

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, March 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, Prudence Johnson, and Audrey Freitag. Eric Park 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 Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Instructor of Accounting Tanner French, Faculty Association President Reginald Brigham, and NEA Vice President Parvatha Govindaswamy; 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, Communications & Marketing Director Gregg Jones, Coordinator of Campus Life & Leadership Carson Mowery, Executive Assistant to the President Bonnie Gardner, Professional Staff Association President Jenny Kuchem, and Classified Staff Association President Hannah Masek; Students – Student Government Association President Brooklyn Hyatt.

Guests included Brad Dunagan of Cochran Engineering, Reid Glenn of the *Missourian*, and Lloyd Klinedinst and Patricia Bowers of the Franklin County Community Remembrance Project Coalition.

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

PUBLIC COMMENT: There were no public comments.

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

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

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the February 7, 2022, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat presented the financial statements, noting that the decrease in current expenditures from last year this time is a result of accounting for COVID expenses in Fund 10 last year. The increase in financial aid and scholarships is due to COVID grants provided to students with federal funds.

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

Motion by Joseph Stroetker; Seconded by Prudence Johnson; 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 (DSSC) and Buescher Hall (BH) and shared the site plan. He reminded the Board that the bridge abutment next to BH will remain and

the bridge canopy on either end will extend to within a few inches of each building. Lighting will be controlled with an astronomical clock which will allow the times for lights to come on and turn off to be manually set or to be set based on the calendar. The proposed schedule calls for plans to be complete within the week and sent to the city for a building permit. Bids requests will go out at the end of March with advertisement for four weeks. A pre-bid meeting will be held in mid-April and bids will be opened at the end of April. The bid would be awarded at the May 9 Board meeting with construction to begin the third week of May. If this schedule holds, the bridge would be complete before the end of the calendar year. Demolition of the existing bridge would begin after commencement.

HISTORICAL MARKER – ERASTUS BROWN: Dr. Bauer reminded the Board that last year a request to place a historical marker on campus was discussed. As a result of that discussion, it was agreed to develop a Board Policy regarding memorials and monuments, which has now been adopted. The Franklin County Community Remembrance Project Coalition has now made a formal request which request meets the parameters of Board Policy and is consistent with the educational purposes of the college. The location proposed is the area near the campus drive where tennis courts once existed. This would provide close parking and easy access for the public. The Coalition would be responsible for funding and oversight of the installation. Lloyd Klinedinst provided background information regarding the proposal and noted that the memorial includes soil collected from the site, a marker, and a steel beam. The Black Archives of Mid-America in Kansas City has provided space for soil collected from each of 60 lynching sites in Missouri. There is also a display at the Historical Society Museum in Washington, MO. Dr. Bauer indicated the lynching site is along the Bourbeuse River and is not accessible. ECC Phi Theta Kappa students have been working with the Coalition to develop a memorial garden.

Motion: 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.

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

CONSORTIUM AGREEMENT – RESPIRATORY THERAPY: Vice President Walter informed the Board that ECC participates in the Missouri Health Professions Consortium with four other rural community colleges to offer Occupational Therapy Assistant and Medical Lab Technician programs. The degree awarded in these programs comes from ECC, but the instruction is shared, and the consortium holds the program accreditation.

The accrediting body for respiratory care no longer approves new programs at the associate degree level, only at the baccalaureate level. This opened the door for community colleges to pursue providing a bachelor's degree in respiratory care, a much-needed program, in partnership with a four-year college. Central Methodist University (CMU) enthusiastically agreed to partner with the community colleges. A new consortium has been formed with respiratory therapy being the initial endeavor for the group. Students will complete an Associate of Arts degree in Health Science at ECC with two classes taken at CMU and accepted back as reverse transfer credit. The Bachelor's Degree will be granted by CMU.

CMU will cover faculty costs and lab expenses; ECC's expenses will be for marketing the program. The community colleges will co-brand with CMU. Students will take their CMU classes via Zoom with clinicals offered locally. There will be a joint lab experience over a weekend in Columbia two to three times per semester. Space in the ECC occupational therapy lab will be utilized for on-campus tutoring to allow students to practice with the equipment.

