foundations of Practical Nursing I LAB	Lab	\$275	Lab supply consumables (\$200), cost factor for faculty load (\$60), liability insurance (\$15)
LPN 120	Foundations of Practical Nursing II LEC	Lecture	\$40	Calm training (\$25), lamp lighting (\$15)
LPN 121	Foundations of Practical Nursing II LAB	Lab	\$305	Lab supply consumables (\$200), cost factor for faculty load (\$60), Validity background check (\$45)
LPN 151	Nursing Care Across the Lifespan I LAB	Lab	\$260	Lab supply consumables (\$200), cost factor for faculty load (\$60)
LPN 161	Nursing Care Across the Lifespan II LAB	Lab	\$60	Cost factor for faculty load
LPN 170	Nursing Care Across the Lifespan III Lecture	Lecture	\$250	NCLEX fee for licensure testing (\$200), finger printing for licensure (\$50)
LPN 171	Nursing Care Across the Lifespan III LAB	Lab	\$60	Cost factor for faculty load
	<b>Total</b>		<b>\$1625.00</b>	



OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer, College President  
 DATE: September 27, 2021  
 FROM: Robyn Walter, Vice President of Academic Affairs  
 RE: Surgical Technology – New Program Approval

On September 17, 2021, the ECC Academic Council approved the recommendation to initiate a new program (AAS), Surgical Technology, effective Fall, 2022.

The Surgical Technology program is offered at the East Central College Rolla Main location at the Rolla Technical Center. Surgical Technology is a one-plus-one-degree program which prepares students to practice as a surgical technologist (ST). Upon graduation, students will receive their Associate of Applied Science Degree in Surgical Technology and will be eligible to take the national certification examination administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA) to obtain certification. Surgical Technologists work in a variety of settings including hospital surgery units, surgical centers, labor and delivery, dentists/oral surgeons offices, veterinary offices, travel companies, and central sterile supply units.

Students will learn using state of the art equipment in the surgical suite simulation lab and classroom that they will then apply in clinical externship. Surgical Technologists are vital members of the surgical team. Students will learn concepts of aseptic technique, instrumentation, surgical procedures, and patient care. Additionally, students learn to anticipate the needs of the surgeon and assist the surgeon throughout the procedure.

**\*\* Prerequisites/General Education:** A selective admission process is utilized. Students must have a “C” or better in prerequisite coursework, complete a minimum of 8 hours of job shadowing, and complete a pre-entrance exam to apply to the program.

**Extra-Curricular/Co-curricular Opportunities at ECC:** ECC offers a wide variety of clubs and co-curricular activities for all students. Surgical Technology students will become student members of the Association of Surgical Technologists (AST) and attend the state convention.

**\*\*Students must obtain a “C” or greater in all pre-requisite coursework.**

**1<sup>st</sup> Semester**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
COL 100	Campus Orientation	0			
COL 101	Falcon Seminar	1			
ENG 101 or ENG 114	English Composition I or Honors Comp I	3	Placement into ENG 101		
BIO 151	Intro to A&P	4	Placement into ENG 101		BIO 151
MTH 110, 140, 150 or higher	Intermediate Algebra, Contemporary Math, Statistics or higher	3-5	Placement into min of MTH 110		Mathematics
CORE 42 Civics	CORE 42 Civics	3			
PSC CIVICS	Civics Achievement Exam	0			
<b>Total Credit Hours: 14</b>					

**2<sup>nd</sup> Semester**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered:	Milestone Notes: (If applicable)
<b>SOC 101 or PSY 101</b>	Gen Sociology or Gen Psych	3			
<b>BIO 205</b>	Microbiology	4	BIO 205 has the following prerequisite: •Two years high school Biology with lab: must have received at least a “C” grade and must have been within the last five years or BIO 111 General Biology Lecture/Lab		BIO 205
<b>**Electives: Any CORE 42 Courses totaling 6 Credit Hours</b>					
<b>Total Credit Hours: 13</b>					

\*\*Once accepted into the Surg Tech Program, students must maintain a “C” average and must pass all courses in each semester to successfully move onto the next semester / course.

**Program 1<sup>st</sup> Year Fall**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
<b>SRG 200</b>	Surgical Techniques Lab	2	Co-requisites: SRG 210, 215,220,225	Fall	SRG 200
<b>SRG 210</b>	Intro to Surgical Technology	4	Co-requisites: SRG 200, 215,220,225	Fall	
<b>SRG 215</b>	Surgical Pathophysiology	2	Co-requisites: SRG 200, 210,220,225	Fall	
<b>SRG 220</b>	Surgical Procedures I	6.5	Co-requisites: SRG 200, 210,215,225	Fall	
<b>SRG 225</b>	Medical Surgical Terminology	3	Co-requisites: SRG 200, 210,215,220	Fall	
<b>Total Credit Hours: 17.5</b>					

\*In order to progress to the next semester, SRG 200-220 must be successfully completed with a “C” or better.

