

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI  
BOARD OF TRUSTEES MEETING  
Monday, October 10, 2022**

**CALL TO ORDER:** The regular meeting of the Board of Trustees was called to order after a tour of the Falcon Career Center and an update on the pedestrian bridge construction at 6:05 p.m. by Board President Ann Hartley. Other Board members present for all or parts of the meeting were Joseph Stroetker, Eric Park, Cookie Hays, Prudence Johnson, and Audrey Freitag. Also present were President of the College Jon Bauer; Administrators – Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – NEA Vice President Parvatha Govindaswamy and Faculty Association President Reg Brigham; Other Staff – Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Director of Human Resources Carrie Myers, Director of Institutional Research Bethany Lohden, Director of Communications & Marketing Gregg Jones, Director of Online Learning & Educational Technology Chad Baldwin, Executive Assistant to the President Bonnie Gardner, Professional Staff Association President Carson Mowery, and Classified Staff Association President Jessica Horn; Students – Student Government Association President Brooklyn Hyatt.

**RECOGNITION OF GUESTS:** Gregg Jones introduced 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 October 10, 2022, meeting of the Board of Trustees.

*Motion by Joseph Stroetker; Seconded by Eric Park; Carried Unanimously*

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the August 29, 2022, ad valorem tax hearing and regular meeting of the Board of Trustees.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Vice President DeAnna Cassat presented the financial statements as of August 31, 2022. She noted that cash and investments have increased over the prior year. Federal grants and contracts have decreased significantly from last year due to the end of federal COVID money allocations.

**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*

**CENSUS ENROLLMENT/RETENTION DATA:** Vice President Sarah Leassner provided an update on enrollment numbers. Headcount for fall is up 1.3% and credit hours are up 3% over last year. Full-time students are down 1.5% and part-time students are up 3.8%. Credit hours are up 0.6% for full-time students and 8% for part-time students. First-time students are down 12.2%, transfer students are down 2.7%, continuing students are up 10.1%, and returning/re-admitted students are down 18.8%. Enrollment at Rolla increased by 8.8% in headcount, mainly due to the new programs added. Credit hours are up 38.5% for dual credit and 15.3% for dual technical credit. This is a result of having a greater number of instructors qualified to teach dual credit courses in high schools. The ECC Foundation provided scholarships to help high school instructors become credentialed. Where

declines in dual credit occurred, it was mostly a result of not having a credentialed instructor at the high school. Dual credit enrollment is still occurring and there are approximately 50-60 students who will be added.

Distance learning enrollment has declined, and staff will be exploring the reasons for this drop. First-time degree seekers are down 105 students. Community colleges nationally are seeing these declines. Money, stress, and uncertainty are affecting student choices to enroll.

The rolling retention report reflects data from week one of enrollment through the census date. There were positive returning student enrollment numbers every week during the enrollment season mostly due to a huge effort to ensure returning students got registered. Conversations regarding enrollment efforts revealed that students want personal points of contact; large-scale messaging doesn't work anymore. The admissions team provided personalized video messages to students regarding their enrollment and the steps they still needed to take. The view rate for these messages was over 80%. Personal phone calls were also made to students. A better onboarding experience is being created along with clear financial aid messaging. The new student orientation program has been revamped and allows the student to complete a scholarship application during orientation. Admissions events, including a high school leadership workshop, will be added to current academic events. Messaging will be targeted to specific populations such as high school students, adult learners, pre-high school students, and returning students. VP Leassner noted that recruitment and retention is a full institutional process with every division playing a role. Student services staff will continue to look at data and trends and then work to translate that information into action.

Dr. Bauer indicated that declining enrollment is a continuing trend in the community college sector. However, this is the third semester of enrollment increases at ECC. This is the result of a lot of hard work over a sustained period. This data doesn't touch on the non-credit side. Discussions are occurring about how to measure the business done on the non-credit side that leads people into careers.

**\*PERSONNEL:** The Board **approved** the appointment of Hannah Owens as Advisor for Early College & Admissions, effective October 10, 2022, with an annual salary of \$35,357, and **accepted** the resignation of Eric Clapper, Academic Advisor, effective October 12, 2022. The Board also **approved** an addendum to the roster of adjunct faculty for the Fall 2022 semester as outlined in the attached memorandum.

**BOARD PRESIDENT'S REPORT:** Board President Ann Hartley complimented the Falcon Career Center and noted it is a wonderful benefit for students. She provided an update on MCCA noting the convention is in St. Louis from November 29 through December 1. The keynote speaker will be Tishaura Jones, mayor of St. Louis. The event will be in-person this year with no hybrid option. It is hoped that presentations not accepted for the conference can be offered throughout the year at webinars. A revision of the MCCA bylaws is in process that will provide a series of committees for employees to be involved with.