The AA in Health Science is not a new degree, but the consortium agreement needs Board approval. As other program opportunities arise, they will be brought to the Board for information.

Motion: 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 Missouri State.

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

ACADEMIC AGREEMENT – JEFFERSON COLLEGE/MINERAL AREA COLLEGE: Vice President Walter reported that the chief academic officers and the chief student affairs officers from ECC, Jefferson College, and Mineral Area College have developed an agreement to provide new opportunities for students at all three colleges. The agreement would allow in-district students at each college to enroll in specific degree/certificate programs at any of the three colleges while paying the in-district tuition rate of their home college. New programs can be added, or current programs deleted as agreed upon by the colleges. This would increase enrollment in current programs and provide a mechanism to gauge interest in potential new programs. Students will complete a request from ECC to the other college and their in-district status would be verified.

Dr. Bauer noted that rural institutions are often challenged to garner sufficient enrollment for programs of study where there is some interest but not enough students to have a viable program. Working collaboratively with peer institutions opens pathways for students and helps build enrollment. The real beneficiaries are the students in the three college districts who will have broader and more affordable choices. Ms. Hays requested feedback in the future on the success of this initiative.

Motion: 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 effective with the Fall 2022 semester.

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

BOARD POLICIES: Communicable Diseases – Dr. Bauer noted that the College has had employee and student policies for dealing with communicable diseases for a very long time. Each policy is written in a way that anticipates a single case of a disease and outlines the actions the institution would take. The pandemic revealed the need for the ability to enact processes on a broad scale rather than on a case-by-case basis. This authority was provided to the president by the Board on an emergency basis throughout the pandemic. There were no changes to the policy draft from last month.

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

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

Board Code of Ethics – Ms. Hartley reiterated development of this policy is not in response to any situation. Dr. Bauer noted that policies already exist related to conflict of interest and other issues that might fall under a code. However, it is considered a best practice for high functioning boards to have a code of ethics. Information from several national organizations as well as the College's general counsel was used to develop the policy. The code sets out expectations and clarifies the role and

responsibilities of trustees. Ms. Hays suggested that Board candidates be provided this information when they file for candidacy and that current members be asked to sign a copy of the document to indicate they understand and will abide by the code.

Dr. Bauer clarified that the recommendation for renumbering the policies resulted from the desire to place this policy next to similar policies in Chapter 1.

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

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

COURSE COMPLETION REPORT: Vice President Sarah Leassner reviewed the course completion report noting that Fall 2020 was the second semester during the COVID pandemic. The overall success rate for Fall 2021 showed a 2.3% increase. These numbers indicate the flexibility of faculty in pivoting to remote instruction and the adaptability of students to remain successful in the classroom. Course success has increased in several of the minority populations and decreased in a few others. Staff are engaged in discussions regarding ways to better serve diverse populations. Increased use of the Canvas platform and the ability to import information from Canvas to Aviso allowed for automated messages to be sent to students regarding their course performance. Success coaches were able to reach out to connect students to appropriate resources. An application is being developed for a Lumina Foundation grant related to supporting adult learners. In addition, first semester, entry-level course success data is being reviewed to determine how to better support students in those classes and provide appropriate placement into first semester courses.

HIGHER LEARNING COMMISSION (HLC) ACCREDITATION UPDATE: The Assurance Argument will be finalized this week and submitted by the deadline. A five-member team will visit the campus on April 11 and 12 to review the work done by the College.

Vice President Robyn Walter is the institution's accreditation liaison officer. She and Dr. Bauer have talked with the site visit team chair regarding the schedule. Most of the meetings on campus will occur on April 11. There will be an open meeting with faculty and staff for each criterion. There are monitoring reports embedded in the Argument and there will be a focused meeting with the Institutional Assessment Committee regarding assessment as well as a focused meeting on strategic planning with the tri-chairs for the process (and possibly others). The visitors will also meet with a few Board members and with the administrative team. At this point, there are no plans to visit the Rolla site. There have been informational meetings and information tables for employees and students over the last few months to prepare everyone for the visit. The student survey provided very good comments about ECC.

