



**BOARD OF TRUSTEES
MEETING**

March 6, 2023

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING AGENDA
Monday, March 6, 2023
5:30 p.m.
BH138 or <https://zoom.us/j/91346668018>**

		Action ¹	Discussion	Information
1.	CALL TO ORDER			
2.	RECOGNITION OF GUESTS			X
3.	PUBLIC COMMENT			X
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.	AUDIT SERVICES	4 Votes		
8.	THREE FOR FREE PROGRAM AND FREE & REDUCED LUNCH WAIVER	4 Votes		
9.	U.S.D.A. GRANT RESOLUTION	4 Votes		
10.	AFFORDABLE & OPEN EDUCATIONAL RESOURCES (A&OER)			X
11.	PSRS/PEERS UPDATE			X
12.	*PERSONNEL A. Spring 2023 Adjunct Faculty Addendum	4 Votes		
13.	BOARD PRESIDENT’S REPORT			X
14.	REPORTS A. Faculty Association B. ECC-NEA C. Professional Staff Association D. Classified Staff Association E. Student Government Association			X
15.	PRESIDENT’S REPORT			X
16.	ADJOURNMENT OF PUBLIC SESSION / EXECUTIVE SESSION – RSMO2004, SECTION 610.021 (3) PERSONNEL	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
March 6, 2023**

AGENDA ITEM 1: CALL TO ORDER

The regular meeting of the Board of Trustees will be called to order by Board President Ann Hartley.

3/6/2023

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
March 6, 2023**

AGENDA ITEM 2: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Gregg Jones.

3/6/2023

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Section 2, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 3: PUBLIC COMMENT

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

3/6/2023

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Section 3, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 4: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the March 6, 2023, Board of Trustees meeting.

3/6/2023

East Central College

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Section 4, Page 1

Agenda Item 4: Approval of Agenda

Consent Agenda Items for March 6, 2023:

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
March 6, 2023**

AGENDA ITEM 5: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the February 6, 2023, regular meeting of the Board of Trustees.

Attachments

3/6/2023

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Section 5, Page 1

JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, February 6, 2023

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, 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, Vice President of Academic Affairs Robyn Walter, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reg Brigham, Accounting/Business Instructor Tanner French, and ECC-NEA Vice President Parvatha Govindaswamy; Other Staff – Human Resources Director Carrie Myers, Rolla Campus Director Christina Ayres, Foundation Executive Director Bridgette Kelch, Director of Communications & Marketing Gregg Jones, Executive Director of Institutional Effectiveness Michelle Smith, Executive Assistant to the President Bonnie Gardner, Professional Staff Association President Carson Mowery, Purchasing Manager Melissa Popp, and Classified Staff Association Vice President Amanda Studdard; Student – Student Government Association President Brooklyn Hyatt.

RECOGNITION OF GUESTS: Guests included Brad Dunagan from Cochran Engineering and Reid Glenn from the *Missourian*.

PUBLIC COMMENT: There was no public comment.

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 February 6, 2023, meeting of the Board of Trustees.
Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the November 4, 2022, special meeting and the December 5, 2022, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the financial statements as of December 31, 2022. She noted that the large difference in accrued wages and benefits is due to the timing of payroll this year. Capital expenditures appear to be over budget due to the movement of some expenditures that were previously budgeted in the operating accounts. The large change in other operating revenue is a reflection of the gift for baseball last year from the Foundation. Changes in financial aid and scholarships are due to the ending of COVID relief provided to students last year. Vice President Cassat also noted that the investments page lists an incorrect total due to a formula error in the spreadsheet; the number in the statement of net assets is correct.

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 reported that the fabrication plant is awaiting material to construct the canopy; it is hoped that material will arrive in late February or early March. Once the canopy arrives the bridge will be closed for four to six weeks for construction. In response to questions, Mr. Dunagan noted that the bridge has been treated with the same roadway sealer that is used by the highway department so that salt can be used to de-ice

without causing damage to the surface. Dr. Bauer noted that once the canopy is installed the need for de-icing chemicals will be greatly reduced. Staff will not be driving any vehicles on the bridge and will not be clearing it with plows as in the past. This will also help protect the surface.

BIDS: Vice President Cassat noted that the recommended flooring is part of planned campus maintenance and will be funded mostly with state maintenance and repair funds. The flooring in the bookstore will be funded with the bookstore fund balance. Two companies submitted bids and walked through the facilities. Part of the difference in pricing is due to Union Furniture using in-house labor while John's Flooring would need to subcontract installation.

