



**AD VALOREM TAX
HEARING AND
BOARD OF TRUSTEES
MEETING**

August 29, 2022

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES
PUBLIC HEARING AGENDA**

Monday, August 29, 2022
5:30 p.m. BH238
<https://zoom.us/j/92484426760>

PUBLIC HEARING ON AD VALOREM TAX RATE
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		Action	Discussion	Information
1.	CALL TO ORDER			
2.	NOTICE OF PUBLIC HEARING			X
3.	PUBLIC COMMENTS		X	
4.	APPROVAL OF TAX RATE	4 Votes		
5.	ADJOURN HEARING	Simple Majority		

**EAST CENTRAL COLLEGE
PUBLIC HEARING
August 29, 2022**

HEARING AGENDA ITEM 1: CALL TO ORDER

The Public Hearing on the Ad Valorem Tax Rate will be called to order by Board President Ann Hartley.

8/29/2022

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

Hearing Section 1, Page 1

**EAST CENTRAL COLLEGE
PUBLIC HEARING
August 29, 2022**

HEARING AGENDA ITEM 2: NOTICE OF PUBLIC HEARING

Attached is the Notice of Public Hearing showing the proposed operating levy and debt service levy.

Attachment

8/29/2022

East Central College

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Hearing Section 2, Page 1

NOTICE OF PUBLIC HEARING

In accordance with Missouri Law 67.110, notice is hereby given to the residents of the Junior College District of East Central Missouri that a public hearing on the 2022 ad valorem tax rates will be held at 5:30 p.m. on Monday, August 29, 2022, in Buescher Hall, Room 238 on the campus of East Central College, 1964 Prairie Dell Road, Union, Missouri, at which citizens may be heard on the property tax rates proposed to be set by East Central College. The hearing will also be accessible via Zoom at <https://zoom.us/j/92484426760>.

The tax rate is set to produce revenues of at least \$7,704,138 which the operating budget for the fiscal year beginning July 1, 2022, shows to be required from the property tax. The debt service levy is set to produce revenues of at least \$1,706,375 which is required to meet the debt service of East Central College for the calendar year beginning January 1, 2023. The valuation of the taxable property within said District for the current and prior tax years are as follows:

	<u>Current Tax Year</u>	<u>Prior Tax Year</u>
Real Estate	\$1,665,715,169	\$1,634,012,598
Personal Property	\$503,853,370	\$420,491,846
Totals	\$2,169,568,539	\$2,054,504,444

The proposed operating tax levy for 2022 shall be .3551 per one hundred dollars assessed valuation on the above current valuation.

The proposed debt service levy for 2022 shall be .0990 per one hundred dollars assessed valuation on the above current valuation.

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

Board of Trustees of East Central College

By Ann Hartley, President of the Board

**EAST CENTRAL COLLEGE
PUBLIC HEARING
August 29, 2022**

HEARING AGENDA ITEM 3: PUBLIC COMMENTS

Public comments will be taken from the audience.

8/29/2022

East Central College

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Hearing Section 3, Page 1

**EAST CENTRAL COLLEGE
PUBLIC HEARING
August 29, 2022**

HEARING AGENDA ITEM 4: APPROVAL OF TAX RATE

Recommendation: To **approve** a resolution to set the 2022-2023 Junior College District of East Central Missouri Property Tax Rate for Operating Tax Levy at \$0.3551 and the Debt Service Levy at \$0.0990 per \$100 of assessed valuation subject to certification by the state auditor.

8/29/2022

East Central College

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Hearing Section 4, Page 1

**EAST CENTRAL COLLEGE
PUBLIC HEARING
August 29, 2022**

HEARING AGENDA ITEM 5: ADJOURN PUBLIC HEARING

Recommendation: To **adjourn** the August 29, 2022, Ad Valorem Tax Hearing.

