

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, May 9, 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 for all or parts of the meeting were Joseph Stroetker, Cookie Hays, Eric Park, Prudence Johnson, and Audrey Freitag. Also present, either in person or via Zoom, 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, Assistant Professor of Education Greg Stotler, NEA President Aaron Bounds, and Faculty Association President Reg Brigham; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Director of Human Resources Wendy Hartmann, Communications & Marketing Director Gregg Jones, Director of Information Technology Doug Houston, Director of the Rolla Campus Christina Ayres, Director of Online Learning Chad Baldwin, Executive Assistant to the President Bonnie Gardner, Professional Staff Association President Carson Mowery, and Classified Staff Association Treasurer Bethany Herron.

Guests included Brad Dunagan of Cochran Engineering and Reid Glenn of the *Missourian*.

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 May 9, 2022, meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the April 13, 2022, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat presented the financial statements, noting that cash and investments are about \$1.7 million higher than last year. Student receivables are also up due to fall enrollment and the tuition increase. The allocation for lost revenue has been drawn down from the Higher Education Emergency Relief Fund and is reflected in the statements.

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

BIDS: Vice President Doepker stated that only one bid was received for the technology project, which will be funded with Higher Education Emergency Relief Funds. This will be the first phase of a multi-phase project to enhance technology in all classrooms and major meeting spaces. The first set of classrooms are rooms that receive high use and are on both the Rolla and Union campuses. Dr. Bauer noted that the initial bid was for equipping all classrooms and meeting rooms; that cost would be \$3 million. Other funding streams will be sought to complete the balance of the

project. Because the project is being extended beyond the original timeline for the bid, each phase will be rebid to ensure the technology is current.

In response to Board questions, it was explained that the equipment slated for Rolla will be transferable to a new facility if one is developed there. Also, it was not entirely surprising that only one bid was received. A great deal of money is being spent across the public sector right now and vendor opportunities are plentiful. There is a time limit to use the HEERF funds by next May. Delaying the bid would not guarantee more bidders or better pricing.

Motion: To **approve** the purchase and installation of streaming/conference technology equipment for 28 classrooms and meeting spaces on the Union and Rolla campuses from Kansas City Audio-Visual, Inc. at a cost of \$1,007,997 to be funded with Higher Education Emergency Relief Funds.

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

Vice President Cassat stated there was also only one response to the request for bids for the bridge project. Most of the cost will be funded with additional state maintenance and repair funds provided through HB19. Costs over that amount will be funded with one-time funds from the state that are anticipated for FY23, lost revenue that was drawn down from the HEERF funds, facilities fees, and/or annual maintenance and repair money. Dr. Bauer noted that the HB19 funds must be spent by June 2023 which means there is very little time if the college wanted to re-bid the project. In addition, rebidding would not guarantee a cost reduction or additional bidders. Mr. Dunagan indicated that the suppliers for the contractor will only guarantee steel prices for seven days, so the contractor is taking a risk on price increases. Another contractor who participated in the pre-bid walk through indicated there were too many subcontractors who would not commit to holding their pricing, so he did not submit a bid.

Steel for the bridge canopy will not come in until January; completion of the entire project will now be in March. Demolition of the current structure and replacement of the piers and bridge will occur first. The bridge will then be reopened until January when it will be closed for two months for canopy installation.

In response to a question about potential change orders, Mr. Dunagan stated he has discussed this with the contractor. He felt the project plans are pretty clear and there is not much room for adjustments to price. He does not foresee change orders unless the college changes specifications.

Dr. Bauer noted that there were issues with the bridge deck for several years and the determination was that replacement is the best option. Through the course of the pandemic, the college was allocated \$1.5 million for improvements to the campus. That money enables the college to proceed with the project without committing significant operating funds.

Motion: To **award** the pedestrian bridge demolition and reconstruction to Don Schnieders Excavating Company, Inc., Jefferson City, MO, at a cost of \$1,730,282.35 to be funded with \$1.5 million in additional state maintenance and repair funds granted through House Bill 19 and \$230,282 from institutional funds.

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

PROFESSIONAL SERVICES: The cost for the annual audit was specified in the multi-year proposal from KPM a few years ago. The Board is asked to approve these costs annually. The cost for legal

services will increase \$10 per hour. The college continues to be pleased with service provided by both firms.

