

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, August 29, 2022**

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:37 p.m. by Board President Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Fink Johnson, and Audrey Freitag. Also present 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 – Faculty Association President Reginald Brigham and Accounting/Business Instructor Tanner French; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Director of Institutional Research Bethany Lohden, Human Resources Director Carrie Myers, Director of the Rolla Campus Christina Ayres, Communications & Marketing Director Gregg Jones, Professional Staff President Carson Mowery, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Brad Dunagan of Cochran Engineering was introduced.

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 August 29, 2022, meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the July 14, 2022, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat presented the preliminary financial statements for the close of fiscal year 2022 which will be finalized following the audit. Investments have increased and there will be one CD expiring each quarter. The net pension liability includes adjustments provided by PSRS/PEERS following their FY22 audit.

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 Audrey Freitag; Carried Unanimously

PEDESTRIAN BRIDGE UPDATE: Brad Dunagan from Cochran Engineering provided an update on the pedestrian bridge between the Shook Student Center and Buescher Hall. Demolition finished on schedule but pouring of the footings and columns was three to five days behind schedule due to unexpected site conditions when removing the old footings. It is anticipated these days will be made up and the project will still be completed on time. The canopy will not be delivered until January and the new bridge will be closed at that time for installation. Completion of the entire project is scheduled for March.

HIGHER LEARNING COMMISSION (HLC) ACCREDITATION: Vice President Robyn Walter updated the Board on the HLC action regarding accreditation noting that the Institutional Actions Committee accepted the visiting team’s report on July 11 and approved full accreditation with no monitoring

reports. The site visitors found that all criteria are met, and they were impressed with the quality of the monitoring reports for Criteria 4 and 5. The work of assessment and planning will continue, and a schedule of assessments will be developed to ensure compliance with assumed practices. The next site visit will be during the 2027-2028 academic year.

Upon the request of the Board, information regarding program-level accreditations will be shared by program faculty on a rotating basis at future meetings. Each program provides an annual update to its accrediting body; most are on five-year cycles.

STRATEGIC PLANNING UPDATE: Dr. Michelle Smith provided an update on activities related to the strategic plan. She noted that the mission, vision, and core values are at the heart of the work done at the College. Dr. Smith then highlighted some of the major projects/accomplishments of the past year.

- The College secured \$6.5 million in state funds to build a facility in Rolla. Federal funds totaling \$3 million have been requested toward the College's match. Additional matching funds will be sought. Programs have been added at the Rolla site, including radiologic technology, LPN, surgical technology, and paramedic training. A law enforcement academy is being developed and the Campus Connections program with Missouri S&T has been strengthened. In addition, credit hours generated at Rolla have increased. These developments all lie within the Financial Strength and Rolla Strategies of the strategic plan.
- The Falcon Career Center and the pedestrian bridge were both funded through alternative sources as part of the Financial Strength and Partnerships Strategies.
- Compensation has been placed at the forefront of budgeting with 4% staff raises and 5% faculty raises for FY23 and the continued implementation of the market adjustment plan. Flexible work options are also being explored. These are part of the Employee Strategy.
- Under the Partnerships and Financial Strength Strategies, the ECC Foundation established a Food for Falcons program and provided scholarships for four area high school teachers to gain credentials that will allow them to teach dual credit courses. The Foundation also secured sponsorships and funding for the Summer Learning Academy which had a total enrollment of 566 students.
- The Early College Academy and dual credit courses generated 8,266 credit hours in FY22 with 14 high schools offering 136 dual credit classes. This falls under the Partnerships Strategy.
- The Center for Workforce Development partnered with 19 companies and provided 34 registered apprenticeships in 2021. Customized training was provided for 630 workers from eight different companies. This work falls under both the Partnerships and Pathways Strategies.
- Processes are being revised to meet student needs and to implement best practices. Staff have implemented systematic outreach to admitted students, revised new student orientation, and worked to decrease the number of students dropped for non-payment. An assessment of student processes was completed by Achieving the Dream which will guide further improvements.
- The strategic plan contains a goal of 60,000 credit hours by 2024. While target points have not been met, progress toward the goal is being made. Course completion rates have exceeded the target, reaching 79.8%, and the pass rate has reached 95% for the last two years which exceeds the goal of 91.3%.