8/29/2022

East Central College

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(636) 584-6501

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Hearing Section 5, Page 1

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

Monday, August 29, 2022

5:30 p.m. <https://zoom.us/j/92484426760>

(Immediately following public tax hearing)

		Action¹	Discussion	Information
1.	CALL TO ORDER			
2.	RECOGNITION OF GUESTS			X
3.	PUBLIC COMMENT			
4.	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		
5.	*APPROVAL OF MINUTES	4 Votes		
6.	TREASURER’S REPORT AND FINANCIAL REPORT	Simple Majority		
7.	PEDESTRIAN BRIDGE UPDATE			X
8.	HIGHER LEARNING COMMISSION ACCREDITATION			X
9.	STRATEGIC PLAN UPDATE			X
10.	*PERSONNEL A. Resignation B. Appointments C. Adjunct Faculty– Fall 2022	4 Votes		
11.	BOARD PRESIDENT’S REPORT			X
12.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association			X
13.	PRESIDENT’S REPORT			X
14.	ADJOURNMENT	Simple Majority		

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

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 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.

8/29/2022

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Section 1, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Gregg Jones.

8/29/2022

East Central College

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Section 2, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 3: PUBLIC COMMENT

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

8/29/2022

East Central College

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Section 3, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 4: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the August 29, 2022, Board of Trustees meeting.

8/29/2022

East Central College

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Section 4, Page 1

Agenda Item 4: Approval of Agenda

Consent Agenda Items for August 29, 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
August 29, 2022**

AGENDA ITEM 5: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the July 14, 2022, meeting of the Board of Trustees.

Attachment

8/29/2022

East Central College

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Section 5, Page 1

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Thursday, July 14, 2022**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 12:18 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 were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, and Vice President of Student Development Sarah Leassner; Faculty – Accounting Instructor Tanner French; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Director of Institutional Research Bethany Lohden, Director of Communications and Marketing Gregg Jones, Director of Online Learning and Educational Technology Chad Baldwin, Purchasing Manager Melissa Popp, Campus Resource Officer Todd Schlitt, Executive Assistant to the President Bonnie Gardner, and Classified Staff Association President Jessica Horn.

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 July 14, 2022, meeting of the Board of Trustees.

Motion by Prudence Johnson; Seconded by Eric Park; Carried Unanimously

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

FLEXIBLE WORK PILOT PROGRAM: Dr. Bauer informed the Board that he plans to pilot a flexible work program this fall to determine how it would work for ECC. Vice President Sarah Leassner has chaired a working group of employees that has developed a draft policy and procedures. The pilot will be implemented for the rest of the calendar year to determine if it makes sense for the college in the long term and whether the procedures developed need to be modified. The pilot provides for working from home under one of three scenarios: Short Term Situational – an unexpected need to work from home for one to three days, supervisor-approved if feasible for the employee's position; Long Term Situational – a need to work from home for more than three days but not permanently, both the administrator and supervisor must approve; Flexible Work – working from home on an on-going basis for a few days each week, based on whether the position duties can be performed from home. The pilot program will be assessed based on input from employees, supervisors, and students. At the end of the fall semester, processes will be tweaked if necessary and then the proposal will go through the governance process for review.

Similar to this, Dr. Bauer is currently allowing employees to work from home one day per week or to arrange their work schedule to four ten-hour days per week to provide temporary relief with the increased gas prices. This is a temporary measure that will allow employees to save one day's worth of driving expenses during this period of high inflation.

Board members asked whether other colleges are providing a flexible work option to employees and whether any surveys have been done to gauge interest. Dr. Bauer noted that it is very hard to attract

and retain employees without work from home options. Some colleges are developing similar policies while other are moving back to pre-COVID operations. Based on discussions with employee groups, there is interest in working from home. An employee survey was issued by the working group during spring semester and there was a lot of interest in a flexible work policy. Any policy that may be developed will go through the normal procedures for recommendation and adoption.

The current work schedule adjustment for all employees is flexible and will end when fuel prices return to a more “normal” average. It is expected this option will be available to employees through the end of August. The pilot flexible work program will run through the end of the calendar year and then be evaluated. There is currently no framework for determining which jobs are feasible as work-from-home positions and this will be part of the pilot program being used to determine if a more permanent policy can be established.

OTHER: Dr. Bauer announced that ECC has been selected for a grant from the Metallica Foundation. Only ten institutions nationwide were selected for this grant that is designed to assist adults seeking training for career and technical fields. The grant application process was very competitive.

Demolition of the pedestrian bridge should be complete by July 22. The project is on schedule and the new bridge (without the canopy) should be open by the end of October. The canopy will be installed in early spring and the project should be fully complete in March.