Ms. Hartley indicated the preparation process has been very open and the Board has been educated and kept informed throughout. She expressed the Board's appreciation to all involved.

***PERSONNEL:** The Board **approved** the appointments of Hannah Masek as Foundation Event & Program Coordinator effective March 21, 2022, with an annual salary of \$45,800; Michelle Chick as Instructor/Program Coordinator, Practical Nursing effective August 15, 2022, with an annual salary of \$77,523; Jessica Fisher as Instructor/Clinical Coordinator, Practical Nursing effective August 15, 2022, with an annual salary of \$65,654; Jennifer Wall as Instructor/Program Director, Surgical Technology effective August 15, 2022, with an annual salary of \$77,523; Megan VanBibber as Instructor/Clinical Coordinator, Surgical Technology effective August 15, 2022, with an annual

salary of \$54,260; and Melissa Schall-Willmore as Project Coordinator - SkillUp Grant, effective March 8, 2022, with an annual salary of \$50,960.

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 noted that the first baseball game was held on March 4 and was very enjoyable. She also expressed appreciation for the wonderful faculty music recital held that same evening.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported the committee that developed the upward feedback process is designing a questionnaire to assess the process. The faculty have been supporting the efforts of PTK to collect snacks for the troops. Officers for the association will be elected on March 11.
- B. ECC-NEA:** ECC-NEA Vice President Parvatha Govindaswamy reported the association will elect officers for the coming year soon.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported the AEL program has enrolled 30 new English students at WEG Transformers. These students are from India, Afghanistan, Rwanda, and the Democratic Republic of the Congo.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association President Hannah Masek reported that Denim Day raised \$165 for Franklin County Honor Flight. She also congratulated association member Bethany Herron on being selected for a NISOD Excellence Award. Bethany will be attending the NISOD Conference in May.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** SGA President Brooklyn Hyatt reported that she and the public relations officer recently attended the Governor's Student Leadership Program, and they are excited to share information with their fellow students.

PRESIDENT'S REPORT: COVID protocols have changed, and effective March 7 masks are not required on campus. In situations where there is close contact over an extended period, masks can be required with administrative approval. The changes are based on the low community transmission rates and the change in CDC guidelines. In-person meetings are again allowed, and water fountains have been returned to operation.

Census enrollment is up 5.1% in credit hours and 2.2% in headcount. Full-time student credit hours are up 9.3%; part-time student credit hours are down 1.9%. At census date, there were 2,278 students generating 21,972 credit hours. This is contrary to the general trend at community colleges across the nation. To celebrate the work that has been done across the campus, jeans are being permitted on Fridays throughout March.

Spring sports are underway with both softball and baseball home openers last week. Other recent activities on campus include the Career and Transfer Fair, the Humanities Festival, and the Faculty Music Recital.

Phi Theta Kappa chapter students and advisors received several state and regional awards over the past weekend.

Staff have been working with the City of Union to provide space on campus for the farmer's market. The market will be held on selected Friday afternoons beginning this spring.

The next Board meeting will be on April 13, a Wednesday. Election results will be certified, and the Board will elect officers. It was the consensus of the Board to return to in-person meetings in April with a Zoom option for those who are more comfortable using that format.

ADJOURNMENT:

Motion: To **adjourn** the March 7, 2022, public meeting of the Board of Trustees at 7:11 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees

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 **P**olicy.

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 **P**olicy 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 **P**olicy on Section 504/ADA complaints. A copy of that **P**olicy 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

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Interoffice Memo

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 cursive script that reads "Robyn C. Walter".

Robyn C. Walter, VP, Academic Affairs

A handwritten signature in cursive script that reads "Wendy A. Hartmann".

Wendy A. Hartmann, Director, Human Resources