Motion: To **approve** the renewal of professional service agreements for FY23 as follows:

Legal Services:

Tueth, Keeney, Cooper, Mohan, & Jackstadt, P.C., St. Louis, MO

\$240 per hour for partners and of counsel attorneys

\$170 to \$210 per hour for associates

Audit Services:

KPM, Springfield, MO

\$49,900 for the FY22 audit of the College and the Foundation

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

BOARD POLICIES: Chapter 5 Board Policy & Procedures Revisions - Dr. Bauer noted that Vice President Joel Doepker and Wendy Hartmann, Human Resources Director, co-chaired the committee that reviewed the personnel policies. The committee made recommendations to administration, Shared Governance Council reviewed the recommendations and provided input, and legal counsel also reviewed. The personnel policy and procedures revisions are intended to reflect current practices and any legal or statutory changes.

New Policies – Preferred/Chosen Name and Institutional Use of Name – These policies originated from the Diversity, Equity, and Inclusion Committee. The policies formalize practices for students or employees who wish to use a name different from their legal name. The policies also specify situations where the legal name must be used. The policies were reviewed by Shared Governance Council as well as legal counsel.

Both items are presented for review and comment. They will be returned to the June agenda with a recommendation for approval.

HIGHER LEARNING COMMISSION (HLC) ACCREDITATION UPDATE: The draft report has been received from the site visit team for correction of errors of fact. The tri-chairs, vice presidents, and Dr. Bauer have reviewed the document. The report cannot be shared until it goes through the entire HLC review process. The report contains many positive comments about faculty, staff, and student interactions with the team. The team has a week to review and correct the errors of fact, then the report goes to the HLC Institutional Actions Committee. The IAC will likely return its decision regarding accreditation by the end of summer. The tri-chairs are assessing the process for preparation. They have surveyed employees on the college's preparation efforts and solicited ideas for improvement. Board President Ann Hartley congratulated all those involved for a visit that was well-planned and executed.

***PERSONNEL:** The Board **approved** appointments of Dr. Aurelia VonTress as English Instructor – Rolla effective August 15, 2022, with a nine-month base salary of \$50,663; Kelsey Scheer as Education Instructor effective August 15, 2022, with a nine-month base salary of \$46,658; and Alison Tucker as the STEM Recruitment & Success Coordinator effective July 1, 2022, with no change in salary. The Board also **approved** the re-appointment of full-time professional staff for the 2022-2023 fiscal year as listed on the attached memorandum and the appointment of adjunct faculty for the Summer 2023 semester as outlined in the attached memorandum. The Board **accepted** the retirement request of Miguel deAguiro, Coordinator of Technical Support, effective May 31, 2022.

BOARD PRESIDENT’S REPORT: Board President Ann Hartley reported that she, along with Dr. Park and Bonnie Gardner, attended a Zoom seminar on Roberts Rules of Order.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham indicated the Association had no report.
- B. ECC-NEA:** NEA President Aaron Bounds reported the association re-elected the current officers for FY23. The NEA will host the Inspirers of Excellence Awards on May 10 where high school teachers who have had a profound impact on students now attending ECC will be recognized.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Carson Mowery reported the new slate of officers for the association includes herself as president, Hannah Masek as vice president, and Lisa Farrell as secretary/treasurer. Seventeen awards were presented at the recent Rolla Student Achievement Night. The community read of Frankenstein wrapped up April 30; this was a partnership between Scenic Regional Library, the Washington Public Library, and the ECC Library. Carson congratulated Bridgette Kelch on the recent completion of her master’s degree. Mary Eagan and Alice Whalen presented two workshops at a recent workforce development conference.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association Treasurer Bethany Herron reported that the association continues to recognize a Spotlight Award winner each semester to honor staff who go above and beyond their role. The spring 2022 honoree is Julie Beck. Denim Day in April raised \$145 for A.L.I.V.E. Jessica Horn has created a CSA newsletter with the goal of building better communication and information about events, volunteer opportunities, and professional development opportunities.