The dedication of the Erastus Brown marker on July 9 was attended by about 50 people. A representative from the Equal Justice Initiative provided the keynote. Members of Phi Theta Kappa have completed planting of the butterfly garden near the memorial.

Board President Ann Hartley congratulated all those involved in the Metallica Grant application and noted ECC recently had several scholar athletes recognized. She also expressed appreciation for the reports to the campus being shared by the vice presidents and noted they contain a great deal of information about campus operations.

ADJOURNMENT:

Motion: To **adjourn** the July 14, 2022, public meeting of the Board of Trustees at 12:42 p.m. and **enter into** executive session per RSMo 2004, Section 610.21 (3) Personnel.

Motion by Audrey Freitag; Seconded by Joseph Stroetker

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

<u>Yes</u>	A. Hartley	<u>Yes</u>	E. Park	<u>Yes</u>	P. Johnson
<u>Yes</u>	J. Stroetker	<u>Yes</u>	C. Hays	<u>Yes</u>	A. Freitag

President, Board of Trustees

Secretary, Board of Trustees

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 6: 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

8/29/2022

Section 6, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 6502

FAX (636) 583-6601

East Central College
Preliminary Statement of Net Assets for all Funds
As of June 30, 2022 and June 30, 2021

ASSETS	<u>6/30/22</u>	<u>6/30/21</u>
Current		
Cash	9,579,411	9,833,246
Investments	1,800,000	802,527
Receivables, net		
Student	3,710,585	3,421,555
Federal & State agencies	1,154,209	1,042,896
Other	21,659	81,749
Inventories	196,073	187,842
Prepaid expenses	762,346	513,712
Total Current Assets	<u>17,224,283</u>	<u>15,883,527</u>
Non-Current Assets		
Other Assets	-	-
Capital Assets (net)	41,368,949	40,664,756
Total Non-Current Assets	<u>41,368,949</u>	<u>40,664,756</u>
Total Assets	<u>58,593,232</u>	<u>56,548,283</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	6,921,322	5,848,833
Deferred OPBE outflows	276,465	320,504
Total Assets and Deferred	<u>7,197,787</u>	<u>6,169,337</u>
Outflow of Resources	<u>65,791,019</u>	<u>62,717,620</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	193,319	233,502
Accrued Wages & Benefits	949,165	835,507
Unearned Revenue	3,673,942	3,311,196
Due to Agency Groups	150	447
Accrued Interest	97,416	113,348
Total Current Liabilities	<u>4,913,992</u>	<u>4,494,000</u>
Non-Current Liabilities		
USDA Loan	441,667	541,667
Bonds Payable	6,725,000	8,080,000
Premium on Sale of Bonds	336,979	439,376
Net Pension Liability	3,976,045	16,890,031
Compensated Absences	806,541	781,194
Post Employment Benefit Plan Payable	1,485,056	1,530,198
Johnson Control Performance Contract	994,733	1,060,377
United Bank of Union	1,660,000	1,775,000
Total Non-Current Liabilities	<u>16,426,021</u>	<u>31,097,843</u>
Total Liabilities	<u>21,340,013</u>	<u>35,591,843</u>
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	13,706,520	2,223,993
Deferred OPBE Inflows	369,901	258,274
	<u>14,076,421</u>	<u>2,482,267</u>
NET ASSETS		
Investment in Capital Assets, net	40,862,538	36,577,337
Restricted for Debt Service	(132,269)	(147,513)
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	7,371,936	6,815,310
All other Funds	(19,487,620)	(20,361,624)
Total Net Assets	<u>30,374,585</u>	<u>24,643,510</u>
Total Liabilities, Deferred Inflow	<u>65,791,019</u>	<u>62,717,620</u>
of Resources and Net Assets		

East Central College
Preliminary Statement of Activities
General Fund
As of June 30, 2022 and June 30, 2021

