



# **BOARD OF TRUSTEES MEETING**

**March 7, 2022**

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING AGENDA**

**Monday, March 7, 2022**

**5:30 p.m.**     <https://zoom.us/j/98846194980>

		<b>Action<sup>1</sup></b>	<b>Discussion</b>	<b>Information</b>
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.	PEDESTRIAN BRIDGE UPDATE			X
7.	HISTORICAL MARKER – ERASTUS BROWN	4 Votes		
8.	CONSORTIUM AGREEMENT – RESPIRATORY THERAPY	4 Votes		
9.	ACADEMIC AGREEMENT – JEFFERSON COLLEGE/MINERAL AREA COLLEGE	4 Votes		
10.	BOARD POLICY A. Communicable Diseases B. Board Code of Ethics	4 Votes 4 Votes		
11.	COURSE COMPLETION REPORT			X
12.	HIGHER LEARNING COMMISSION ACCREDITATION UPDATE			X
13.	*PERSONNEL A. Appointments B. Adjunct Faculty – Spring 2022	4 Votes		
14.	BOARD PRESIDENT'S REPORT			X
15.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
16.	PRESIDENT'S REPORT			X
17.	ADJOURNMENT	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  
March 7, 2022**

**AGENDA ITEM 1: CALL TO ORDER**

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

3/7/2022

Section 1, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084  
(636) 584-6501  
FAX (636) 583-6602

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 2: PUBLIC COMMENT**

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

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Section 2, Page 1

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 3: APPROVAL OF AGENDA**

**Recommendation:** To **approve** the agenda for the March 7, 2022, Board of Trustees meeting.

3/7/2022

Section 3, Page 1

**East Central College**

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

#### Consent Agenda Items for March 7, 2022:

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  
March 7, 2022**

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

**Recommendation:** To **approve** the minutes of the February 7, 2022, regular meeting of the Board of Trustees.

Attachment

3/7/2022

Section 4, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084  
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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI  
BOARD OF TRUSTEES MEETING  
Monday, February 7, 2022**

**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 were Joseph Stroetker, Cookie Hays, Eric Park, and Audrey Freitag. Prudence Johnson was absent. Also present for all or portions of the meeting were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doecker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Assistant Professor of English Greg Stotler, Instructor of Accounting Tanner French, Faculty Association President Reginald Brigham, and NEA Secretary Cori Derifield; Other Staff – Dean of Health Science Nancy Mitchell, Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Director of Human Resources Wendy Hartmann, Director of the Rolla Campus Christina Ayres, Director of Information Technology Doug Houston, Communications & Marketing Director Gregg Jones, Coordinator of Campus Life & Leadership Carson Mowery, Executive Assistant to the President Bonnie Gardner, Professional Staff Association Vice President Becki Heimann, and Classified Staff Association Vice President Amanda Studdard; Students – Student Government Association President Brooklyn Hyatt.

Guests included Brad Dunagan and Terry Todd of Cochran Engineering, Reid Glenn of the *Missourian*, and Lloyd Klinedinst.

*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 February 7, 2022, meeting of the Board of Trustees.

*Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously*

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the December 6, 2021, regular meeting of the Board of Trustees.

**TREASURER'S REPORT AND FINANCIAL REPORT:** Vice President DeAnna Cassat presented the financial statements. She reminded the Board that the decrease in cash is a result of funds transferred into a CD on December 2; those funds are now reflected in the investments. In response to a comment by Dr. Park, Vice President Cassat clarified that while the ECC Foundation financials are included in the annual audit, they are not included in the reports presented monthly to the Board.

**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*

**PEDESTRIAN BRIDGE UPDATE:** Brad Dunagan from Cochran Engineering provided an update on the design of the pedestrian bridge between the Shook Student Center and Buescher Hall. A parking and equipment storage area for the contractor will be established on the east side of the construction site with access from the college drive. This area will include erosion control measures and will be



restored and re-seeded after the project is completed. The bridge roof canopy will extend beyond the concrete sides to under the current roof overhang and within a few inches of the existing glass wall of Buescher Hall as well as under the overhang over the door of Shook Student Center. This will protect pedestrians during rain/snow events. The concrete sides will be 3.5 feet high and will not have a separate rail on top as the current structure does. The columns and footings will be replaced, but the existing foundation walls at the Buescher Hall end will be preserved. The lighting plan is still being developed, and it is hoped the final plans will be fully developed by the end of February. Construction is anticipated to begin mid-May and finish by the end of December or early January. Dr. Bauer noted that funding for this project will be from state capital improvement funds for maintenance and repair.

**REDISTRICTING:** Dr. Bauer reminded the Board that state statute required the formation of a committee to recommend adjustments to subdistricts as required to have a substantially equal population in each subdistrict following the publication of census data. Guidance from the Department of Higher Education suggested that a range of 30% to 36% for each subdistrict is acceptable. The total district population is now 95,080. Population in the current subdistrict 2 has increased at a faster rate than the other two subdistricts so options were reviewed to balance the subdistricts. Three options were presented to the committee, and the committee elected to recommend option three which keeps school districts intact and makes the subdistricts compact and contiguous.

**Motion:** To **adopt** the attached redistricting plan as proposed by the Redistricting Committee.

*Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously*

**APPROVAL OF BIDS:** Dr. Bauer noted that bids were received for athletic locker rooms but those are still under advisement. Vice President Cassat stated that a construction project is underway to establish the Falcon Career Center and the project is at a point where furniture needs to be purchased. There were proposals from two vendors who are part of the state competitive bid contract. Funding for the furniture and the construction project is from the GEER Excels Grant.

**Motion:** To **approve** the purchase of furniture for the Falcon Career Center (HH270) from Modern Business Interiors at a total cost not to exceed \$89,440.84 to be funded with GEER Excels Grant funds.

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

**TUITION & FEES:** Dr. Bauer explained that tuition rates and general fees are normally established in February to have them in place when registration begins for the new academic year. For the past several years, a subcommittee of the Budget Advisory Committee has developed the recommended rates. Vice President Cassat chaired the committee and explained that a \$5 per credit hour increase for tuition tiers 1 and 2 is recommended with tier 3 and dual credit tuition remaining the same. Although enrollment is forecast to increase next year, there is data that shows a decline in the high school population. The committee recommends gradual increases over time rather than a large increase in a single year in the future. This represents about a 4.5% increase in tuition which is below the current inflation rate. Tuition will also remain below the maximum threshold for Pell Grants and A+ Scholarships. Small increases in the student activities fee, facilities fee, and security fee are also recommended. Dr. Park observed that the Board has always sought to maintain an affordable tuition rate and this proposal is reasonable as decreases in the student body are anticipated while operating costs continue to increase. Dr. Bauer reminded the Board that 80-90% of ECC students receive financial assistance in some form. The neediest students will qualify for a full Pell Grant of just under \$6,500 while a student taking 15 credit hours would have tuition/general fees costs of \$4,300.

**Motion:** To **approve** tuition rates and general fees for the 2022-2023 academic year as follows:

**Tuition**

In-District Tier One	\$115 per credit hour
In-District Tier Two	\$139 per credit hour
In-District Tier Three	\$200 per credit hour
Out-of-District Tier One	\$161 per credit hour
Out-of-District Tier Two	\$195 per credit hour
Out-of-District Tier Three	\$300 per credit hour
Out-of-State Tier One	\$235 per credit hour
Out-of-State Tier Two	\$286 per credit hour
International Tier One	\$241 per credit hour
International Tier Two	\$306 per credit hour
Dual Credit/Dual Enrollment	\$58 per credit hour

**General Fees**

Student Activities	\$9.00 per credit hour
Support Services	\$1.00 per credit hour
Technology	\$3.00 per credit hour
Facilities	\$8.00 per credit hour
Security	\$9.00 per credit hour

*Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously*

**COURSE FEES:** Dr. Bauer noted that the proposed fees are specific to certain courses. Vice President Walter, the instructional team, and the business office staff review course fees annually and adjust as necessary to cover the costs of each course. Vice President Walter noted that the fees are reviewed by Academic Council. Many of the fees remained the same and some were reduced. The increase in fees for all classes is \$712 (roughly 2.5% if the new LPN and Surgical Technology programs are not included).

**Motion:** To **approve** course fees for 2022-2023 as outlined in the attached memorandum.

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

**LAW ENFORCEMENT ACADEMY:** Dr. Bauer informed the Board that staff have been in discussions with law enforcement officials from Phelps County for several months. They approached the college with the need for training in their area. The development of this program is consistent with the strategic plan and responsive to the community served by ECC. Christina Ayres provided additional information on the discussions noting that Rolla is an ideal geographic location because the nearest training center is 60 or miles away.

The program would be a one-year certificate offered in the evening and on weekends with an annual cohort starting in January and graduating in December. Participants would have the option to complete the AAS degree and graduates would be eligible for a Class A (peace officer) license. Phelps County Sheriff's Department would provide training space for tactical training and fieldwork, firearms for use in the program, a shooting range, vehicles, and vehicle training space for low-speed driver training. The department is also purchasing a simulator for high-speed driving. Phelps County Sheriff's Department staff would assist with instructor recruitment and incentivize their employees to enroll, serve on the program advisory committee, and participate in applicant selection. ECC would provide lecture space at Rolla North, serve as the program certificate/degree grantor, seek the POST

license approval and program accreditation, serve as fiscal agent, provide access to financial aid for students, provide student services and counseling services, and manage the advisory committee.

If approved, the application will be submitted to the POST Commission in March for review in April to provide preliminary approval. That will trigger a site visit to review the facilities over the summer. The POST Commission hearing regarding program approval will occur in October. The first cohort would begin classes in January 2023. The program would be structured to be self-supported. Dr. Bauer noted that this program would present an opportunity to work with other entities in the future.

**Motion:** To **authorize** college administration to pursue the development of a basic law enforcement training center in Rolla, MO in partnership with the Phelps County Sheriff's Department subject to appropriate regulatory and accrediting bodies, and contingent upon approval of the Missouri Department of Public Safety's Peace Officer Standards and Training (POST) Commission Board.

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

**BUDGET DEVELOPMENT UPDATE:** The budget will be presented at the June Board meeting. The requests for budget managers have been submitted and are being reviewed by the administrative team. That review will be completed in March. The first session of training for the bargaining teams was just completed, and the bargaining process will begin soon.