The Board asked about student input, and Dr. Smith indicated that information was gathered through the Achieving the Dream assessment. Dr. Bauer noted that much of the current year will be spent developing a plan for the next iteration of the strategic plan.

***PERSONNEL:** The Board **accepted** the resignations of Dr. Edward Shelton, Executive Director, Center for Workforce Development, effective July 29, 2022, and Elizabeth Moynihan, Technical Theatre Instructor, effective September 16, 2022.

The Board **approved** the appointments 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; 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; Jessica Robart as Counselor at the Rolla location effective September 1, 2022, with an annual salary of \$49,948; and Tim Gray as Manager, Bookstore/Mail & Imaging Services effective October 3, 2022, with an annual salary of \$57,289.24.

The Board also **approved** the roster of adjunct faculty for the fall 2022 semester as shown in the attached memorandum.

BOARD PRESIDENT’S REPORT: Board President Ann Hartley congratulated everyone at the college for outstanding work to implement the strategic plan and securing reaffirmation of accreditation from the Higher Learning Commission. She noted the Board is proud to represent ECC in the community.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported numerous full-time faculty developed and taught classes for the Summer Learning Academy. Eleven new full-time faculty were welcomed for the fall semester.
- B. ECC-NEA:** Tanner French reported that ECC-NEA President Aaron Bounds led a session during in-service to help faculty understand interest-based bargaining. The FY24 bargaining team is being organized and faculty hope to begin the bargaining process in the fall semester. Groups have also been formed to address the letters attached to the current collective bargaining agreement.
- C. PROFESSIONAL STAFF ASSOCIATION (PSA) REPORT:** PSA President Carson Mowery reported that 449 students enrolled for new student orientation and the interactive rotating sessions had an 86% attendance rate. Bridgette Kelch has received the Community Contributor Award from the WINGS Educational Foundation. The Falcon Career Center navigators are completing Connections to Success training. Sarah Haines is also completing Connecting Adults to Success training. The PSA has instituted a series of fundraising lunches celebrating the diversity of employees with funds supporting the Food for Falcons program.
- D. CLASSIFIED STAFF ASSOCIATION (CSA) REPORT:** The CSA did not have a report.

PRESIDENT’S REPORT: Dr. Bauer reported the academic year is off to a smooth start with total enrollment up slightly in headcount and credit hours. Staff are currently working with the high schools to enroll dual credit students. Continuing student enrollment is up 17.8% in credit hours and 9.6% in headcount. Rolla enrollment is up 15.4% in credit hours and 12.1% in headcount. However, first-time student enrollment is down 14.1% in credit hours and 12.8% in headcount. The census enrollment report will be provided at the October meeting.

One purchase was made under the Board's prior authorization for grant purchases. A universal robot was purchased from a sole source provider through vocational enhancement grant funding at a total cost of \$36,705. With 75% paid by the grant, the cost to the College was \$9,176.25.

The customized training award for this year is \$532,000 which will allow ECC to serve 15 area companies.

Construction of the Falcon Career Center is mostly complete with HVAC still to be installed. Staff will be moving in soon and the Board will be given a tour of the space at the beginning of the October meeting.

A recent *Missourian* article indicating ECC planned to purchase and install electronic vehicle charging stations was not accurate. A response from the College was published in a subsequent edition of the paper. Research has been done to determine the demand and costs for charging stations, but no decision has been made to move forward. Should that decision be made, it will be brought to the Board for approval.

An agreement was signed on August 25 with Lindenwood University to partner in providing a clear transfer pathway for ECC students. Lindenwood will provide scholarship assistance to students interested in transferring. This will be evaluated over time to determine the number of students served and the effectiveness.

ADJOURNMENT:

Motion: To **adjourn** the August 29, 2022, public meeting of the Board of Trustees at 6:54 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees



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

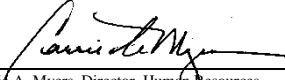
Dual Credit

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 Strohmeyer, 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