	For the Fiscal Year Ending June 30, 2022			For the Fiscal Year Ended June 30, 2021			
	Current FY Budget	Jun 30, 2022 Month end	Current FY Year-To-Date	Prior FY Budget	Jun 30, 2021 Month end	Prior FY Year-To-Date	Prior Year FYE
Revenues:							
Local Revenue	7,511,756	38,124	7,691,825	6,977,522	57,727	7,139,627	7,139,627
State Revenue	5,236,024	435,961	5,231,587	4,382,100	460,239	5,088,178	5,088,178
Federal Revenue	-	-	-	-	-	-	-
Tuition and Fees	6,334,616	(6,072)	6,736,371	5,888,328	263,026	6,479,131	6,479,131
Interest Income	75,000	13,379	63,643	50,000	2,489	63,416	63,416
Gifts and Grants	100,000	18,118	76,594	50,000	14,293	127,126	127,126
Miscellaneous Revenue	556,478	1,721	39,731	50,000	3,156	41,042	41,042
Transfers-Interfund & Indire	-	(383,357)	559,632	-	(254,883)	1,156,370	1,156,370
Transfer Federal Programs	-	-	-	-	7,910	7,910	7,910
Total Revenues	19,813,874	117,874	20,399,383	17,397,950	553,957	20,102,800	20,102,800
Expenses:							
Salaries	11,623,301	1,374,998	11,185,778	9,804,182	1,235,494	10,126,512	10,126,512
Benefits	4,106,848	(1,976,563)	1,504,822	3,362,560	1,550,257	4,653,398	4,653,398
Contractual Services	960,752	33,358	924,929	930,000	48,742	892,667	892,667
Current Expenses	744,089	79,233	629,316	800,000	108,523	973,636	973,636
Travel	202,487	11,261	147,129	175,000	10,563	71,487	71,487
Property & Casualty Insuran	210,658	-	211,556	202,000	1,110	206,974	206,974
Vehicle Expense	14,200	4,468	12,446	15,000	593	4,005	4,005
Utilities	543,950	58,000	591,304	628,507	50,009	484,148	484,148
Tele/Communications	230,665	12,843	157,749	225,855	14,107	200,273	200,273
Miscellaneous	378,843	(110,478)	232,646	400,000	(31,458)	285,147	285,147
Foundation Paid Expense	100	1,586	27,737	2,000	166	16,707	16,707
Clearing Account	-	(56)	-	1,000	(87)	-	-
Scholarship Expense	257,761	2,970	162,004	75,000	3,556	126,515	126,515
Faculty Development	25,000	2,438	9,860	10,000	24,898	(27,650)	(27,650)
Instit. Match for Grants	163,000	-	23,232	75,000	(3,467)	32,386	32,386
Commitment to ABE	40,000	37,707	37,707	20,000	21,314	21,314	21,314
Instit. Commit.to Fine Arts	-	6,200	6,200	6,175	6,175	6,175	6,175
Instit. Commit.to Word & M	-	-	-	3,040	-	-	-
Capital	32,200	2,554	17,817	50,000	4,382	191,840	191,840
Interfund Transfers	-	-	-	18,400	-	-	-
Debt Princ & Interest	280,020	16,114	279,477	300,000	16,654	268,438	268,438
Total Expenses	19,813,874	(443,367)	16,161,709	17,103,719	3,061,531	18,533,972	18,533,972
Revenue over Expenses	-	561,241	4,237,674	294,231	(2,507,574)	1,568,828	1,568,828

East Central College
Preliminary Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of June 30, 2022 and June 30, 2021

	For the Fiscal Year Ending June 30, 2022		For the Fiscal Year Ended June 30, 2021	
	Jun 30, 2022	FY 2022 Year-To-Date	Jun 30, 2021	FY 2021 Year-To-Date
Operating Revenues:				
Student Tuition & Fees	(3,523)	7,889,344	264,267	7,585,377
Federal Grants & Contracts	2,160,322	14,725,612	1,858,963	9,429,463
State Grants & Contracts	194,155	751,806	135,412	699,619
Auxiliary Services Revenue	161,330	1,432,202	68,273	1,116,024
Other Operating Revenue	28,381	515,690	44,575	321,635
Total Operating Revenue	2,540,665	25,314,654	2,371,490	19,152,118
Operating Expenses:				
Salaries	1,519,300	12,524,765	1,350,770	11,281,139
Benefits	(1,929,727)	1,897,305	1,584,127	4,978,534
Purchased Services	245,270	2,365,413	176,661	1,686,394
Supplies & Current Expenses	238,842	2,934,969	197,396	2,699,474
Travel	22,545	202,752	11,740	86,027
Insurance	-	228,969	1,110	225,477
Utilities	92,261	1,021,261	75,329	832,288
Other	(121,538)	(19,301)	(35,636)	51,804
Depreciation	(102,397)	1,791,277	86,970	2,011,763
Financial Aid & Scholarship	267,447	8,775,012	1,195,101	6,839,233
Foundation Paid Expense	1,492	33,982	2,094	22,764
Total Operating Expenses	233,495	31,756,404	4,645,662	30,714,897
Operating (Loss)/Gain	2,307,170	(6,441,750)	(2,274,172)	(11,562,779)
Non-Operating Revenues (Expenses):				
State Appropriations	435,961	5,231,587	460,239	5,088,178
Tax Revenue	47,067	9,496,840	71,268	8,814,354
Interest Income	14,268	73,556	2,495	75,753
Gain/Loss on asset disposal	4,925	17,543	-	-
Principal & Interest on Debt	(97,416)	(350,904)	(113,348)	(536,160)
Total Non-Operating Revenue (Expense)	404,805	14,468,622	420,654	13,442,125
Increase in Net Assets	2,711,975	8,026,872	(1,853,518)	1,879,346