Tuition and fees are a significant part of local revenue; enrollment projections will continue to be refined. An inflation factor of upwards of 7% will allow the college to capture a significant part of the gains in property value in the tax levy.

The governor's budget was introduced with a recommended core funding increase and funds for capital improvements. ECC should receive \$66,000 in additional state aid but that is not a significant percentage gain. Over time, rapidly growing institutions receive less on a per-student basis than others. The 12 community colleges have implemented a formula to bring into balance the state funding per FTE. Those on the higher end of the FTE funding will not receive as much as those on the lower end.

The proposed investment in capital improvements from the state would provide \$6.5 million for a facility in Rolla. Local match is required for these funds and grant opportunities are being actively pursued to provide matching dollars. If the capital money is approved later this spring, funds would need to be allocated by the end of 2024 and spent by the end of 2026. Local American Rescue Plan Act (ARPA) funds can be pursued along with public/private grants. The current lease payments for Rolla can also be converted into loan payments. This is being viewed as a cost-neutral project that will bring all programs under one roof with adequate space. General obligation bonds cannot be used for facilities outside the taxing district, and this is the first time in many years that funds have been proposed at the state level.

Dr. Bauer indicated he is hopeful that core funding will continue to increase over the next couple of years as the revenue situation in the state is strong and there appears to be a commitment for increased investments in higher education over time. He reminded the Board that the top priority for the institution is improving compensation to allow for retention and recruitment of employees.

**BOARD POLICY: Monuments & Memorials** – There were no changes to the policy as presented in December. Dr. Bauer reminded the Board that the college was presented with a request to consider a memorial on the campus. Discussion with the Board and general counsel led to the development of a policy to provide parameters for considering such requests. It was noted that there is a specific area

of law that deals with government speech when it comes to monuments and memorials; accepting one memorial does not obligate the college to accept all monuments/memorials. The college has editorial control if there is any formal information published about a memorial on campus. However, there is no way to control social media comments from the public.

**Motion:** To **adopt** Board Policy 4.50 Monuments and Memorials and associated procedures as attached.

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

Leave & Accommodation for Victims of Domestic Violence & Sexual Assault – Dr. Bauer noted that state law requires leave to be provided but it does not have to be paid. As this policy moved through the governance process, a question arose about whether the college would provide paid leave in these situations. He felt this was the appropriate thing to do. Dr. Bauer recommended waiving the first reading and adopting the policy immediately to ensure employees would be covered should such a situation arise and to comply with the law. The policy was written by legal counsel and recommended by the Shared Governance Council. In response to a question from the Board, Dr. Bauer stated that the two weeks of paid leave is over the course of a year, not the employee's entire tenure.

**Motion:** To **waive** the first reading and **adopt** Board Policy 5.51 Leave and Accommodations for Victims of Domestic Violence and Sexual Assault and associated procedures as attached.

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

Board Code of Ethics – Ms. Hartley stated that codes of ethics are an accepted standard now, and this policy was not developed in response to any issue that has ever come up with the Board. Dr. Bauer indicated this is a best practice and provides a code of expectations for trustees to follow that would be beneficial to both seasoned and new trustees. The policy outlines the Board's expectations for itself. The trustees expressed the opinion that such a policy would be beneficial. They were directed to share any suggestions or comments with Dr. Bauer and Ms. Hartley.

Communicable Diseases – Dr. Bauer noted the policy/procedure changes are recommended by the Shared Governance Council. This policy has been in place for many years but was written with the assumption of dealing with an individual or isolated case, not a pandemic. The revisions clarify that in case of an epidemic or pandemic ECC would not necessarily use those individual guidelines for each case but rather would make decisions on how to operate with broad guidelines. Broad decisions could be made that affect all students, but processes will remain in place for an individual case of a communicable disease. There is a parallel policy in the employee section of Board policy.

**\*PERSONNEL:** The Board **approved** the appointments of Jenna Dulworth as Financial Aid Advisor for Scholarships and A+ effective December 13, 2021, with an annual salary of \$35,568; Abigail Bishop as Wellness Navigator for the Falcon Career Center effective January 4, 2022, with an annual salary of \$41,760; and Sarah Haines as Occupational Navigator for the Falcon Career Center effective January 4, 2022, with an annual salary of \$39,101.92.

The Board **accepted** the retirement request of Susan Henderson, Assistant Professor of English, effective January 14, 2022, and the resignation of Susan Miller Warden, Foundation Event and Program Coordinator, effective March 11, 2022.

The Board also **approved** changes to the roster of adjunct faculty for the 2022 spring semester as listed on the attached memorandum.

**BOARD PRESIDENT’S REPORT:** Board President Ann Hartley extended congratulations to Bobby Bland, Bethany Herron, and Erin Anglin who were recently recognized as recipients of the NISOD Excellence Award.

**REPORTS:**

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham had to leave the meeting so there was no report.
- B. ECC-NEA:** ECC-NEA Secretary Cori Derifield reported the association is designing t-shirts for members, revising the current bylaws, and working on bargaining statements.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association Vice President Becki Heimann stated the Association had no update.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Vice President Amanda Studdard reported that she has replaced Jenna Dulworth who is now a member of the professional staff. The current Denim Day charity is Franklin County CASA and \$135 has been raised at this point. The coat drive provided 64 coats to the Franklin County Resource Center in December.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** SGA President Brooklyn Hyatt reported that SGA hosted a table at the Student Involvement Fair and will be holding their first meeting of the semester on February 8.

**PRESIDENT’S REPORT:** Dr. Bauer reported that enrollment is up 4.2% in credit hours. Most community colleges across the nation are experiencing declines right now. This increase is the result of very diligent, intentional work by staff.

There has been no change in COVID protocols for spring; masks are still required indoors at all campus facilities. Data will be reviewed in the next 30 days and adjustments will be made accordingly.

Preparations are underway for the April accreditation visit. Development of the assurance argument is in the final stages, and it will be submitted to the Higher Learning Commission early next month. A five-member site visit team has been assigned and has been reviewed for any conflicts of interest.

Dr. Bauer reviewed federal policy initiatives for the year which include an increase in the maximum Pell Grant award to account for rising costs and inclusion of short-term training programs as eligible programs. There are proposals for a new workforce training program in the Department of Education or Department of Labor and to make the Pell Grant tax-free.

Spring semester is underway and spring sports will soon begin, weather permitting. The first baseball game is scheduled for February 22.

**ADJOURNMENT:**

**Motion:** To **adjourn** the February 7, 2022, public meeting of the Board of Trustees at 8 p.m.

*Motion by Audrey Freitag; Seconded by Cookie Hays; 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  
March 7, 2022**

**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

3/7/2022

Section 5, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084  
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**East Central College**  
**Statement of Net Assets for all Funds**  
**As of December 31, 2021 and December 31, 2020**

<b>ASSETS</b>	<b><u>12/31/21</u></b>	<b><u>12/31/20</u></b>
Current		
Cash	5,515,138	6,249,931
Investments	1,604,535	801,329
Receivables, net		
Student	2,809,051	2,728,990
Federal & State agencies	1,890,207	1,193,245
Other	80,147	3,308
Inventories	187,842	156,006
Prepaid expenses	403,366	58,702
<b>Total Current Assets</b>	<b><u>12,490,286</u></b>	<b><u>11,191,511</u></b>
Non-Current Assets		
Other Assets	-	233,037
Capital Assets (net)	39,638,683	40,610,843
<b>Total Non-Current Assets</b>	<b><u>39,638,683</u></b>	<b><u>40,843,880</u></b>
<b>Total Assets</b>	<b><u>52,128,969</u></b>	<b><u>52,035,391</u></b>
<b>DEFERRED OUTFLOW OF RESOURCES</b>		
Deferred pension outflows	5,848,833	5,391,728
Deferred OPBE outflows	320,504	-
<b>Total Assets and Deferred</b>	<b><u>6,169,337</u></b>	<b><u>5,391,728</u></b>
<b>Outflow of Resources</b>	<b><u>58,298,306</u></b>	<b><u>57,427,119</u></b>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts Payable	1,887	1,616
Accrued Wages & Benefits	384,503	404,449
Unearned Revenue	98,533	58,832
Due to Agency Groups	0	447
Accrued Interest	-	288,647
<b>Total Current Liabilities</b>	<b><u>484,923</u></b>	<b><u>753,991</u></b>
Non-Current Liabilities		
USDA Loan	491,667	591,667
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	781,193	704,381
Post Employment Benefit Plan Payable	1,530,198	1,159,868
Johnson Control Performance Contract	1,022,470	1,086,194
United Bank of Union	1,720,000	1,825,000
<b>Total Non-Current Liabilities</b>	<b><u>30,954,935</u></b>	<b><u>29,377,098</u></b>
<b>Total Liabilities</b>	<b><u>31,439,858</u></b>	<b><u>30,131,089</u></b>
<b>DEFERRED INFLOW OF RESOURCES</b>		
Deferred pension inflows	2,223,993	3,723,756
Deferred OPBE Inflows	258,274	-
<b>Total Deferred Inflow</b>	<b><u>2,482,267</u></b>	<b><u>3,723,756</u></b>
<b>NET ASSETS</b>		
Investment in Capital Assets, net	36,470,098	36,187,535
Restricted for Debt Service	-44,894	-333,541
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	6,919,929	7,075,575
All other Funds	-20,728,952	-21,117,295
<b>Total Net Assets</b>	<b><u>24,376,181</u></b>	<b><u>23,572,274</u></b>
<b>Total Liabilities, Deferred Inflow</b>	<b><u>58,298,306</u></b>	<b><u>57,427,119</u></b>
<b>of Resources and Net Assets</b>		