Motion: To **approve** the bid of Union Furniture & Flooring, Union, MO, for the purchase and installation of flooring in areas outlined in the memorandum attached to the agenda at a total cost of \$130,652.20, to be funded with state maintenance and repair funds and the bookstore fund balance.

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

TUITION & GENERAL FEES: Dr. Bauer noted that the Tuition Subcommittee of the Budget Committee begins work in the fall and takes a detailed look at revenue projections for the coming year, where ECC tuition ranks in relation to other community colleges in the state, and estimates of expenses for the coming year. The current inflationary environment is a challenge and that is reflected in the recommendation. The committee also considers the impact on students with the most economic need. The federal Pell Grant will increase \$500 this year with a maximum award just under \$7,400; those with the most need will qualify for this grant.

Vice President Cassat stated that the increase reflects inflation and the increase in expenditures needed to ensure the best instruction and spaces for learning. An 8% increase results in \$560,766 in additional operating revenue. The increase in general fees will generate an additional \$485,080. In response to questions from the Board, Vice President Cassat noted that the increase was derived by taking a deep dive into projected expenses while trying to keep tuition at a reasonable rate during an inflationary period. The committee will continue to scrutinize tuition tiers and the fee structure. Dr. Bauer noted that about 60 percent of full-time students receive a Pell Grant and about 95% of full-time students receive some type of financial aid.

Motion: To **approve** an increase of 8% in tuition for all tuition tiers and dual credit/enrollment as outlined in the memorandum attached to the agenda.

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

Motion: To **approve** an overall increase in general fees of \$7 per credit hour as follows:

Student Activities Fee	\$12 (increase of \$3)
Support Services Fee	\$ 2 (increase of \$1)
Technology Fee	\$ 6 (increase of \$3)
Facilities Fee	\$ 8 (no increase)
Security Fee	\$ 9 (no increase)

Motion by Joseph Stroetker; Seconded by Audrey Freitag; Carried 5-1 with Ms. Johnson voting no

COURSE FEES: Dr. Bauer indicated the review of course fees also begins in the fall with a detailed look at course-related expenses. Charges are reviewed for applicability and an appropriate increase or decrease. The Academic Council made the recommendation to be presented to the Board. Vice President Walter noted that these fees are specific to a course and cover the disposable supplies used

in that course. Most changes are related to supply/demand costs, increased exam costs, and shifting from paying expenses with Perkins funds to paying with operating budget. These fees are charged per course, not per credit hour.

Motion: To **approve** course fees for the 2023-2024 academic year as outlined in the memorandum attached to the agenda.

Motion by Joseph Stroetker; Seconded by Prudence Johnson; Carried Unanimously

SABBATICAL LEAVE: The recommended leave for Shanee Haynes is presented following the sabbatical leave policy and the established process. The leave is budgeted annually, and faculty submit proposals for review by a committee. The process is very rigorous and uses a scoring rubric with a minimum score that must be met for recommendation. The committee recommendation is reviewed by Vice President Walter; if she concurs, Dr. Bauer reviews the recommendation. Upon approval by Dr. Bauer, the recommendation is presented to the Board for approval. In answer to a question about compensation, Vice President Walter indicated a one-semester sabbatical provides full compensation; a full year sabbatical provides half compensation. Upon completion of the sabbatical, a report is provided to the Board and the faculty member makes a presentation to colleagues.

Motion: To **approve** a Sabbatical Leave of Absence for Assistant Professor Shanee Haynes during the Spring 2024 semester to complete research and the writing portion of her dissertation

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

FALL COURSE SUCCESS RATES: Vice President Walter reviewed the fall course success rate which is 80% for fall 2023, 0.4% above last fall. Grades of A, B, C, or Pass are considered in compiling the success rate. Some segments, including students of color and Pell recipients, have shown less gains than last year; two work groups are exploring holistic support to meet the needs of those students. The College participates in the National Community College Benchmarking Project with over 160 other colleges. ECC continues to improve its success rates from fall 2018. Nationally ECC is above average but is somewhat below the average in Missouri. This data is used to improve services that support student learning. Placement strategies will also be examined this year.

***PERSONNEL:** The Board **approved** revisions to the roster of adjunct faculty for the 2023 spring semester as listed on the attached memoranda.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley reported there has been discussion of reformatting the Missouri Community College Association (MCCA) advisory board and adding committees to the structure. The MCCA constitution is outdated and needs revision.