**East Central College
Investments
As of June 30, 2022**

<u>CD Number</u>	<u>Date</u>	<u>Maturity</u>	<u>Term</u>	<u>Rate</u>	<u>Total</u>
<u>United Bank of Union</u>					
1024020457	5/15/2022	3/15/2024	24 Months	1.29%	\$ 500,000.00
1024019999	12/2/2021	12/2/2022	12 Months	0.60%	\$ 800,000.00
<u>Sullivan Bank</u>					
117465	7/1/2022	7/1/2023	12 Months	1.15%	\$ 500,000.00
ECC Total Investments					\$ 1,800,000.00

2022

Total Cash Accounts	\$ 9,579,411.19
Certificates of Deposit	\$ 1,800,000.00
	<u>\$ 11,379,411.19</u>

2021 (December)

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

**East Central College
Pledged Securities
As of June 30, 2022**

United Bank of Union

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

Phelps County Bank

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

United Bank of Union

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FHR 4672 QD	08/15/45	3137BXLH3	\$ 51,031.16
FRESB 2019-SB61 A10H	01/25/39	30309LAN8	\$ 1,293,044.50
FNMA Pool #AL6270	10/01/34	3138EN6G9	\$ 379,172.74
FHLMC POOL #RB5108	04/01/41	3133KYU98	\$ 1,745,364.24
GNR 2021-22 AD	10/16/62	3830RTZ3	\$ 1,898,558.14
FHR 5081 AG	3/25/1951	3137FXXS2	\$ 1,434,849.38
FHLB LETTER OF CREDIT	10/28/2021		\$ 5,800,000.00
TOTAL			<u>\$ 12,602,020.16</u>

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

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

**East Central College
Warrant Check Register
As of June 30, 2022**

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 June 1, 2022 through June 30, 2022, is reported at \$2,255,818.51

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 7: PEDESTRIAN BRIDGE UPDATE

Brad Dunagan from Cochran Engineering will provide an update on the pedestrian bridge replacement project.

8/29/2022

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Section 7, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 8: HIGHER LEARNING COMMISSION ACCREDITATION

Vice President Robyn Walter will provide an update on the accreditation recommendation from the Higher Learning Commission.

8/29/2022

Section 8, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 9: STRATEGIC PLANNING UPDATE

Dr. Michelle Smith will provide an update on progress toward meeting the goals outlined in the College's strategic plan, SOAR to 2024.

8/29/2022

Section 9, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 10: *PERSONNEL

A. RESIGNATION

Recommendation: To **accept** the resignation of Dr. Edward Shelton, Executive Director, Center for Workforce Development, effective July 29, 2022.

B. APPOINTMENTS

Recommendation: To **approve** the appointment of Wayne Prince as Emergency Medical Services (EMS) Instructor/Clinical Coordinator effective August 15, 2022, with an annual base salary of \$51,347 and an additional month pay of \$5,705 for Clinical Coordinator duties for a total annual salary of \$57,052.

Recommendation: To **approve** the appointment of Kim Daman-Scheel as Health Information Management (HIM) Instructor/Program Director effective August 15, 2022, with an annual base salary of \$53,718 and an additional month pay of \$5,968.67 for Program Director duties for a total annual salary of \$59,686.67.