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

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

	For the Fiscal Year Ending June 30, 2022			For the Fiscal Year Ended June 30, 2021			
	Current FY Budget	Dec 31, 2021 Month end	Current FY Year-To-Date	Prior FY Budget	Dec 31, 2020 Month end	Prior FY Year-To-Date	Prior Year FYE
<b>Revenues:</b>							
Local Revenue	7,511,756	1,206,445	1,350,632	6,977,522	1,670,265	1,805,877	7,139,627
State Revenue	5,236,024	435,966	2,615,796	4,382,100	405,904	2,326,764	5,088,178
Federal Revenue	-	-	-	-	-	-	-
Tuition and Fees	6,334,616	345,098	6,277,897	5,888,328	425,617	5,705,309	6,479,131
Interest Income	75,000	2,245	24,667	50,000	6,766	31,289	63,416
Gifts and Grants	100,000	29,646	36,361	50,000	30,359	102,273	127,126
Miscellaneous Revenue	556,478	7,408	18,737	50,000	2,041	18,638	41,042
Transfers-Interfund & Indire	-	-	-	-	-	581,692	1,156,370
Transfer Federal Programs	-	(1,036)	(3,351)	-	217,791	-	7,910
<b>Total Revenues</b>	<b>19,813,874</b>	<b>2,025,772</b>	<b>10,320,739</b>	<b>17,397,950</b>	<b>2,758,743</b>	<b>10,571,842</b>	<b>20,102,800</b>
<b>Expenses:</b>							
Salaries	11,623,301	1,336,466	5,470,103	9,804,182	1,358,595	5,031,628	10,126,512
Benefits	4,106,848	388,491	1,873,639	3,362,560	354,672	1,666,735	4,653,398
Contractual Services	960,752	16,332	688,592	930,000	16,072	687,432	891,024
Current Expenses	744,089	38,969	304,175	800,000	-66,212	655,532	968,595
Travel	202,487	4,151	84,558	175,000	7,162	36,455	71,438
Property & Casualty Insuran	210,658	99,789	208,706	202,000	-	106,494	206,974
Vehicle Expense	14,200	202	3,300	15,000	-	1,348	4,005
Utilities	543,950	32,208	297,986	628,507	33,567	232,299	484,148
Tele/Communications	230,665	14,689	80,754	225,855	6,270	113,745	200,183
Miscellaneous	378,843	15,926	114,284	400,000	14,940	103,059	285,147
Foundation Paid Expense	100	2,681	12,634	2,000	284	9,929	16,707
Clearing Account	-	-	0	1,000	(1,403)	(1,323)	-
Scholarship Expense	257,761	1,155	91,378	75,000	258	59,387	126,515
Faculty Development	25,000	-	5,670	10,000	-	1,102	-27,650
Instit. Match for Grants	163,000	-	0	75,000	-	35,853	35,853
Commitment to ABE	40,000	-	0	20,000	-	-	-
Instit. Commit.to Fine Arts	-	-	0	6,175	-	-	6,175
Instit. Commit.to Word & M	-	-	0	3,040	-	-	-
Capital	32,200	-	12,413	50,000	-18,194	177,402	191,840
Interfund Transfers	-	-	0	18,400	-	-	-
Debt Princ & Interest	280,020	8,333	129,727	300,000	8,334	126,134	268,437
<b>Total Expenses</b>	<b>19,813,874</b>	<b>1,959,392</b>	<b>9,377,919</b>	<b>17,103,719</b>	<b>1,714,345</b>	<b>9,043,211</b>	<b>18,509,301</b>
<b>Revenue over Expenses</b>	<b>0</b>	<b>66,379</b>	<b>942,820</b>	<b>294,231</b>	<b>1,044,398</b>	<b>1,528,631</b>	<b>1,593,499</b>



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

	For the Fiscal Year Ending December 31, 2021		For the Fiscal Year Ended December 31, 2021	
	Dec 31, 2021	FY 2022 Year-To-Date	Dec 31, 2020	FY 2021 Year-To-Date
<b>Operating Revenues:</b>				
Student Tuition & Fees	404,689	7,366,900	497,813	6,741,611
Federal Grants & Contracts	715,523	6,989,648	549,174	4,045,377
State Grants & Contracts	105,661	178,184	53,394	260,976
Auxiliary Services Revenue	87,012	718,851	65,416	638,389
Other Operating Revenue	138,603	359,425	37,402	187,272
<b>Total Operating Revenue</b>	<b>1,451,488</b>	<b>15,613,008</b>	<b>1,203,199</b>	<b>11,873,625</b>
<b>Operating Expenses:</b>				
Salaries	1,485,587	6,134,069	1,566,964	5,628,509
Benefits	423,449	2,055,306	396,196	1,827,383
Purchased Services	88,438	1,251,990	84,653	1,027,183
Supplies & Current Expenses	221,209	1,586,297	188,633	1,638,731
Travel	5,750	85,991	9,582	31,024
Insurance	99,789	226,118	-	124,997
Utilities	67,783	514,600	53,233	389,990
Other	8,379	56,030	5,951	43,673
Depreciation	178,857	1,061,893	168,594	1,026,526
Financial Aid & Scholarship	12,671	4,495,157	95,365	3,287,492
Foundation Paid Expense	2,683	13,850	284	13,125
<b>Total Operating Expenses</b>	<b>2,594,595</b>	<b>17,481,301</b>	<b>2,569,455</b>	<b>15,038,633</b>
<b>Operating (Loss)/Gain</b>	<b>-1,143,107</b>	<b>-1,868,293</b>	<b>-1,366,256</b>	<b>-3,165,008</b>
<b>Non-Operating Revenues (Expenses):</b>				
State Appropriations	435,966	2,615,796	405,904	2,326,764
Tax Revenue	1,489,438	1,668,207	2,062,055	2,229,477
Interest Income	2,659	29,069	7,414	37,221
Gain/Loss on asset disposal	-	12,617	-	-
Principal & Interest on Debt	-2,335	-73,130	-291,126	-280,392
<b>Total Non-Operating Revenue (Expense)</b>	<b>1,925,728</b>	<b>4,252,559</b>	<b>2,184,247</b>	<b>4,313,070</b>
<b>Increase in Net Assets</b>	<b>782,621</b>	<b>2,384,266</b>	<b>817,991</b>	<b>1,148,062</b>

**East Central College  
Investments  
As of December 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
1024019999	12/2/2021	12/2/2022	12 Months	0.60%	\$ 800,000.00
<b>ECC Total Investments</b>					<b>\$ 1,603,306.82</b>

**2021**

Total Cash Accounts	\$ 5,515,138.00
Certificates of Deposit	\$ 1,603,306.82
	<b>\$ 7,118,444.82</b>

**2020 (December)**

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

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

**United Bank of Union**

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

**Phelps County Bank**

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

**United Bank of Union**

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FHR 4672 QD	08/15/45	3137BXLH3	\$ 89,361.60
FRESB 2019-SB61 A10H	01/25/39	30309LAN8	\$ 1,354,082.74
Federal National Mortgage Association	10/01/34	3138EN6G9	\$ 422,986.98
FHLMC POOL #RB5108	04/01/41	3133KYU98	\$ 1,859,346.74
GNR 2021-22 AD	10/16/62	3830RTZ3	\$ 1,940,263.31
FHR 5081 AG	3/25/1951	3137FXXS2	\$ 1,610,534.34
FHLB LETTER OF CREDIT	10/28/2021		\$ 500,000.00
<b>TOTAL</b>			<b>\$ 7,776,575.71</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 December 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 November 1, 2021 through December 31, 2021, is reported at \$4,320,478.11

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 6: PEDESTRIAN BRIDGE UPDATE**

Brad Dunagan from Cochran Engineering will provide an update on the design work for the pedestrian bridge between Buescher Hall and Shook Student Center.

3/7/2022

Section 6, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 7: HISTORICAL MARKER – ERASTUS BROWN**

**Recommendation:** To **approve** the request of the Franklin County Community Remembrance Project Coalition to place a historical marker on the campus in acknowledgment of the lynching of Erastus Brown.

Attachment

3/7/2022

Section 7, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

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**BOARD MEMORANDUM**

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**TO:** BOARD OF TRUSTEES

**FROM:** JON BAUER, PH.D.

**SUBJECT:** RECOMMENDATION ON HISTORICAL MARKER

**DATE:** MARCH 3, 2022

**CC:**

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This memorandum serves as a recommendation for the Board of Trustees to approve the request of the Franklin County Community Remembrance Project Coalition to place a historical marker on the campus in acknowledgment of the lynching of Erastus Brown.

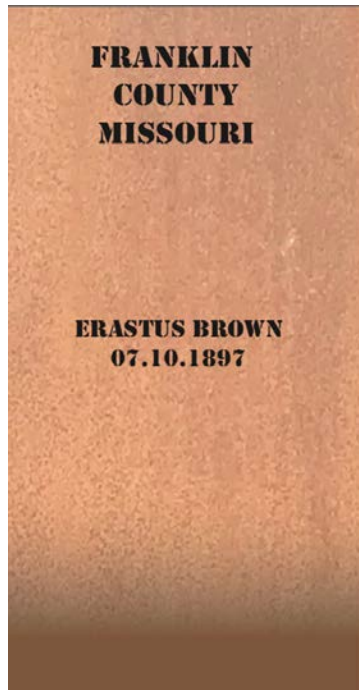
Information about the project follows this memorandum. You will see that the marker is proposed at the site of the former tennis courts. This site is easily accessible from parking lots relatively close to the college entrance. However, it is not a site that has been identified for future development by the college. The location is otherwise likely to remain grassed.

The marker acknowledges an important but disturbing incident in our county's history. The actual location along the Bourbeuse River is not accessible to the public. Placing it on our campus will ensure that visitors can access the site with ease.

The marker is consistent with our purposes as an educational institution. Teaching our community about our own history is part of the role of a "community college."

The request is consistent with our newly adopted policy on Monuments and Memorials, and I wholeheartedly recommend its approval.

I look forward to the discussion Monday evening.



10 Dover Lane  
Villa Ridge, MO 63089-2001  
C 314 609 5571

ErastusBrown@klinedinst

Friday, February 11, 2022

Dear Dr. Jon Bauer

President, East Central College  
1964 Prairie Dell Road, Union, MO  
63084 Room BH 255

The Franklin County Community Remembrance Project Coalition is requesting the placement of a Historical Marker acknowledging the lynching of Erastus Brown. This is part of our county effort to work for racial justice. Neighbors United - Undoing Racism is the lead organization in our Coalition and has been working for racial justice in Franklin County since the mid 90s.