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham indicated the Association had no report.
- B. ECC-NEA:** NEA Vice President Parvadhya Govindaswamy indicated the NEA also had no report.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery congratulated Stephanie Hebert for delivering a live webinar and Jessica Robart on the completion of supervised hours that will move her from a provisionally licensed counselor to a fully licensed counselor.

On February 3 Campus Life and the ECC Foundation co-sponsored a trip to the St. Louis Holocaust Museum which included a talk from a Holocaust survivor. Sixteen students and 14 employees/patrons participated.

D. CLASSIFIED STAFF ASSOCIATION REPORT: CSA Vice President Amanda Studdard reviewed the list of Denim Day charities selected for the year. The Association has enhanced its support of the community by adding three Rolla charities this year. Nominations for the Spotlight Award will be solicited soon.

E. STUDENT GOVERNMENT ASSOCIATION REPORT: SGA President Brooklyn Hyatt reported that the student involvement fair was held two weeks ago. The SGA held their first meeting to discuss upcoming events which will include a trivia night and Project Prom. Work will begin soon to build and paint the little library for the walking trail. Donations of prom dresses are being accepted and the collection will be housed on the first floor of the Shook Student Center.

PRESIDENT'S REPORT: With the omnibus spending bill adopted at the end of December, \$3 million will be provided for the Rolla facility and \$1 million will be provided for classroom technology. These earmarks were sponsored by Senator Blunt and Representative Luetkemeyer respectively. The technology earmark will fund the second phase of a comprehensive project focused on distance learning technology. An application has been submitted for a federal grant to fund the third/final phase. During the state of the state address, Governor Parson announced plans for additional capital improvement funds to be allocated to colleges. Those funds will provide additional money for the Rolla facility. The state is providing \$6.5 million in FY23 with \$3.25 million being planned for each of the following two years. With the federal earmark, the total funding provided for the Rolla building would be \$16 million. Planning and design will occur over the next year.

Dr. Bauer and the vice presidents recently met with local legislators to discuss the importance of state aid, capital improvement funds, funding for the A+ program, the dual credit scholarship fund, and the fast-track program. Bills of interest at the state level include several that focus on personal property tax reduction/elimination (this is a big part of the College revenue stream), other tax reductions, the higher education funding formula, guns on campus, and transgender athletes. In addition, the appointment of a new commissioner of higher education is expected in the next few weeks.

Provisions in the federal omnibus bill include a \$500 increase in the Pell grant, an increase for strengthening community college training, an increase in Title III grant funding, an increase in apprenticeship grants, and small increases for Perkins CTE, adult education, federal work study, TRIO, and WIOA. Redistricting has caused changes in the ECC congressional delegation. Senator Eric Schmitt replaces Roy Blunt, and the College is now in Representative Ann Wagner's district. Representative Jason Smith, whose district includes Rolla, was elected chair of the House Ways & Means Committee. Representative Blaine Luetkemeyer no longer represents Franklin County, but his district still includes portions of the ECC service region.

Legislative priorities for the year include short-term Pell, Higher Education Act reauthorization, the farm bill, securing a rural-serving institutions designation, rural broadband, and campus childcare. Dr. Bauer noted that students earning short-term credentials do not currently have access to Pell grants; there seems to be bipartisan support for this expansion. The farm bill includes funding for the USDA which ECC has been able to access in the past.

The ECC-Phelps Law Enforcement training center received P.O.S.T. approval and a one-year probationary license. Approvals from MDHE and HLC are the next steps. The tentative start date for classes is August 21, 2023.

Dr. Bauer recognized the 2023 NISOD Awards of Excellence winners – Jennifer Higerd, faculty; Stacy Bellville, classified staff; and Alice Whalen, professional staff. Employees were nominated by their peers and the winners were selected by the administrators. The winners have been invited to attend the annual NISOD conference in Austin, Texas, in May.

ADJOURNMENT:

Motion: To **adjourn** the February 6, 2023, public meeting of the Board of Trustees and enter into executive session per RSMo2004, Section 610.021 (3) Personnel at 6:59 p.m.