Recommendation: To **approve** the appointment of Jessica Robart as Counselor at the Rolla location effective September 1, 2022, with an annual salary of \$49,948.

Recommendation: To **approve** the appointment of Tim Gray as Manager, Bookstore/Mail & Imaging Services effective October 3, 2022, with an annual salary of \$57,289.24.

C. ADJUNCT FACULTY - FALL 2021 SEMESTER

Recommendation: To **approve** the roster of adjunct faculty for fall semester 2022 as shown on the attached memorandum.

Attachments

8/29/2022

Section 10, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
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Interoffice Memo
HUMAN RESOURCES

TO: Dr. Jon Bauer
DATE: August 1, 2022
FROM: Carrie Myers, Director, Human Resources
RE: Requesting Release from Contract – Dr. Edward Shelton

Dr. Edward Shelton, Executive Director of Center for Workforce Development, has resigned from his position as of 7/29/22. He will be released from the remainder of his FY23 contract.

Signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", written over a horizontal line.

Carrie A Myers
Director, Human Resources

A handwritten signature in black ink, appearing to read "Joel Doepker", written over a horizontal line.

Joel Doepker
Vice President, External Relations



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: July 15, 2022
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Instructor EMS/Clinical Coordinator – Wayne Prince

Please accept the Search Committee's recommendation to hire Wayne Prince as the full-time Emergency Medical Services (EMS) Instructor/Clinical Coordinator effective August 15, 2022, with an annual base salary of \$51,347 and an additional month pay of \$5,705 for Clinical Coordinator duties for an annual salary of \$57,052. Nancy Mitchell, Dean of Health Sciences/Director of Nursing, served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

Wayne Prince's experience includes, but is not limited to the following:

- EMT Crew Member– Washington Area Ambulance District 2002 – current
- Adjunct Instructor – East Central College 2004 – current

Wayne Prince received his EMT Certifications from East Central College. He is the process of completing a Paramedic degree.

Recommendation signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", written over a horizontal line.

Carrie A. Myers
Director of Human Resources

A handwritten signature in black ink, appearing to read "Robyn C. Walter", written over a horizontal line.

8/16/22
Dr. Robyn Walter
Vice President, Academic Affairs



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: August 8, 2022
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Instructor HIM/Program Director

Please accept the Search Committee's recommendation to hire Kim Daman-Scheel as the full-time Health Information Management (HIM) Instructor/Program Director effective August 15, 2022, with an annual base salary of \$53,718 and an additional month pay of \$5,968.67 for Program Director duties for an annual salary of \$59,686.67. Richard Hudanick, Dean of Career & Technical Education, served as the Search Committee Chair. Robyn Walter, Vice President of Academic Affairs, approved the recommendation to hire.

Kim Daman-Scheel's experience includes, but is not limited to the following:

- Adjunct Instructor, HIM– St. Charles Community College 2019 – current
- Medical Assistant Program Coordinator – St. Charles Community College 2020 – 2022
- Denials Specialist – Intersect Healthcare 2018 – 2022
- DRG Denials Auditor – St. Joseph Hospital Health Center 2014 – 2018
- Independent Contract Coder – KDS Coding, LLC 2006 – 2014

Kim Daman-Scheel received her Bachelor of Science in Nursing from Maryville University, her Bachelor of Science in Health Information Management from St. Louis University. She is also certified AHIMA-ICD-10CM/PCS Trainer, CDIP & CCS Certified.

Recommendation signatures:

Carrie A. Myers
Director of Human Resources

Dr. Robyn Walter
Vice President, Academic Affairs



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: August 4, 2022
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Counselor – Jessica Robart

Please accept the Search Committee's recommendation to hire Jessica Robart as the full-time Counselor at the Rolla location effective September 1, 2022, with an annual salary of \$49,948. Christina Ayres, Director of ECC Rolla, served as the Search Committee Chair and approves the recommendation to hire.

Jessica Robart's experience includes, but is not limited to the following:

- Counselor – St. Clair High School 2022 – current
- Clinician– Counseling Associates 2021 – 2022
- Student Success Coordinator – East Central College 2015 – 2021

Jessica Robart received her Bachelor of Science in Anthropology from Southern Illinois University - Edwardsville. She received her Master of Arts in Counseling from Missouri Baptist University.