The location of the Historical Marker is planned for the area formerly occupied by the old tennis courts. We have been working with Dr. Kevin Dixon on preparing the soil for a Memorial Garden in which the Historical Marker would be placed. At a later date we hope to install in the last phase of our Remembrance Project a corten steel monument, like the more than 800 similar monuments which hang in the National Memorial for Peace and Freedom ( see [https:// museumandmemorial.eji.org/memorial](https://museumandmemorial.eji.org/memorial) ).

The Franklin County Community Remembrance Project Coalition is the party responsible for funding, installing, and maintaining the Historical Marker. Equal Justice Initiative (EJI) is providing all the Historical Marker materials according to their national specifications (see attached Guide).



We in turn ask for an official confirmation that you have authorized this installation, a contact person or office for any future communications, and any other agreements that pertain to this site.

We hope this request might be able to be considered for approval at the March Board of Trustees meeting.

Thank you in advance for considering our request. We believe it goes a long way to show ECC's community service, outreach, and education.

Sincerely,

Patricia Bowers

Lloyd Klinedinst

on behalf of The Franklin County Community Remembrance Project Coalition

# HISTORICAL MARKER PROJECT OVERVIEW

**"THE PUBLIC NARRATIVE A NATION CREATES ABOUT WHAT IS IMPORTANT IS REFLECTED IN MEMORIALS AND MONUMENTS. WHO IS HONORED, WHAT IS REMEMBERED, WHAT IS MEMORIALIZED TELL A STORY ABOUT A SOCIETY THAT CAN'T BE REFLECTED IN OTHER WAYS." - BRYAN STEVENSON, EJI DIRECTOR**

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The **Equal Justice Initiative** (EJI) is dedicated to supporting communities across our nation in confronting historical trauma and advancing truth-telling at the local level. Historical markers are a compelling tool that can help create a permanent record of racial terror violence and expose an entire community to our shared history of racial injustice.

Through EJI's **Community Remembrance Project**, EJI sponsors historical marker projects, with each marker valued at about \$3000 each including fabrication and shipment. EJI works with local Community Remembrance Coalitions made up of diverse members of their community to facilitate these projects. In addition to the historical marker, EJI provides additional resources and support throughout the project, including, but not limited to, at least \$5000 in scholarships to local public high school students through a Racial Justice Essay Contest and the provision of EJI materials, reports, and staff support.

Please refer to the basic FAQ and additional resources included to learn more about EJI sponsored historical markers and their installation in the community.

# BASIC HISTORICAL MARKER DESIGN & LOGISTICAL FAQ

## HOW BIG ARE EJI HISTORICAL MARKERS?

EJI sponsored marker panels are rectangular in shape, about 42 inches wide by 38.5 inches high. The polls (or mounting posts) are non-break-away 7-foot tall octagonal aluminum posts. The marker, including its 7 ft post, weighs about 100 lbs.

## WHAT ARE THE HISTORICAL MARKER DESIGN FEATURES?

EJI markers generally use a blue plate color; gold lettering; and the Community Remembrance Project emblem at the top of the marker, customized for each community's state and county.

## WHAT IS THE FOCUS OF THE TEXT ON THE HISTORICAL MARKER?

EJI markers consist of two sides of text that have different but connected narrative emphases:

**Side One** details the narrative of the victim(s) being memorialized.

**Side Two** provides contextual information about the trauma and legacy of racial terror lynching in America.

The narrative content of each marker is based on documented research that EJI and Community Remembrance coalition partners have contributed. Each marker attempts to convey the individual stories of the victim(s), while providing broader historical context that helps audiences understand the scope and legacy of harm created by racial terror lynchings targeting African Americans. This historical context and specificity around language is further explained in EJI's *Lynching in America* report, available at <https://lynchinginamerica.eji.org/report/>

## HOW LONG DOES IT TAKE FOR THE MARKER TO BE FABRICATED AND SHIPPED? HOW MUCH TIME IS NEEDED FOR INSTALLATION?

Marker fabrication and shipment generally takes **between eight to ten weeks total**. EJI advises installing historical markers at least three days before a scheduled unveiling event and dedication ceremony, to ensure that the marker has time to set. Local weather conditions should be considered and discussed with local installers in advance.

# SAMPLE MARKER TEXT FROM EJI HISTORICAL MARKER



## LYNCHING OF LEVI HARRINGTON (SIDE 1)

Levi Harrington was a well-respected African American man who lived with his wife and five children near Kansas City. One of Mr. Harrington's former employers described him as a "faithful...honest man," who "was sober and industrious, saved his money, and cared for his family." On April 3, 1882, a police officer was fatally shot in Kansas City, and suspicion was immediately directed towards black residents. During this era, deep racial hostility burdened black people with presumptions of guilt, often resulting in accusations that were unfounded and unreliable. As Mr. Harrington made his way through Kansas City that day, he was stopped by police and arrested. Despite the lack of evidence to indicate his involvement in the shooting, an angry white mob quickly formed and grew to several hundred people intent on lynching Mr. Harrington. The mob forcefully seized Mr. Harrington from police custody and lynched him by hanging him from a beam on the Bluff Street Bridge and shooting him. Although newspapers reported that Mr. Harrington was innocent of the accusations against him, no one was held accountable for the lynching of Levi Harrington.

## LYNCHING IN AMERICA (SIDE 2)

Thousands of black people were the victims of racial terror lynching in the United States between 1877 and 1950. The lynching of African Americans during this era was a form of racial terrorism intended to intimidate black people and enforce racial hierarchy and segregation. After the Civil War, violent resistance to equal rights for African Americans led to fatal violence against black women, men, and children accused of violating social customs, engaging in interracial relationships, or committing crimes, even when no evidence tied the accused to the alleged offenses. Many black people were pulled out of jails or given over to mobs by law enforcement officials who were legally required to protect them. Racial terror lynchings often included burnings and mutilation, sometimes in front of crowds numbering in the thousands. Many names of those whose lives were claimed by these acts of racially motivated violence were not recorded and will never be known, but at least 60 racial terror lynchings have been documented in Missouri.

# SITE AUTHORIZATION DOCUMENTATION

**Site authorization documentation refers to written permission granted by a site owner(s) or local approving body to install a EJI sponsored historical marker at the Community Remembrance Coalition's preferred site of interest.**

Documentation that a Community Remembrance Coalition has permission to install the historical marker on their site of preference can either come as a formal, signed letter or as a direct email confirmation from the permission grantor. Site authorization documentation should be able to explain that:

- The document is serving as **official confirmation** that the site has been approved by the necessary approving body and/or site owner(s) to have the historical marker installed there,
- There is a **direct point of contact** to refer back to if any questions emerge in the future,
- The site is **officially recognized by specific location details** included, e.g. address, any other relevant description, and
- Any other important information for future reference should be noted, as well (e.g. maintenance requirements, etc.)

Both letters and email documentation should be understood as an official agreement for the site approval. Therefore, site owners or approving bodies should follow their normal processes for official documentation. Generally, EJI encourages pursuing a more formal documentation process, such as submitting a letter on official letterhead.

# MARKER INSTALLATION INSTRUCTIONS

The single 7' post historical markers are manufactured to sit down on top of an octagonal extruded aluminum post that has been provided. The marker is secured to the post by eight (8) set screws that are provided with the marker.

The post is designed for 36" insertion in the ground. This leaves approximately 4' of post above ground.

Using a post hole digger, dig a hole 10"- 12" in diameter and 36" deep. Place the post in the hole with one of the flat faces on the post facing the direction that the marker is to face. Place the post in the hole then plumb and brace it.

Fill top of hole with concrete (sacrete works fine). You might cut the bottom out of a 5 gallon plastic bucket to use as a form. Slip the bucket down over the post so it is resting on the ground at the top of the hole. When you fill the top of the hole with concrete, bring the concrete up about 4 - 6" above the ground. When hardened, cut the plastic form away and you have a nice curb around the post which will deter mowers and trimmers from damaging the post.

Before trying to place the marker on the post, use an Allen wrench to back the set screws part way out of their holes. They have been screwed on for shipment and unless they are backed out part way the marker will not sit down on the post.

Place the marker on the post. Check it for alignment looking straight at the marker and then moving 90 degrees to view the edge of the marker. Secure the marker by tightening the set screws. Adjustments in alignment can be made using the set screws.

The marker can be made **theft proof** by drilling the flats off the set screws after the marker is secured to the post. Simply take a 1/4" drill bit and drill down into the center of the set-screws going only to the bottom of the hole this will prevent removal of the set screws. To remove the marker, the set screws will have to be drilled out.

Installation takes less than an hour; allow 24 hours before removing the bracing.

---

## FURTHER INFORMATION

*In 2008, EJI launched a public education project focused on telling the truth about America's racial history. Through research, writing, and community partnership, EJI works to document and memorialize the eras of enslavement, racial terror lynching, segregation, and mass incarceration. EJI's public education materials include reports, videos, interactive websites, and the annual A History of Racial Injustice calendar. Our Community Remembrance Project has helped communities across the nation reckon with tragic histories of racial violence and unresolved trauma through public memorials and local dialogue; and in April 2018, this work culminated in the opening of two important cultural spaces: the Legacy Museum: From Enslavement to Mass Incarceration and the National Memorial for Peace and Justice, both located in Montgomery, Alabama.*

### **For more information about EJI's public education resources and Community Remembrance Project:**

- **Visit** <https://www.eji.org>
  - For **EJI Reports**, visit <https://eji.org/reports/>
  - For **EJI Videos**, visit <https://eji.org/videos/>
- **Explore** EJI's **Community Remembrance Project**, including Soil Collection Community Projects and the Historical Marker Project, <https://eji.org/community-remembrance-project>
- **Learn** about the **Legacy Museum** and **National Memorial for Peace and Justice**, <https://museumandmemorial.eji.org/>
- **Read** the **Lynching in America** report, <https://lynchinginamerica.eji.org/report/>
- **Watch** EJI-HBO documentary, **True Justice**, <https://eji.org/projects/true-justice/>

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 8: CONSORTIUM AGREEMENT – RESPIRATORY THERAPY**

**Recommendation:** To **approve** a Memorandum of Understanding to offer a Respiratory Therapy Bachelor of Science Degree through the Consortium for the Advancement of Health Professions in Missouri in collaboration with Moberly Area Community College, North Central Missouri College, State Fair Community College, Three Rivers College, and Central Methodist University.