Motion by Joseph Stroetker, Seconded by Eric Park

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
March 6, 2023**

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

3/6/2023

East Central College

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Section 6, Page 1

East Central College
Statement of Net Assets for all Funds
As of January 31, 2023 and January 31, 2022

ASSETS	<u>1/31/23</u>	<u>1/31/22</u>
Current		
Cash	8,018,557	11,448,751
Investments	2,304,811	1,604,536
Receivables, net		
Student	3,384,909	3,124,009
Federal & State agencies	1,136,029	433,880
Other	(45,875)	66,979
Inventories	196,073	187,842
Prepaid expenses	232,507	422,227
Total Current Assets	<u>15,227,011</u>	<u>17,288,224</u>
Non-Current Assets		
Other Assets	-	-
Capital Assets (net)	41,145,827	39,466,805
Total Non-Current Assets	<u>41,145,827</u>	<u>39,466,805</u>
Total Assets	<u>56,372,838</u>	<u>56,755,029</u>
DEFERRED OUTFLOW OF RESOURCES		
Deferred pension outflows	6,921,322	5,848,833
Deferred OPEB outflows	276,465	320,504
Total Assets and Deferred	<u>7,197,787</u>	<u>6,169,337</u>
Outflow of Resources	<u>63,570,625</u>	<u>62,924,366</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	69,812	321,789
Accrued Wages & Benefits	2,072	9,350
Unearned Revenue	156,128	120,416
Due to Agency Groups	-	-
Accrued Interest	-	-
Total Current Liabilities	<u>228,012</u>	<u>451,555</u>
Non-Current Liabilities		
USDA Loan	383,334	483,334
Bonds Payable	5,225,000	6,725,000
Premium on Sale of Bonds	336,979	439,375
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	947,997	1,016,933
United Bank of Union	1,600,000	1,720,000
Total Non-Current Liabilities	<u>14,760,952</u>	<u>29,586,065</u>
Total Liabilities	<u>14,988,964</u>	<u>30,037,620</u>
DEFERRED INFLOW OF RESOURCES		
Deferred pension inflows	13,706,520	2,223,993
Deferred OPEB Inflows	369,901	258,274
	<u>14,076,421</u>	<u>2,482,267</u>
NET ASSETS		
Investment in Capital Assets, net	40,564,822	37,666,937
Restricted for Debt Service	(44,894)	(44,894)
Board Restricted	1,760,000	1,760,000
Unrestricted:		
General Fund	11,019,744	12,236,670
All other Funds	(18,794,432)	(21,214,234)
Total Net Assets	<u>34,505,240</u>	<u>30,404,479</u>
Total Liabilities, Deferred Inflow	<u>63,570,625</u>	<u>62,924,366</u>
of Resources and Net Assets		

East Central College
Statement of Activities
General Fund

As of January 31, 2023 and January 31, 2022

	For the Fiscal Year Ending June 30, 2023			For the Fiscal Year Ended June 30, 2022			
	Current FY Budget	Jan 31, 2023 Month end	Current FY Year-To-Date	Prior FY Budget	Jan 31, 2022 Month end	Prior FY Year-To-Date	Prior Year FYE
Revenues:							
Local Revenue	8,061,258	3,771,474	4,603,840	7,511,756	5,732,214	7,082,846	7,691,825
State Revenue	5,290,485	487,079	3,409,555	5,236,024	435,966	3,051,762	5,231,587
Federal Revenue	-	-	-	-	-	-	-
Tuition and Fees	7,409,748	331,571	6,899,832	6,334,616	330,716	6,608,613	6,736,371
Interest Income	75,000	14,506	60,379	75,000	6,885	31,552	63,643
Gifts and Grants	100,000	2,560	47,318	100,000	2,114	38,476	76,594
Miscellaneous Revenue	45,100	4,605	25,308	556,478	2,957	21,694	39,731
Transfers-Interfund & Indire	269,610	12,318	16,219	-	(342)	(3,693)	559,632
Transfer Federal Programs	-	3,145	24,827	-	-	-	7,910
Total Revenues	21,251,201	4,627,258	15,087,278	19,813,874	6,510,510	16,831,250	20,407,293
Expenses:							
Salaries	12,631,593	823,621	6,679,370	11,623,301	755,380	6,225,483	11,185,778
Benefits	4,418,238	347,311	2,419,710	4,106,848	302,895	2,176,534	1,504,822
Contractual Services	1,032,198	46,436	717,370	960,752	37,370	725,962	924,929
Current Expenses	859,010	43,410	398,959	744,089	59,763	363,937	629,316
Travel	271,559	21,131	145,235	202,487	10,132	94,690	147,129
Property & Casualty Insuran	222,000	-	222,320	210,658	-	208,706	211,556
Vehicle Expense	19,400	260	5,419	14,200	188	3,488	12,446
Utilities	545,000	66,018	427,368	543,950	48,387	346,373	591,304
Tele/Communications	250,770	16,785	123,710	230,665	12,675	93,429	157,749
Miscellaneous	397,285	92,487	186,694	378,843	86,354	200,638	232,646
Foundation Paid Expense	1,485	3,345	28,502	100	2,933	15,567	27,737
Clearing Account	-	(205)	74	-	(84)	(84)	-
Scholarship Expense	180,600	2,511	113,364	257,761	2,809	94,187	162,004
Faculty Development	25,000	50	5,700	25,000	-	5,670	9,860
Instit. Match for Grants	35,000	-	-	163,000	-	-	23,232
Commitment to AEL	60,000	-	10,625	40,000	-	-	37,707
Instit. Commit.to Fine Arts	-	-	-	-	-	-	6,200
Instit. Commit.to Word & M	-	-	-	-	-	-	-
Capital	21,500	11,663	55,845	32,200	-	12,415	17,817
Interfund Transfers	-	-	-	-	-	-	-
Debt Princ & Interest	280,563	8,333	141,396	280,020	8,333	138,060	279,477
Total Expenses	21,251,201	1,483,156	11,681,661	19,813,874	1,327,135	10,705,055	16,161,709
Revenue over Expenses	-	3,144,102	3,405,617	-	5,183,375	6,126,195	4,245,584