Recommendation signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", is written over a horizontal line.

Carrie A. Myers
Director of Human Resources



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: August 23, 2022
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Manager, Bookstore/Mail & Imaging Services

Please accept the Search Committee's recommendation to hire Tim Gray as the full-time Manager, Bookstore/Mail & Imaging Services effective October 3, 2022, with an annual salary of \$57,289.24. DeAnna Cassat, Vice President of Finance & Administration, served as the Search Committee Chair and approves the recommendation to hire.

Tim Gray's experience includes, but is not limited to the following:

- Textbook Associate – East Central College 2011 – current
- Adjunct Instructor– East Central College 2010
- Adjunct Instructor – St. Louis Community College 2010 – 2011

Tim Gray received his Bachelor of Science in Mathematics from Kutztown University.

Recommendation signatures:

A handwritten signature in black ink, appearing to read "Carrie A. Myers", written over a horizontal line.

Carrie A. Myers
Director of Human Resources

A handwritten signature in black ink, appearing to read "DeAnna R. Cassat", written over a horizontal line.

DeAnna Cassat
Vice President, Finance & Administration



Interoffice Memo

TO: Dr. Bauer
DATE: August 24, 2022
FROM: Office of Academic Affairs
RE: Adjunct Approval

Please approve the following adjuncts for the Fall 2022 semester.

Career & Technical Education

Michael Askins, CIS	Brooke Durbin, CIS	Sandra Love, Business
Bonnie Aspiazu, HIM	Mark Ehlen, Welding	Steffani McCrary, Business
Troy Broeker, HVAC	Bonnie Eversmeyer, HVAC	Tammy Mitchell, Culinary Arts
Timothy Buchanan, Prec Machining	Jill Harrison, HIM	Anna Schwein, CIS
Michael Caruso, HIM	Richard Hudanick, Bus/Fal Sem	Robert Willis, Culinary Arts

Health Sciences

Sheila Beabout, Nursing	Katherine Jordan, EMS	Heather Sluis, Nursing
Jill Harrison, Nursing	Nancy Mitchell, Nursing	Nancy Tappe, Nursing
Chasity Hess, Nursing	Aleah Scharfenberg, Nursing	April Veo, LPN
Stephanie Levine, MDA		

English & Humanities

Shana Collier, Communications	Susan LaFayette, Reading	Melissa Powers, English
Madison Emerick, English	Jacob Little, English	Elizabeth Rosebrough, English
Shawna Flanigan, Communications	Sarah Muir, Reading	Marietta Stiebler, Reading
Joel Doepker, Communications	Israel Neely, English	Gregory Stratman, English

Fine & Performing Arts

Melissa Albright, Art	S. Patrick Charles, Music	Zoe Nicholson, Art
Kelly Austermann, Music	Amy Jackson, Art	Gary Powers, Art
Jeremy Bates, Music	Steve Leslie, Music	Hannah Serafino, Music
Lisa Blackmore, Music	Sierra Moore, Art	Lisa Simms, Art
Katherine Blumenfeld, Music	Margret Noud, Music	Brandon Yenzer, Music

Mathematics & Education

Ann Boehmer, Math/Fal Sem	Connie Lutz, Mathematics	Laura Roselli Insall, Mathematics
Ruth Diaz, Education	Lisa Mathes-Peters, Phys Ed	Dennis Smith, Mathematics
Linda Follis, Mathematics	Jay Mehrhoff, Phys Ed	Lauran Spier, Mathematics
Philip Giacomelli, Educ/Fal Sem	Kirby Moreland, Mathematics/Fal Sem	Margaret Vogel, Education
Susan Giesing, Education	Susan Reisner, Mathematics	Vanessa Whittle, Education

Science & Engineering

Tiffanie Atherton, Biology	Jeffrey Jacquess, Geology	Fatemeh Nichols, Chemistry
April Birkholz, Chemistry	Awad Lemnifi, Geology	Mark Palmier, Biology
Lucy Crain, Health Science	Stephanie McCarthy, Chemistry	James Small, Physics
Dan Jacobson, Agriculture	Jenna McClanahan, Chemistry	

Social Sciences

Kristen Adams, Psychology
Janet Berry, Economics
Taylor Bodenschatz, Psychology
Steven Campbell, Poli. Science
Ted Coburn, Soc/Crim Just/Fal Sem