PRESIDENT’S REPORT: Legislative – The state budget has been sent to the governor. The core increase will provide \$55,000 for East Central College. The budget includes one-time funding of \$10 million for the 12 community colleges. The exact amount for ECC will be known later this week. The state has approved one capital improvement project per college, and ECC will receive \$6.5 million for a Rolla facility which must be expended by 2026 and requires a match. The next phase is securing matching funds from federal and other sources.

Budget Development – The college budget will be presented in June; compensation remains a top priority. Bargaining with the ECC-NEA continues, and the ratified collective bargaining agreement will be presented for approval at the June meeting along with the budget and staffing plan.

Transfer GPA – Students who began classes at ECC in 2019-20 have achieved a 3.44 GPA at their transfer institutions. This data includes 265 students who attended ECC and then enrolled for 12 or more hours at a four-year institution. This is the highest GPA among Missouri community colleges and 81% of these students are still enrolled at their transfer college.

Academic Honors – Dora Bell received All-Missouri First Team Academic Honors and was named a Bronze Level Coca-Cola Scholar at the recent MCCA Awards Luncheon. Donna Hall also received first-team honors; Arica Doerr and Brandon Morrow received third team honors. Brooklyn Hyatt was recognized with the MCCA Student Leadership Award.

Graduation – The commencement ceremony is Saturday, May 14 at 11:30 a.m. Board members should arrive no later than 11 a.m. Nursing pinning will be prior to the ceremony at 9 a.m. and the

AEL ceremony will be at 2:30 p.m. All events are in the gym. The keynote speaker for commencement will be Aimee Appell, chair of Neighbors United Undoing Racism. Graduates total 484 from fall 2021, spring 2022, and summer 2022. The oldest graduate is 68 and the youngest is 16. There will be several graduates from the Early College Academy.

Athletics – The softball season ended over the weekend with the team compiling a 19-19 record. The baseball team won the Region 16 DII series on Saturday and will be traveling to Oklahoma for District action.

ADJOURNMENT:

Motion: To **adjourn** the May 9, 2022, public meeting of the Board of Trustees at 6:41 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees



President's Office Interoffice Memo

TO: Board of Trustees
FROM: Dr. Jon Bauer, College President
DATE: March 22, 2022
RE: Reappointment of Professional Staff FY23

The following Professional Staff employees are being recommended to the Board of Trustees for reappointment for fiscal year 2023:

President's Office

Christina Ayres, Director, Rolla Campus
Jennifer (Jenni) Crosby, Assistant Director, ECC Rolla
Ehren Curnutte, Systems and Network Manager
Miguel DeAgüero, Coordinator, Technical Support
Bonnie Gardner, Executive Assistant to the President
Joseph (Doug) Houston, Director, Information Technology
Rachael Karr, Enrollment Services Coordinator ECC Rolla
Bridgette Kelch, Institutional Development/Foundation Executive Director
Anne Lause, Enterprise System Administrator
Bethany Lohden, Director, Institutional Research
Hannah Masek, Foundation Event & Program Coordinator
Dana Riegel, Research Analyst
Michelle Smith, Executive Director, Institutional Effectiveness

Vice President of Finance and Administration

Doug Agee, Bookstore and Imaging Services Manager
Lark Hoffman, Associate Director, Financial Services
Annette Moore, Director, Financial Services/Comptroller
Melissa Popp, Purchasing Manager
Tot Pratt, Director, Facilities & Grounds
Thomas (Tom) Schickler, Custodial Supervisor
Debra (Debbie) Simily, Food Service Manager

Vice President of External Relations

Cynthia (Cindy) Brinker, Coordinator, Grants and Program Administration
Mary Eagan, AEL Instruction Coordinator (Grant Funded)
Gregg Jones, Director, Communications & Marketing
Andrew Kolb, Coordinator, Web Services/Programming
Melissa Richards, Coordinator, Apprenticeships & Business Training Program
Pamela (Pam) Ruwe-Kaiser, Coordinator, CWD Programming
Melissa Schall-Willmore, Project Coordinator, SkillUp – Grant Position
Edward Shelton, Executive Director, Workforce Development
Terri Warmack, Coordinator, Health Careers Workforce
Alice Whalen, Director, Adult & Education Literacy

