

**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

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President, Board of Trustees

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Secretary, Board of Trustees