**REPORTS:**

**A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported that he and Leigh Kolb are chairing an ad hoc committee to look at the development of an honors program. The desire is that academically inclined students would participate as a cohort. An honors component would likely be embedded in regular courses with a few honors-specific courses offered. Dr. Brigham also reported that the Faculty Association has passed a resolution indicating their dissatisfaction with Officer Tommie Lowe's action in filing a report with the Attorney General which has resulted in the erosion of faculty trust in Officer Lowe.

**B. ECC-NEA:** NEA Vice President Parvadhya Govindaswamy stated the NEA had no report.

**C. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Carson Mowery reported the following:

- The Feast for Falcons fundraiser raised \$300 for Food for Falcons. The feast was a southern Indian meal overseen by Dr. Govindaswamy and prepared in the culinary kitchen.
- ECC-Rolla partnered with Rolla Technical Institute/Center to host the fall counselors' breakfast. Plans are to continue with a joint event in the future.
- The communications and marketing team won four medallion awards from the National Council for Marketing and Public Relations (NCMPR) - three gold and one bronze. In addition, Gregg Jones received the District 5 Rising Star Award.
- The Skill-Up grant exceeded the stated goal for participants, and the *Missourian* newspaper article about one of the participants inspired others to enroll.

**D. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff Association President Jessica Horn reported the results from the Denim Day fundraisers - \$96 in June for the Franklin County Humane Society, \$65 in July for Loving Hearts Outreach, \$125 in August for All Abilities Athletics, and \$120 in September for Grace's Place Nursery.

**E. STUDENT GOVERNMENT ASSOCIATION:** SGA President Brooklyn Hyatt reported that club membership is increasing. The recent Falcon Fest was very successful with a lot of student involvement. A little library has been purchased for the walking trail. SGA will host a trunk or treat on October 14, and the SGA senators will be attending a conference later this month.

**PRESIDENT'S REPORT:** Dr. Bauer introduced Bridgette Kelch who gave an update on recent activities hosted by the ECC Foundation. Food for Falcons has been very popular, averaging 147 students and \$900 spent daily. The Foundation's allocation of \$85,000 will likely fall short by about \$20,000. Work is underway to generate the additional funds and to determine how funding will be handled in the future. 155 people attended the Scholarship Luncheon with student attendance increased this year. Judge Joe Purschke provided a heartfelt and impactful speech, and the student speaker, who was unable to attend due to childcare issues, provided a humorous, engaging letter to share. The gross proceeds from the golf tournament were slightly less than last year, which was the second-highest year ever.

Dr. Bauer informed the Board that the POST Commission has recommended licensure for the ECC-Phelps Law Enforcement Training Center. The proposal now goes to the Missouri Department of Public Safety for final licensure approval. Following that, the program will be submitted to the Missouri Department of Higher Education & Workforce Development and the Higher Learning Commission for their approval. The first cohort is anticipated to begin in August 2023 and complete in July 2024.

Recent campus events include the Career & Transfer Fair held on October 10, Manufacturing Day held on October 6 with a student session in the morning and a session for employers in late afternoon, the Scholarship Luncheon where students enjoyed meeting their benefactors, and the last home volleyball match where sophomore players were recognized.

Dr. Bauer extended congratulations to Jessica Van Leer who was named an Outstanding Young Professional by the Washington Chamber of Commerce, members of the Marketing and Public Relations team who received several district awards, and Bridgette Kelch who was recognized as the WINGS Foundation Hall of Honor Community Contributor.

**ADJOURNMENT:**

**Motion:** To **adjourn** the October 10, 2022, public meeting of the Board of Trustees at 7:12 p.m.

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

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President, Board of Trustees

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Secretary, Board of Trustees



## Interoffice Memo

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TO: Dr. Bauer  
DATE: September 21, 2022  
FROM: Office of Academic Affairs  
RE: Adjunct Addendum for Fall Semester 2022

Please approve the following adjunct addendum for the fall 2022 semester.

### **ADDITIONS**

#### **Career & Technical Education**

Matthew Graham, Business

#### **Health Sciences**

Kelly Adkins, Nursing  
Elisha Chaney, Nursing

#### **English & Humanities**

Michael Pecka, Communications

#### **Fine & Performing Arts**

Damon Van, Music

#### **Dual Credit**

Kevin Daharsh, Auto Technology, RTI  
Maurice Gritzman, PLTW, SCHS  
Star Hargis, English, RHS  
Tabitha Olson, Mathematics, HHS

### **DELETIONS**

#### **Health Sciences**

Katherine Jordan, EMS  
Nancy Tappe, Nursing

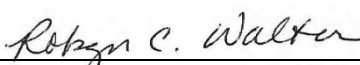
#### **Fine & Performing Arts**


S. Patrick Charles, Music

#### **Dual Credit**

Stephanie Juengling, Business, FRCC  
Gary Maune, Auto Technology, FRCC

Signatures:

  
Robyn Walters, Vice President of Academic Affairs      Date

  
Carrie A. Myers, Director of Human Resources      Date