Attachments

3/7/2022

Section 8, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602





OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer, College President

DATE: February 28, 2022

FROM: Robyn Walter, Vice President of Academic Affairs

RE: Consortium for the Advancement of Health Professions in Missouri

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In cooperation with Central Methodist University, a memo of understanding has been drafted for the Consortium for the Advancement of Health Professions in Missouri. Membership of the consortium consists of East Central College, Moberly Area Community College, North Central Missouri College, State Fair Community College, Three Rivers College, and Central Methodist University.

Mission: The Consortium, as a federation of member Missouri community colleges and Central Methodist University, will expand educational opportunities, especially for students who may have limited access to affordable selected degree programs in the health professions. In addition, through cooperation, students from across Missouri will be able to enroll in Consortium programs without having to move or re-locate from their homes and communities.

The Consortium has as its major priority:

To plan cooperatively with clinical health employers, professionals, local community colleges, and Central Methodist University, in order to increase accessibility to affordable higher education and health related programming by:

- Sharing human and material resources to avoid costly duplication of effort
- Capitalizing on new and innovative instructional delivery systems
- Enhancing public/private partnerships

Initial Program:

As a provider of articulated degree programs in the health professions, the Consortium will extend programmatic opportunities throughout the service regions of the member community colleges for the following Coordinating Board of Higher Education (CBHE) approved and professionally accredited articulated degree program:

**RESPIRATORY THERAPY**

Bachelor of Science Degree

CIP Code: 51.0908

The Consortium intends to begin the process to become accredited by the Commission on Accreditation for Respiratory Care (CoARC). It is the intent that the Respiratory Therapy program will achieve initial accreditation in May 2023.

Students will complete the Associate of Arts degree at their local community college. The community college will assist with the identification and securing of clinical facilities in their region. They will work as liaisons between the clinical facility and clinical coordinator employed by Central Methodist University. Central Methodist University will be responsible for developing and maintaining clinical site agreements for the Respiratory Therapy program.

Central Methodist University is responsible for employing all administrative staff, support staff, and faculty needed to support the Respiratory Therapy program and meet accreditation requirements.

Central Methodist University will provide lab space at 1400 Forum Blvd., Suite 4, Columbia, Missouri 65203 for both virtual lab experiences and face-to-face lab experiences. Central Methodist University will provide and support the use of Zoom for virtual educational experiences. The community colleges will provide adequate space and equipment for tutoring sessions conducted over Zoom with faculty and tutors employed by Central Methodist University.

# **MEMORANDUM OF UNDERSTANDING**

## **Of the**

### **Consortium for the Advancement of Health Professions in Missouri**

#### **Preamble**

The Consortium for the Advancement of Health Professions in Missouri will develop and deliver instruction, education and training for Missouri's health-related workforce. The Consortium will establish relationships with hospitals, businesses, and industry to enhance the economy and workforce training and education within regions of Missouri. The Consortium will address the needs of both individuals and businesses so that Missourians will have affordable health care delivered by well-paid, competent providers, and conversely, businesses will have access to a steady supply of skilled health professionals. Primarily, the Consortium will establish an instructional program delivery structure to provide degrees to student completers residing within the service regions of member Missouri community colleges.

#### **Scope of Consortium**

The Consortium has as its major priority:

- To plan cooperatively with clinical health employers, professionals, local community colleges, and Central Methodist University, in order to increase accessibility to affordable higher education and health related programming by:
  - Sharing human and material resources to avoid costly duplication of effort
  - Capitalizing on new and innovative instructional delivery systems
  - Enhancing public/private partnerships

The scope of the Consortium aligns exceptionally well with the "service region" mission of each of the participating community colleges and Central Methodist University, through:

- Expanding the supply of healthcare providers who will choose to live and work near their current homes
- Improving student alumni satisfaction rates
- Improving employer satisfaction rates
- Improving healthcare consumer outcomes and satisfaction rates through access to quality care.

#### **Mission**

The Consortium, as a federation of member Missouri community colleges and Central Methodist University, will expand educational opportunities, especially for students who may have limited access to affordable selected degree programs in the health professions. In addition, through cooperation, students from across Missouri will be able to enroll in Consortium programs without having to move or re-locate from their homes and communities.

## **Membership**

As of the date of this Consortium agreement, membership is granted to institutions of the Missouri Community College Association and Central Methodist University Unless otherwise amended, the Consortium shall consist of the following members:

*East Central College, Union*  
*Moberly Area Community College, Moberly*  
*North Central Missouri College, Trenton*  
*State Fair Community College, Sedalia*  
*Three Rivers College, Poplar Bluff*  
*Central Methodist University, Fayette*

## **Governance**

The Consortium shall be governed through representation of the Chief Academic Officers from each partner institution. The Consortium's governing members shall be called "Directors" and may at any time mutually agree to limit or expand membership to the Consortium, and may approve the addition or deletion of other health profession programs. Such modifications shall occur by formal amendment to this Memorandum of Understanding. In addition, the Directors will provide ongoing oversight of programs to ensure adherence to the mission-driven integration.

## **Initial Programs**

As a provider of articulated degree programs in the health professions, the Consortium will extend programmatic opportunities throughout the service regions of the member community colleges for the following Coordinating Board of Higher Education (CBHE) approved and professionally accredited articulated degree programs:

### **RESPIRATORY THERAPY**

#### **Bachelor of Science Degree**

**CIP Code: 51.0908**

The Consortium intends to begin the process to become accredited by the Commission on Accreditation for Respiratory Care (CoARC) located at 264 Precision Blvd., Telford, TN 37690 Phone number: (817) 283-2835. It is the intent that the Respiratory Therapy program will achieve initial accreditation in May 2023.

Graduates that satisfactorily complete the degree requirements and clinical affiliation requirements from an accredited Respiratory Care program will be eligible to sit for the National Certification Exam that is administered by the National Board for Respiratory Care (NBRC).

Contact information: National Board for Respiratory Care, 10801 Mastin St., Suite 300, Overland Park, KS 66210, (913) 895-4900.

### **Appendix A**

Students pursuing a degree in Respiratory Therapy, having met admission requirements, will be allowed dual admission to the community college and Central Methodist University – College of Graduate and Extended Studies.

Students will apply to the Respiratory Therapy program in the Spring of their sophomore year. This application will be submitted to Central Methodist University

The community college will designate an advisor for the Respiratory Therapy program to advise students during their first two years in the program. Central Methodist University will designate and advisor for the Respiratory Therapy program to advise students during their last two years in the program.

During the second semester of the sophomore year, students will enroll in 6 credit hours of Respiratory Therapy coursework offered by Central Methodist University. These credits will be transferred back to the community college (reverse transfer) for the awarding of the Associate of Arts degree.

A cohort of 25 students will be admitted to the program annually. Each institution may enroll 5 qualified applicants in the final two years of the Respiratory Therapy program. If an institution does not have 5 qualified applicants, the other institutions may request enrollment of additional qualified applicants to reach a cohort of 25 students.

The community college will provide Central Methodist University unofficial transcripts of students pursuing the Respiratory Therapy degree for tracking purposes.

The community college will assist with the identification and securing of clinical facilities in their region. They will work as liaisons between the clinical facility and clinical coordinator employed by Central Methodist University. Central Methodist University will be responsible for developing and maintaining clinical site agreements for the Respiratory Therapy program.

Central Methodist University is responsible for employing all administrative staff, support staff, and faculty needed to support the Respiratory Therapy program and meet accreditation requirements.

Central Methodist University will provide lab space at 1400 Forum Blvd., Suite 4, Columbia, Missouri 65203 for both virtual lab experiences and face-to-face lab experiences. Central Methodist University will provide and support the use of Zoom for virtual educational experiences. The community colleges will provide adequate space and equipment for tutoring sessions conducted over Zoom with faculty and tutors employed by Central Methodist University.

Central Methodist University is responsible for the development of the Respiratory Therapy curriculum; employing faculty to teach all Respiratory Therapy coursework; procuring all laboratory equipment and supplies; and securing program accreditation with the Commission on Accreditation for Respiratory Care (CoARC).

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President  
East Central College

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Date

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President  
Moberly Area Community College

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Date

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President  
North Central Community College

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Date

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President  
State Fair Community College

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Date

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President  
Three Rivers College

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Date

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President  
Central Methodist University

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Date

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 9: ACADEMIC AGREEMENT – JEFFERSON COLLEGE/MINERAL  
AREA COLLEGE**

**Recommendation:** To **approve** a memorandum of understanding with Jefferson College and Mineral Area College to provide affordable access to educational programs unique to each campus by allowing students to seek a certificate or degree at the in-district tuition rate of their home college for programs specified in the agreement.

Attachments

3/7/2022

Section 9, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer, College President

DATE: February 28, 2022

FROM: Robyn Walter, Vice President of Academic Affairs

RE: ECC/JC/MAC MOU

---

East Central College (ECC), Jefferson College (JC), and Mineral Area College (MAC) desire to cooperate for the purpose of providing affordable access to quality educational programs beyond those programs offered at each respective college.

Students seeking a certificate or degree that is not offered at their in-district institution will be able to pursue that certificate or degree at the partner institution. Students residing in each community college district listed below shall be granted in-district tuition rates at the Host (degree-granting) institution for the programs listed below each college heading.

**Program Matrix**

<b>East Central College</b>	<b>Jefferson College</b>	<b>Mineral Area College</b>
AAS – Physical Therapist Assistant (JC)	AAS – Building Construction (ECC)	AFA – Music (ECC or JC)
AAS – Veterinary Technology (JC)	AAS – Industrial Engineering Technology (ECC)	AAS – Culinary Arts (ECC or JC)
AAS – Law Enforcement (JC or MAC)	AA – Agriculture Pathway (ECC)	AAS – Radiologic Technology (ECC or JC)
	AAS – Engineering Technology – Design / Drafting (MAC)	AAS – Veterinary Technology (JC)
	AAS – Industrial Maintenance (MAC)	

This Agreement will begin effective Fall, 2022. The Agreement shall automatically renew for successive one (1) year terms unless terminated in accordance with the provisions of the agreement. Additional programs may be added to the Program Matrix with the approval of all designated colleges.

MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN  
EAST CENTRAL COLLEGE,  
JEFFERSON COLLEGE,  
AND  
MINERAL AREA COLLEGE  
EFFECTIVE FALL 2022

East Central College (ECC), Jefferson College (JC), and Mineral Area College (MAC) desire to cooperate for the purpose of providing affordable access to quality educational programs beyond those programs offered at each respective college. Further, the parties desire to offer in-district tuition rates for specific programs to students residing in their respective community college districts.

WHEREAS ECC desires to provide its community college district residents with affordable access to programs not offered at ECC;

WHEREAS JC desires to provide its community college district residents with affordable access to programs not offered at JC;

WHEREAS MAC desires to provide its community college district residents with affordable access to programs not offered at MAC;

WHEREAS all parties desire to outline the responsibilities of each party:

1. Partner Responsibilities. ECC, JC, and MAC agree:
  - a. Each party shall provide certificate- or degree-seeking students from each sending district with in-district tuition rates for specific programs as outlined in the Program Matrix.
  - b. Each party will charge standard fees, course materials, and supplies.
  - c. Each party will include in their listing of instructional programs the specific programs outlined in the Program Matrix.
  - d. Students will be required to apply to the receiving college, including any applications required for selective-admission programs.
  - e. Students desiring to receive in-district tuition under the terms of this agreement shall submit to the receiving district a request for the same as detailed in section 3.
  - f. Each party agrees to promote these opportunities to their native student population.
  - g. Each party agrees to provide access to library services, computer labs, and testing services to students enrolled under this agreement.
  - h. Each party will provide aggregate data at the end of each academic year.
    - i. Enrollments (headcount and credit hours)
    - ii. Degree completion
  - i. Financial aid considerations:
    - i. Each institution will assign a financial aid representative to assist students participating in this agreement with identifying their financial aid options and processes.



- ii. If interested in financial aid, the student will complete the degree granting institution's Home Consortium Agreement form.
    - iii. If concurrently enrolled, all coursework being taken by the student at the Host institution must transfer back to the Home institution where the student is degree-seeking.
    - iv. The Host institution's financial aid office must verify student participation, report changes in enrollment, and provide last dates of attendance to the Home institution.
  - j. Student conduct considerations:
    - i. Student conduct and behavioral concerns will be shared between institutions
2. Program Matrix. Students residing in each community college district listed below shall be granted in-district tuition rates at the Host (degree-granting) institution for the programs listed below each college heading.

East Central College	Jefferson College	Mineral Area College
AAS - Physical Therapist Assistant (JC)	AAS - Building Construction (ECC)	AFA - Music (ECC or JC)
AAS - Veterinary Technology (JC)	AAS - Industrial Engineering Technology (ECC)	AAS - Culinary Arts (ECC or JC)
AAS - Law Enforcement (JC or MAC)	AA - Agriculture Pathway (ECC)	AAS - Radiologic Technology (ECC or JC)
	AAS - Engineering Technology - Design/Drafting (MAC)	AAS - Veterinary Technology (JC)
	AAS - Industrial Maintenance (MAC)	

3. Student Request for In-District Tuition. Students shall submit a completed form (Appendix A) to the Registrar prior to the start of the semester that includes the following information:
- a. Name and date of birth
  - b. District residency
  - c. Desired program of study
  - d. FERPA release for exchange of information with the sending institution
  - e. Official transcript of academic records from the sending institution

- f. Signatory approval from the sending institution
4. Term and Termination. This Agreement shall begin as of the Effective Date and continue for one (1) year. The Agreement shall automatically renew for successive one (1) year terms unless terminated in accordance with the provisions of this section. Any party may terminate their participation in this Agreement upon notifying the others in writing sixty (60) days prior to termination date. The receiving institution will honor the terms of this agreement for students who enroll prior to any termination of this agreement.
  5. Addition of Programs. Additional programs may be added to section 2 Program Matrix with the approval of all parties.
  6. Compliance with Laws. The parties will comply with all applicable federal, state, and local laws and regulations.
  7. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Missouri.
  8. Amendments. This Agreement may only be amended by a written amendment signed by all parties. This Agreement currently contains the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communication between the parties relating to the subject matter.
  9. Assignment and Delegation. This Agreement may not be assigned by any party without the express written consent of the other parties.

\_\_\_\_\_  
Dr. Jon Bauer  
President  
East Central College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Dena McCaffrey  
President  
Jefferson College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Joseph Gilgour  
President  
Mineral Area College

\_\_\_\_\_  
Date

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 10: BOARD POLICY**

**Recommendation:** To **approve** Board Policy and Procedures 3.27 Communicable Diseases as attached to the agenda.

**Recommendation:** To **adopt** Board Policy and Procedures 1.8 Board Member Board Code of Ethics as attached to the agenda and renumber policies in Chapter One of the Policy manual as outlined in the attachment to the agenda.

Attachments

3/7/2022

Section 10, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

### **3.27 Communicable Diseases Policy** *(Revised 5-12-2008; revised 8-25- 2014; 3-7-2022)* *(formerly 3.16)*

~~East Central College endeavors to provide its students with a safe and healthy environment in which learning can occur. This policy is intended to prevent the transmission of communicable diseases from a student to other members of the College community. A student with a communicable disease may present a reasonably foreseeable risk of harm to others. Therefore,~~ The College will take appropriate action in accordance with this policy to minimize the risk of transmission of communicable diseases and to maintain a safe campus and educational environment. Some College departments have additional restrictions and procedures that must be followed due to the nature of the educational environment.

#### **Procedures:**

##### **3.27.1 Definitions** *(Revised 8-25-2014, 3-7-2022)*

The following definitions apply to this Policy:

~~The term “Communicable Disease” - shall mean~~ An infectious disease that is readily capable of transmission to other individuals through close contact, exposure to routine secretions, and/or physical proximity on a college campus. A communicable disease may be acute (short-term) or chronic (long-term). For purposes of this Policy, this term is not intended to include diseases for which transmission is virtually eliminated as a result of the application of standard universal precautions or other effective measures. -

~~The term “Assessment Team” shall mean~~ - A multi-disciplinary team convened to review and assess the student’s communicable disease and its effect on the College community.

~~The terms “Others” or “Others in the College Community” shall mean~~ - Employees, students, and visitors to the College or any of its satellite facilities or properties.

Epidemic – The occurrence in a community or region of cases of an illness clearly in excess of normal expectancy.

Pandemic – A disease epidemic that has spread across multiple continents or worldwide.

##### **3.27.2 Disclosure** *(Revised 8-25-2014, 3-7-2022)*

A student who becomes aware that ~~he/she~~ they have ~~has~~ or may have a communicable disease of public health concern shall self-report this information to the Chief Student Affairs Officer or designee. A College employee who has personal knowledge that a College student has or may have a communicable disease of public health concern must also report this fact to the Chief Student Affairs Officer or designee.

### **3.27.3 Assessment** *(Revised 8-25-2014, 3-7-2022)*

Upon receipt of a report that a student has or may have a communicable disease, the Chief Student Affairs Officer is authorized to temporarily exclude the student from College property until a multi-disciplinary team (“Assessment Team” or “Team”) is convened to review and assess the student’s condition.

The Assessment Team will be composed of the following: (1) the Chief Student Affairs Officer or ~~his/her~~ designee; (2) a physician or other consultant **with knowledge of the particular disease**, selected by the College, ~~with knowledge of the particular disease~~; (3) the student’s health care provider; and (4) other College representatives, as appropriate. The student and/or ~~his/her~~ **their** representative will be involved in the assessment process, but the decision on how the situation will be handled will be determined by the College.

The Chief Student Affairs Officer must convene the Team within ~~a reasonable prompt period of time~~ **five (5) working days** after receiving a report that a student has or may have a communicable disease. ~~The Team should be convened within five (5) business days of the report, if not sooner.~~ Members of the Team are responsible for arranging their schedules to meet at the time and place designated by the Chief Student Affairs Officer. Because of the importance of addressing the communicable disease ~~in a prompt manner~~ **promptly**, this meeting will not be rescheduled because of the unavailability of one or more members. However, members of the Team may participate ~~by telephone~~ **remotely** upon giving advance notice to the Chief Student Affairs Officer.

The Team will assess, review, and consider the following: (1) the student’s condition; (2) the present and future risk of transmission to others; (3) the existence and practicality of implementing precautions, methods, and strategies to eliminate or reduce the risk of transmission to others; (4) the restrictions, if any, that will be required to prevent the student from creating the risk of transmission to others; (5) whether the student should be excluded (or continue to be excluded) from College premises, and, if so, whether alternative educational arrangements can be made; and (6) if warranted, the date upon which the Team will reconvene to reassess the matter.

The Team will make a determination regarding the student’s exclusion (or continued exclusion) from the College and/or the conditions or restrictions on the student’s return to the College (if any) within three (3) working days after it has convened. The Team’s determination will be documented in writing and the Chief Student Affairs Officer shall provide written notice of the determination to the student and President of the College.

If the student’s condition is chronic or persists for more than a short, definable period, the Team shall reassess its determination as often as the Team deems appropriate.

This assessment process is not intended to limit or otherwise inhibit the right of the College to contact the local health authority or other public health official

for guidance or direction in handling a communicable disease situation. Directives or orders from public health officials shall supersede the assessment process in this **Policy**.

#### **3.27.4 Consent**

To aid in its assessment, the Team may request that the student provide a HIPAA compliant authorization that permits the Team to communicate with the student's health care provider(s) regarding the status and effect of the student's communicable disease. In addition, the Team may require **the student**, at the College's expense and in accordance with law, ~~the student~~ to undergo a physical examination and/or medical tests that are narrowly tailored to assist the Team in determining whether the student still has a communicable disease. A student who refuses to provide consent to enable the Team to communicate with the student's health care provider(s) or to undergo the required examination/tests may be subject to exclusion from College property, as permitted by law, until such time as consent is provided or the Team determines that the student may return in accordance with this Policy.