Miranda Green, Psy/Soc
Robin Hanson, Anthropology/Civ
Rachel Johnson, History
Christopher Karr, Crim Justice
Jennifer Kuchem, Sociology

Ray Mowery, Economics
Lesley Peters, Psychology
Robert Spangrud, History
Vanessa Whittle, History

Falcon Seminar

Erin Anglin, ECC PSA
Lorrie Baird, ECC, PSA
Jon Bauer, ECC, ADM
DeAnna Cassat, ECC, ADM
Melanie Dixon, ECC, CSA
Philip Giacomelli, ECC PSA
Jessica Horn, ECC, CSA

Rachael Karr, ECC, PSA
Sarah Leassner, ECC, ADM
Jon Noelker, ECC, CSA
Melissa Richards, ECC, PSA
Pam Ruwe-Kaiser, ECC, PSA
Sylvia Sellers, ECC PSA
Michelle Smith, ECC, PSA

Windy Souders, ECC, PSA
Ben Stafford, ECC, CSA
Megen Strubberg, ECC, PSA
Alison Tucker, ECC, PSA
Robyn Walter, ECC, ADM
Tracie Welsh, ECC, PSA

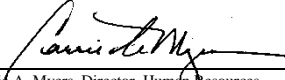
Dual Credit

Andrew Allen, Chemistry, SFBRHS
Curtis Beers, CIS, WHS
Emily Brasher, English, SFBRHS
Dan Brinkmann, Auto Technology, FRC
Patrick Brooks, English, RHS
Terry Brookshire, Auto Technology, RTI
Tim Bruckerhoff, Welding, FRCC
Sarah Buchheit, Comm/Theatre, UHS
Tim Buchheit, Communications, SFBRHS
Nathan Caldwell, History, SFBRHS
Jaelyn Campos, Mathematics, CHS
Christopher Case, English, CHS
Charles Cassidy, Building Construction, RTI
Carmel Dare, Culinary Arts, RTI
Ruth Diaz, Education, RTI
Sarah Dierker, Business, SCHS
Jackie Drury, Mathematics, UHS
Karen Fixsal, Culinary Arts, WHS
Colin Flynn, English, WHS
Kerri Flynn, English, WHS
Patrick Fogarty, Mathematics, WHS
Jeff Frankenberg, Building Construction, FRCC
Ron Giesler, Science, CHS
Nicole Griffin, Mathematics, UHS

Cathy Jinkerson, Business (CAPS), WHS
Jennifer Jones, Biology, OHS
Stephanie Juengling, Business, FRCC
Timothy Karth, Music, SCHS
Dan Kemper, Welding, FRCC
Ben Martin, Science, SCHS
Melissa Mauchenheimer, Mathematics, WHS
Gary Maune, Auto Technology, FRCC
Amber Moore, Culinary Arts, NCC
Danika, Novak, English, UHS
Michael Pelster, Mathematics, SFBRHS
Lesley Peters, Psychology, SFBRHS
Sharlet Peterson, Mathematics, LHS
Blake Poertner, Precision Machining, FRCC
Robert Prichard, History, SCHS
Robert Robinson, Building Construction, RTI
Robert Schulze, Collision Repair, FRCC
Travis Stahlman, History, CHS
Deborah Starkey, English, VHS
Daniel Strohmeier, Religion, SFBRHS
AJ Tinker, Building Construction, SHS
Michael Underberg, History, UHS
Ken Willardson, Mathematics, VHS
Robert York, Building Construction, FRCC

Signatures:

 8/24/22
Dr. Robyn Walter, Vice President, Academic Affairs

 8/24/22
Carrie A. Myers, Director, Human Resources

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 11: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

8/29/2022

Section 11, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 12: REPORTS

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA President, Aaron Bounds
- C. Professional Staff President, Carson Mowery
- D. Classified Staff Association – no report

8/29/2022

Section 12, Page 1

East Central College

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**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 13: 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

No September meeting
October 3
November 7
December 5

Alternate Meeting Dates

October 10
November 14
December 12

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
August 29, 2022**

AGENDA ITEM 14: ADJOURNMENT

Recommendation: To **adjourn** the August 29, 2022, public meeting of the Board of Trustees.

8/29/2022

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East Central College

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