**Program 1<sup>st</sup> Year Spring**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
<b>SRG 250</b>	Clinical Externship I	8.5	Co-requisites: 255,260,265	Spring	
<b>SRG 255</b>	Clinical Prep I	2	Co-requisites: 250,260,265	Spring	
<b>SRG 260</b>	Surgical Procedures II	6.5	Co-requisites: 250,255,265	Spring	SRG 260
<b>SRG 265</b>	Professional Practices	2	Co-requisites: 250, 255,260	Spring	
<b>Total Credit Hours: 19</b>					

\*In order to progress to the next semester, SRG 250-260 must be successfully completed with a “C” or better.

**Program 1<sup>st</sup> Year Summer**

Course Number	Course Title	Credit Hour	Pre-requisite/Co-requisites with Minimum Grade	Term Offered: (If not offered every Spring and Fall)	Milestone Notes: (If applicable)
SRG 275	Clinical Externship II	2.5	Co-requisites: 290 & 295	Summer	
SRG 290	Surgical Technology Capstone	2	Co-requisites: 275 & 295	Summer	
SRG 295	Advanced Surgical Procedures	4	Co-requisites: 275 & 290	Summer	SRG 295
<b>Total Credit Hours: 8.5</b>					

**Tuition and Fee Structure:**Pre-Admission Fees:

Application Fee: \$25

Admission Process Testing Fee: \$65

Admission Fee: \$150

Covers fees associated with clinical placement such as drug and background screenings, clinical placement registration fee, and liability insurance

Program Course Tuition Structure: Tier 3 tuition

This fee structure will support the cost of credentialed/certified faculty and additional costs related to healthcare programming and student to faculty ratio of 10:1 (required by accreditation).

Course Fees:

Course Number	Course Name	Course Type	Course Fees	Rationale
SRG 200	Surgical Techniques Lab	Lab	\$360	Consumables (\$300) and cost for faculty load (\$60)
SRG 210	Intro to Surgical Technology	Lecture	\$300	Uniforms and class apparel
SRG 220	Surgical Procedures I	Lecture/Lab	\$55	Liability insurance (\$15) and My Clinical Exchange (\$40)
SRG 250	Clinical Externship I	Clinical	\$300	Consumables for validating skills prior to entering clinical (\$200), cost factor for faculty load (\$60), validity clinical access (\$40)
SRG 260	Surgical Procedures II	Lecture/Lab	\$250	Gold AST Package: Certification exam, study guide, and membership
SRG 265	Professional Practices	Lecture	\$265	Certification practice exam (\$40), Board Vital review: replaces NorthStar (\$100), AST State Convention (\$125)
SRG 275	Clinical Externship II	Clinical	\$210	Consumables for validating skills prior to entering clinical (\$150), cost factor for faculty load (\$60)
	<b>Total</b>		<b>\$1740.00</b>	

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 7: SPRING COURSE SUCCESS RATE**

Vice President Sarah Leassner will share information regarding the student success rate for the Spring 2021 semester.