#### **3.27.5 Return to the College** *(Revised 8-25-2014)*

The Team is authorized to decide that the student may return to the College if it determines that one or more of the following is true:

1. The student never had or no longer has the communicable disease; or
2. The communicable disease is not in the infectious or contagious stage; or
3. The communicable disease poses little to no risk of transmission in the College environment upon the application of universal precautions or other effective measures.

#### **3.27.6 Appeal** *(Revised 8-25-2014, 3-7-2022)*

The student may appeal the Team's determination to the President of the College in writing within three (3) ~~business~~ **working** days of the receipt of the Team's decision. The student shall set forth in writing the reasons why the Team's decision should be modified or reversed. As part of the appeal process, the President is entitled to review all documentation produced and considered by the Team. Upon conclusion of this review, the President will issue a written decision to the Team and the student. The President's decision shall be final. However, if the student believes that the actions under this **Policy** were taken in violation of Section 504 of the Rehabilitation Act of 1974 ("Section 504") or the Americans with Disabilities Act ("ADA"), the student is permitted to submit an appeal by proceeding to the final level of the College's grievance **Policy** on Section 504/ADA complaints. A copy of that **Policy** may be obtained from the College's Compliance Coordinator for these laws, whose contact information is as follows:

Chief Student Affairs Officer  
East Central College  
1964 Prairie Dell Road  
Union, MO 63084  
Phone: 636-584-6565

A student who is unable to resolve a problem or grievance under Section 504 or the ADA has the right to file a complaint with the Office for Civil Rights for the United States Department of Education, ~~Region VII, 8930 Ward Parkway, Suite 2037,~~ **1010 Walnut Street, Suite 320**, Kansas City, MO ~~65114~~ **64106**; phone 816-268-0550.

### **3.27.7 Confidentiality** *(Revised 8-25-2014)*

Students with communicable diseases have a right to privacy and a need for confidentiality of their medical information. Therefore, to preserve this right, the following rules will apply:

- 1 The student's medical condition and related information may be disclosed only to those individuals who ~~have a~~ "need to know" the information ~~in order~~ to implement this Policy, to assure that proper care is provided, and/or to detect/monitor situations in which the potential for transmission of the communicable disease may increase, as well as to those individuals who are otherwise authorized to receive, or who must receive, this information under law.
- 2 The student's medical information shall be retained in a file separate from the student's other records. This separate file shall be maintained by the Chief Student Affairs Officer.
- 3 Willful, negligent, or unauthorized disclosure of information about a student's medical condition will be cause for remedial or disciplinary action, up to and including dismissal.

### **3.27.8 Epidemics/Pandemics** *(Adopted 3-7-2022)*

Should any disease reach an epidemic or pandemic stage, the College will review and monitor the situation and rely on information and guidance from local, state, and federal authorities to provide appropriate information to the College community. The College President may temporarily close the College if such closure serves the best interest of the College community. In addition, the College President may institute quarantine or isolation protocols; restrict travel to high-risk locations; limit access to facilities; institute measures such as social distancing, enhanced cleaning protocols, and suspension of classes; and/or implement other measures to mitigate disease transmission as recommended by local, state, and federal public health officials. The College President will establish a return to campus plan for all students that supersedes the procedures above.

**1.XX Board Code of Ethics** *(Adopted 3-7-2022)*

The Board of Trustees, as the sole governing body of the district, will adhere to this Code of Ethics to ensure autonomous governance of the College. In conjunction with policies established concerning the authority, responsibilities, accountability, and operations of the Board, the Code of Ethics establishes standards and expectations for the actions of each Trustee.

Each member of the Board of Trustees of East Central College shall:

1. Hold the educational welfare of the students attending East Central College as the primary concern.
2. Devote time, thought, and study to the duties and responsibilities of a Trustee in order to render effective and creditable service.
3. Work with fellow board members in a spirit of cooperation and collaboration.
4. Recognize and communicate that authority rests only with the whole Board and that a Trustee has no legal authority outside the legally constituted meetings of the board.
5. Refrain from acting on their own or directing college employees or operations.
6. Conduct all College business in open public meetings unless, in the judgment of the Board and only for those purposes permitted by law, it is more appropriate to hold a closed meeting.
7. Hold confidential all discussions occurring in closed meetings of the Board, to the extent allowed by law.
8. Base decisions upon all available facts in each situation; vote their conviction in every case, unswayed by partisan bias of any kind; and abide by and uphold the final majority decision of the board.
9. Speak with one voice as a Trustee once a board decision or policy is made.
10. Make no commitments to constituents on behalf of the board.
11. Uphold, implement, and enforce all laws, rules, regulations, court orders, and standards pertaining to East Central College.
12. Resist every temptation and outside pressure to use the position of Trustee to benefit themselves or any other individual or agency apart from the total interest of the community college.
13. Exemplify ethical behavior and conduct that is above reproach.
14. Endeavor to remain always accountable to the community.



# BPP Chapter 1 Re-Organization

## March 2022

current #	Name as Revised	new #
<b>College Structure &amp; Authority</b>		
1.2	Mission	1.1
1.1	Legal Authority	1.2
1.3	Authority and Responsibilities of the Board of Trustees	1.3
1.5	Organization of the College	1.4
<b>Trustee Qualifications &amp; Duties</b>		
1.8	Trustee Qualifications	1.5
1.13	Officers and Staff of the Board of Trustees	1.6
1.27	Board Member Service	1.7
new	Board Member Code of Ethics	1.8
1.29	Personal Financial Disclosure Statements	1.9
1.28	Board Member Conflict of Interest	1.10
<b>Board Elections &amp; Vacancies</b>		
1.7	Sub-districting	1.11
1.9	Elections	1.12
1.10	Assuming the Office	1.13
1.11	Seating of Members	1.14
1.12	Vacancy on the Board of Trustees	1.15
<b>Board Operations</b>		
1.14	Board Meetings	1.16
1.18	Closed Meetings	1.17
1.16	Special Meetings	1.18
1.15	Telephone/Videoconference Meetings	1.19
1.17	Quorum	1.20
1.20	Rules of Order	1.21
1.22	Voting Procedures	1.22
1.23	Board Agenda	1.23
1.21	Public Comment	1.24
1.6	Approval of Contracts	1.25
1.4	New Instructional Programs	1.26
1.24	Board Minutes	1.27
1.19	Release of Information to the Public	1.28
1.25	Board Committees	1.29
1.26	Board Travel	1.30
<b>College President</b>		
1.30	Responsibilities of the President	1.31
1.32	Role and Relationship Between the Board of Trustees and the Chief Executive Officer	1.32
1.31	Evaluation, Planning and Assessment	1.33
1.34	College Governance Associations	1.34
1.35	Shared Governance	1.35
1.33	Citizens Advisory Committees	1.36
<b>Amendments</b>		
1.36	Amendments to Policy	1.37

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 11: COURSE COMPLETION REPORT**

Vice President Sarah Leassner will review the course completion report for the Fall 2021 semester.

Attachment

3/7/2022

Section 11, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

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

Category	Fall 2020				Fall 2021				Change in Success Rate
	Student Headcount	Course Enrollments	FTE	Success Rate	Student Headcount	Course Enrollments	FTE	Success Rate	
<b>All Students</b>	<b>2664</b>	<b>8548</b>	<b>1674.3</b>	<b>77.1%</b>	<b>2603</b>	<b>8911</b>	<b>1710.7</b>	<b>79.4%</b>	<b>2.3%</b>
<b>Race/Ethnicity</b>									
American Indian	13	34	7.1	67.6%	11	36	7.6	63.9%	-3.7%
Asian	29	80	16.3	80.0%	26	101	19.5	86.1%	6.1%
Black	24	87	16.6	60.9%	21	68	13.4	82.4%	21.5%
Hispanic/Latino	80	274	55.1	72.3%	87	321	60.7	83.2%	10.9%
Native Hawaiian	6	32	5.8	71.9%	*	21	4.3	38.1%	-33.8%
Nonresident Alien	*	0	0.0	na	*	4	0.8	100.0%	na
Two or more races	82	280	56.7	72.1%	84	294	58.4	74.1%	2.0%
White	2420	7735	1510.8	77.6%	2364	8062	1544.5	79.5%	1.9%
Unknown	10	26	5.9	96.2%	*	4	1.5	100.0%	3.8%
<b>Age</b>									
Under 18	645	1122	229.7	93.9%	641	1273	255.1	94.8%	0.9%
18 - 24	1467	5925	1144.4	73.1%	1473	6264	1186.9	76.2%	3.1%
25 - 39	405	1140	229.3	81.1%	375	1091	214.8	79.1%	-2.0%
40+	147	361	70.9	77.8%	114	283	53.9	82.3%	4.5%
<b>Gender</b>									
Female	1648	5199	1034.1	77.8%	1593	5240	1023.3	79.7%	1.9%
Male	1016	3349	640.1	76.1%	1010	3671	687.4	78.9%	2.8%
<b>Pell Eligible</b>									
Yes	973	3729	729.2	70.1%	923	3618	698.7	73.2%	3.1%
No	1691	4819	945.1	82.6%	1680	5293	1012.0	83.6%	1.0%
<b>Veteran</b>	51	176	34.4	71.6%	38	147	27.4	74.8%	3.2%

\*Suppressed to protect student privacy

Notes:

1) FTE defined as credit hours/15.

2) Success is defined as A, B, C or P.

3) Veteran or Active Duty status self reported on enrollment application.

4) Data as of 1/21/2022.

5) Excludes all incomplete and missing grades. Will be updated each semester.

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 12: HIGHER LEARNING COMMISSION ACCREDITATION UPDATE**

An update will be provided on preparations for the Higher Learning Commission's comprehensive site visit April 11-12, 2022.

3/7/2022

Section 12, Page 1

**East Central College**

1964 Prairie Dell Road, Union, Missouri 63084

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 13: \*PERSONNEL**

**A. Appointments**

**Recommendation:** To **approve** the appointment of Hannah Masek as Foundation Event & Program Coordinator effective March 21, 2022, with an annual salary of \$45,800.

**Recommendation:** To **approve** the appointment of Michelle Chick as Instructor/Program Coordinator, Practical Nursing effective August 15, 2022, with an annual salary of \$77,523.

**Recommendation:** To **approve** the appointment of Jessica Fisher as Instructor/Clinical Coordinator, Practical Nursing effective August 15, 2022, with an annual salary of \$65,654.