Vice President of Academic Affairs

Erin Anglin, Executive Director Learning Center & Academic Support
Robert (Chad) Baldwin, Director of Online Learning & Educational Technology
Ann Boehmer, Dean of Instruction
Lisa Farrell, Director, Library Services
Richard Hudanick, Dean of Career and Technical Education
Karen Klos, Instructional Design Specialist
Nancy Mitchell, Dean of Health Sciences
Sylvia Sellers, Performing Arts Center Manager
Windy Souders, Coordinator, Testing Services
Morgan Spangler, Emerging Technologies Librarian
Alison Tucker, Retention Coordinator
Tracie Welsh, Coordinator, Academic Services

Vice President of Student Development

Lorrie Baird, Financial Aid Advisor
Abigail Bishop, Wellness Navigator
Eric Clapper, Academic Advisor
Martin Clayes, Head Soccer Coach – Men’s & Women’s
Laura Deason, Associate Registrar
Jenna Dulworth, Financial Aid Advisor
Philip Giacomelli, Advisor, Early College
Jonathan (Jon) Gruett, Director, Financial Aid
Sarah Haines, Occupational Navigator
Stephanie Hebert, Business Analyst, Enrollment Services
Rebecca (Becki) Heimann, Academic Advisor
Heather Kleekamp, Associate Director, Financial Aid
Jennifer (Jenny) Kuchem, Counselor
Paul Lampe, Director, Advising and Counseling
Jay Mehrhoff, Athletic Director
Steffani McCrary, Academic Advisor - Career Services
Carson Mowery, Coordinator Campus Life and Leadership
Lesley Peters, Academic Advisor/Counselor - Access Services
Lindsay Riegel, Advisor, Early College
Sarah Scroggins, Registrar
Megen Strubberg, Director, Early College & Admissions

All grant funded positions are contingent upon continued funding and may be restructured or terminated if funding is not received.

Approval Signature:



Dr. Jon Bauer, College President

Interoffice Memo

TO: Dr. Jon Bauer
DATE: May 2, 2022
FROM: Office of Academic Affairs
RE: Adjuncts for Summer Semester 2022

Please approve the following adjuncts for the 2022 Summer semester.

Health Sciences

Julie Chirban, Nursing	Lisa Korn, EMT
Laura Ditmeyer, Radiological Technology	Courtney Landers, Medical Assistant
Jenifer Goodson, EMS	Stephanie McCulloch, EMS
Brandi Grindel, Radiological Technology	Adisa Velic, Medical Assistant

Career and Technical Education

Bobby Bland, Welding	Lisa Hanneken, Business
Duane Clonts, Industrial Engineering	Mike Palazzola, Culinary
Jason Durbin, CIS	Jerry Stone, HVAC
Curtis Elliott, Precision Machining	

Mathematics and Education

Reginald Brigham, Mathematics	Olivia Kerwin, Mathematics
Sarah Davenport, Mathematics	Shaun Roberson, Mathematics
Ann Estes, Mathematics	Laura Roselli-Insall, Mathematics
Susan Giesing, Education	Gregory Stotler, Education
Jennifer Heberlie, Education	

English & Humanities

Linda Barro, English	Sarah Muir, English
Madison Emerick, English	Gregory Stratman, English
Shanee Haynes, Communications	Aurelia VonTress, English
Jacob Little, English	

Social Sciences

Kristen Adams, Psychology	Rachel Howard, Psych/Soc
Janet Berry, Economics	Jenny Kuchem, Sociology
Coreen Derifield, History	Wendy Pecka, Psychology
Tim Derifield, Sociology	Dennis Pohlman, Political Science
Russell Henderson, History	

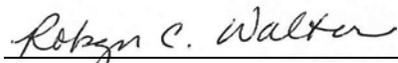
Science & Engineering

Clarissa Brown, Biology	Parvadhya Govindaswamy, Biology
Lucy Crain, Health Science	Tracy Mowery, Biology
Kevin Dixon, Biology	Keith Pulles, Biology
Elizabeth Flotte, Biology	Elizabeth Winters-Rozema, Biology

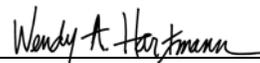
Fine & Performing Arts

Elizabeth Moynihan, Theater

Approval:



Vice President, Academic Affairs Date
May 9, 2022



Director, Human Resources Date