Attachment

10/4/2021

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

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Section 7, Page 1

### Course Success Rate Comparison: Spring 2020 to Spring 2021

Category	Spring 2020				Spring 2021				Change in Success Rate
	Student Headcount	Course Enrollments	FTE	Success Rate	Student Headcount	Course Enrollments	FTE	Success Rate	
<b>All Students</b>	<b>2368</b>	<b>7145</b>	<b>1431.7</b>	<b>80.4%</b>	<b>2281</b>	<b>6986</b>	<b>1414.3</b>	<b>82.0%</b>	<b>1.6%</b>
<b>Race/Ethnicity</b>									
American Indian	13	25	5.4	88.0%	10	21	4.7	71.4%	-16.6%
Asian	22	67	14.1	77.6%	25	82	16.5	67.1%	-10.5%
Black	24	88	17.2	80.7%	21	65	13.7	55.4%	-25.3%
Hispanic/Latino	56	196	39.4	63.3%	70	208	43.8	81.7%	18.4%
Native Hawaiian	*	13	2.5	38.5%	6	27	5.6	55.6%	17.1%
Nonresident Alien	*	21	4.5	95.2%	*	2	0.4	100.0%	4.8%
Two or more races	70	234	45.0	71.4%	71	222	45.5	77.9%	6.5%
White	2156	6460	1295.3	81.4%	2056	6314	1275.0	82.7%	1.3%
Unknown	19	41	8.3	70.7%	21	45	9.2	91.1%	20.4%
<b>Age</b>									
Under 18	396	667	135.3	94.5%	443	847	174.4	95.5%	1.0%
18 - 24	1445	5038	1004.0	78.4%	1355	4859	978.3	79.7%	1.3%
25 - 39	378	1057	217.5	80.2%	358	979	199.9	80.0%	-0.2%
40+	149	383	74.9	83.6%	125	301	61.6	87.7%	4.1%
<b>Gender</b>									
Female	1429	4199	858.8	81.4%	1392	4160	862.3	82.3%	0.9%
Male	939	2946	572.9	79.1%	889	2826	552.0	81.5%	2.4%
<b>Pell Eligible</b>									
Yes	894	3260	655.9	73.8%	792	2810	568.5	75.7%	1.9%
No	1474	3885	775.8	86.0%	1489	4176	845.8	86.2%	0.2%
<b>Veteran</b>	<b>54</b>	<b>204</b>	<b>40.2</b>	<b>67.6%</b>	<b>40</b>	<b>154</b>	<b>29.1</b>	<b>85.7%</b>	<b>18.1%</b>

\*Suppressed to protect student privacy

Notes:

- 1) FTE defined as credit hours/15.
- 2) Success is defined as A, B, C or P.
- 3) Veteran or Active Duty status self reported on enrollment application.
- 4) Data as of 9/27/2021
- 5) Excludes all incomplete grades

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 8: HIGHER LEARNING COMMISSION ACCREDITATION UPDATE**

Vice President Robyn Walter will provide an update on preparations for the HLC accreditation visit scheduled for April 2022.

10/4/2021

**East Central College**

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Section 8, Page 1

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 9: \*PERSONNEL**

**A. FALL 2021 ADJUNCTS**

**Recommendation:** To **approve** changes to the roster of adjunct faculty for the Fall 2021 semester as outlined in the attached memorandum.

Attachment

10/4/2021

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## Interoffice Memo

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TO: Dr. Bauer  
DATE: September 28, 2021  
FROM: Office of Academic Affairs  
RE: Adjunct Addendum for Fall Semester 2021

Please approve the following adjunct addendum for the fall 2021 semester.

### ADDITIONS

#### **Career & Technical Education**

Tammy Mitchell, Culinary Arts

#### **Dual Credit**

Charles Cassidy, Building Const, RTI

### DELETIONS

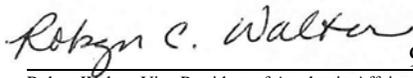
#### **Fine & Performing Arts**

S. Patrick Charles, Music

#### **Dual Credit**

Kathy Speichinger, Accounting, BHS

Signatures:

  
\_\_\_\_\_  
Robyn Walter, Vice President of Academic Affairs      9/28/21  
Date

  
\_\_\_\_\_  
Wendy Hartmann, Director of Human Resources      9/28/21  
Date

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 10: BOARD PRESIDENT'S REPORT**

Board President Ann Hartley will share information with the Board.

10/4/2021

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 11: REPORTS**

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA Vice President, Parvadha Govindaswamy
- C. Professional Staff President, Jenny Kuchem
- D. Classified Staff Association Secretary, Julie Beck
- E. Student Government Association President, Brooklyn Hyatt

10/4/2021

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**East Central College**

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 12: PRESIDENT’S REPORT**

Projected meeting dates for 2021 and 2022 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**

November 1  
December 6

**Alternate Meeting Dates**

November 8  
December 13

**2022 Projected Meeting Dates**

No January meeting  
February 7  
March 7  
April 13 (Wednesday)  
May 9  
June 13  
July 14 (Thursday noon business meeting)  
August 29  
No September meeting  
October 3  
November 7  
December 5

**Alternate Meeting Dates**

February 14  
March 14  
  
May 16  
June 16  
  
October 10  
November 14  
December 12

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
October 4, 2021**

**AGENDA ITEM 13: ADJOURNMENT/EXECUTIVE SESSION**

**Recommendation:** To **adjourn** the October 4, 2021, public meeting of the Board of Trustees and **enter** into executive session per RSMo 2004, Section 610.21(2) Real Estate and (1) Legal.

10/4/2021

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**East Central College**

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