**Recommendation:** To **approve** the appointment of Jennifer Wall as Instructor/Program Director, Surgical Technology effective August 15, 2022, with an annual salary of \$77,523.

**Recommendation:** To **approve** the appointment of Megan VanBibber as Instructor/Clinical Coordinator, Surgical Technology effective August 15, 2022, with an annual salary of \$54,260.

**Recommendation:** To **approve** the appointment of Melissa Schall-Willmore as Project Coordinator-SkillUp Grant effective March 8, 2022, with an annual salary of \$50,960.

**B. Adjunct Faculty – Spring 2022**

**Recommendation:** To **approve** changes to the roster of adjunct faculty for the Spring 2022 semester as outlined in the attached memorandum.

Attachments

3/7/2022

Section 13, Page 1

**East Central College**

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



## HUMAN RESOURCES

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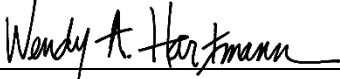
TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire – Foundation Event & Program Coordinator

Please accept the Search Committee's recommendation to hire Ms. Hannah Masek as the full-time Foundation Event & Program Coordinator effective March 21, 2022, with an annual salary of \$45,800. Bridgette Kelch, Institutional Development/Foundation Executive Director, served as search committee chair.

Ms. Hannah Masek's experience includes, but is not limited to the following:

- Executive Administrative Assistant External Relations – East Central College 2017 – current
- Account Manager – Division D – 2016 – 2017
- Digital Media Buyer – Division D – September 2015 – December 2015
- Communications Intern – MO Division of Tourism – June 2015 – September 2015
- Marketing Coordinator Internship – Show-Me Heroes Program January 2015 – May 2015

Ms. Hannah Masek earned her Bachelor of Arts in Business Communications from Westminster College and her Master of Arts in Communication from the University of Central Missouri.

  
Wendy Hartmann  
Director of Human Resources

  
Bridgette Kelch  
Foundation Executive Director



## HUMAN RESOURCES

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TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire: Instructor/Program Coordinator Practical Nursing – Rolla

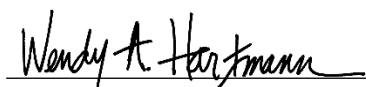
Please accept the Search Committee's recommendation to hire Ms. Michelle Chick as the full-time Instructor/Program Coordinator, Practical Nursing effective August 15, 2022, with an annual nine-month base salary of \$61,301, additional 22 contracted days at \$6,811 and additional pay for Program Coordinator duties at \$6,811 and stipend of \$2,600 for an annual salary of \$77,523. Nancy Mitchell, Dean of health Science served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

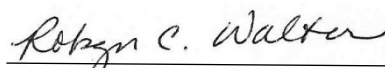
Ms. Michelle Chick's experience includes, but is not limited to the following:

- Nurse Recruiter – Phelps Health 2020 – current
- Practical Nursing Instructor –Rolla Technical Institute/Center - 2013 – 2020
- Facility Administrator/Dialysis RN –DaVita Rolla Dialysis –2011 – 2013
- School Nurse – St. James R-1 Schools – 2006-2011
- Prior Nursing Work Experience – 1994 - 2011

Ms. Michelle Chick received her Bachelor of Science in Nursing from the University of Central Missouri and her Master of Science in Nursing – Nurse Education from Central Methodist University.

Recommendation signatures:

  
Wendy Hartmann  
Director of Human Resources

  
Robyn Walter, PhD, RN  
Vice President, Academic Affairs



## HUMAN RESOURCES

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TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire: Instructor/Clinical Coordinator Practical Nursing – Rolla

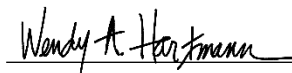
Please accept the Search Committee's recommendation to hire Ms. Jessica Fisher as the full-time Instructor/Clinical Coordinator, Practical Nursing effective August 15, 2022, with an annual base salary of \$53,718, an additional 22 contracted days at \$5,968 and additional pay for Clinical Coordinator duties at \$5,968 with an annual salary of \$65,654. Nancy Mitchell, Dean of health Science served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

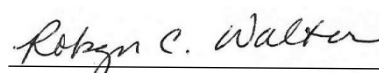
Ms. Jessica Fisher's experience includes, but is not limited to the following:

- Registered Nurse – Phelps Health 2016 – current
- Registered Nurse – Gasconade County R-2 - 2007 – 2016
- Registered Nurse – Health South Tri-County Surgery Center – 2004 – 2007

Ms. Jessica Fisher received her Bachelor of Science in Nursing from Jewish Hospital College of Nursing and Allied Health.

Recommendation signatures:

  
Wendy Hartmann  
Director of Human Resources

  
Robyn Walter, PhD, RN  
Vice President, Academic Affairs





## HUMAN RESOURCES

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TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire: Instructor/Program Director Surgical Technology – Rolla

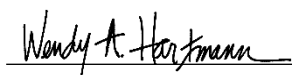
Please accept the Search Committee's recommendation to hire Ms. Jennifer Wall as the full-time Instructor/Program Director, Surgical Technology effective August 15, 2022, with an annual nine-month base salary of \$61,301, additional 22 contracted days at \$6,811 and additional pay for Program Director duties at \$6,811 and stipend of \$2,600 for an annual salary of \$77,523. Nancy Mitchell, Dean of health Science served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

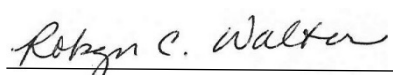
Ms. Jennifer Wall's experience includes, but is not limited to the following:

- Program Director of Surgical Technology – Rolla Technical Center 2014 – current
- Clinical Coordinator of Surgical Technology – Rolla Technical Institute/Center - 2006 – 2014
- Certified Surgical Technology – St. John's Hospital Lebanon – 2003 – 2007

Ms. Jennifer Wall received both her Bachelor of Science in Health Services and her Master of Education from Drury University.

Recommendation signatures:

  
Wendy Hartmann  
Director of Human Resources

  
Robyn Walter, PhD, RN  
Vice President, Academic Affairs



## HUMAN RESOURCES

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TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire: Instructor/Clinical Coordinator Surgical Technology – Rolla

Please accept the Search Committee's recommendation to hire Ms. Megan VanBibber as the full-time Instructor/Clinical Coordinator, Surgical Technology effective August 15, 2022, with an annual base salary of \$48,834 and an additional month pay of \$5,426 for Clinical Coordinator duties for an annual salary of \$54,260. Nancy Mitchell, Dean of health Science served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

Ms. Megan VanBibber's experience includes, but is not limited to the following:

- Clinical Coordinator – Rolla Technical Institute/Center 2014 – current
- Certified Surgical Technologist – Mercy ASU 2011 – 2014

Ms. Megan VanBibber received her Bachelor of Science in Health Services from Drury University.

Recommendation signatures:

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Wendy Hartmann  
Director of Human Resources

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Robyn Walter, PhD, RN  
Vice President, Academic Affairs



# EAST CENTRAL COLLEGE

## HUMAN RESOURCES

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TO: Dr. Jon Bauer, College President  
DATE: February 25, 2022  
FROM: Wendy Hartmann, Human Resources Director  
RE: Recommendation to Hire – Program Coordinator, SkillUp Grant

Please accept the Search Committee's recommendation to hire Ms. Melissa Schall-Willmore as the full-time Project Coordinator – SkillUp Grant effective March 8, 2022 with an annual salary of \$50,960. Joel Doepker, Vice President of External Relations, approved the recommendation to hire.

Ms. Melissa Schall-Willmore's experience includes, but is not limited to the following:

- RootEd Advisor – East Central College 2020 – current
- Project Coordinator – MO STEM Wins & SkillUp Grant, East Central College 2016 – 2020
- Grant Writer, Jefferson College 2015 – 2016
- MO STEM Wins/Grant Employment Specialist – Jefferson College 2013 – 2016
- TRIO Interim Director, St. Louis Community College 2011 – 2012
- TANF Community Educator, St. Louis Community College 2000 – 2011

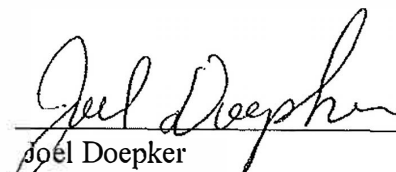
Ms. Melissa Schall-Willmore received her Bachelor of Arts in Philosophy from Southern Illinois University at Edwardsville and her Master of Arts in Philosophy from University of Missouri – St. Louis.

Recommendation signatures:



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Wendy Hartmann  
Human Resources Director



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Joel Doepker  
Vice President, External Relations



## Interoffice Memo

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TO: Dr. Jon Bauer  
DATE: February 28, 2022  
FROM: Office of Academic Affairs  
RE: Adjunct Addendum for Spring Semester 2022

Please approve the following adjunct addendum for the spring 2022 semester.

**ADDITIONS**

**Falcon Seminar**

Jessica Horn  
Melissa Richards  
Terri Warmack

**Dual Credit**

Maurice Gritzman, SCHS, IET & PRS  
Kelly Wood, WHS, Communications

Signatures:

A handwritten signature in black ink that reads "Robyn C. Walter".

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Robyn C. Walter, VP, Academic Affairs

A handwritten signature in black ink that reads "Wendy A. Hartmann".

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Wendy A. Hartmann, Director, Human Resources

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 14: BOARD PRESIDENT'S REPORT**

Board President Ann Hartley will share information with the Board.

3/7/2022

Section 14, 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  
March 7, 2022**

**AGENDA ITEM 15: 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 President, Hannah Masek
- E. Student Government Association President, Brooklyn Hyatt

3/7/2022

Section 15, Page 1

**East Central College**

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 16: PRESIDENT’S REPORT**

Projected meeting dates for 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.

**2022 Projected Meeting Dates**

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**

May 16  
June 16  
  
October 10  
November 14  
December 12

3/7/2022

Section 16, Page 1

**East Central College**

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**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
March 7, 2022**

**AGENDA ITEM 17: ADJOURNMENT**

**Recommendation:** To **adjourn** the March 7, 2022, public meeting of the Board of Trustees.

3/7/2022

Section 17, Page 1

**East Central College**

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