**Statement of Revenue, Expenses & Changes in Net Assets
(All Funds)
As of January 31, 2023 and January 31, 2022**

	For the Fiscal Year Ending June 30, 2023		For the Fiscal Year Ended June 30, 2022	
	Jan 31, 2023	FY 2023 Year-To-Date	Jan 31, 2022	FY 2022 Year-To-Date
Operating Revenues:				
Student Tuition & Fees	369,159	8,114,105	364,483	7,731,383
Federal Grants & Contracts	46,297	3,062,431	192,221	7,181,869
State Grants & Contracts	66,633	1,644,109	16,729	194,913
Auxiliary Services Revenue	286,015	1,125,959	257,185	976,036
Other Operating Revenue	12,227	147,623	7,221	366,646
Total Operating Revenue	780,331	14,094,227	837,839	16,450,847
Operating Expenses:				
Salaries	921,343	7,477,019	851,753	6,985,822
Benefits	377,875	2,636,471	333,933	2,389,239
Purchased Services	205,355	1,474,506	173,190	1,425,181
Supplies & Current Expenses	248,200	1,849,328	263,058	1,849,355
Travel	19,132	157,707	12,748	98,738
Insurance	-	241,782	-	226,118
Utilities	96,711	688,059	75,870	590,470
Other	8,311	61,642	9,671	65,701
Depreciation	184,896	1,303,509	171,878	1,233,772
Financial Aid & Scholarship	5,650	3,017,026	3,243	4,498,399
Foundation Paid Expense	4,987	40,455	3,828	17,678
Total Operating Expenses	2,072,460	18,947,504	1,899,172	19,380,473
Operating (Loss)/Gain	(1,292,129)	(4,853,277)	(1,061,333)	(2,929,626)
Non-Operating Revenues (Expenses):				
State Appropriations	487,079	3,409,555	435,966	3,051,762
Tax Revenue	4,835,223	5,899,701	7,076,807	8,745,013
Interest Income	16,347	70,043	8,319	37,389
Gain/Loss on asset disposal	-	-	-	12,618
Principal & Interest on Debt	(118,667)	(184,137)	(139,148)	(212,279)
Total Non-Operating Revenue (Expense)	5,219,982	9,195,162	7,381,944	11,634,503
Increase in Net Assets	3,927,853	4,341,885	6,320,611	8,704,877

**East Central College
Investments
As of January 31, 2023**

<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
1024021675	12/7/2022	12/7/2023	12 Months	4.35%	\$ 804,810.81
<u>Sullivan Bank</u>					
117465	7/1/2022	7/1/2023	12 Months	1.15%	\$ 500,000.00
118983	9/22/2022	9/22/2024	24 Months	1.75%	\$ 500,000.00
ECC Total Investments					\$ 2,304,810.81

2022

Total Cash Accounts	\$ 8,018,557.00
Certificates of Deposit	\$ 2,304,810.81
	<u>\$ 10,323,367.81</u>

2022 (December)

Total Cash Accounts	\$ 5,672,080.00
Certificates of Deposit	\$ 2,304,810.81
	<u>\$ 7,976,890.81</u>

**East Central College
Pledged Securities
As of January 31, 2023**

United Bank of Union

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FDIC Insurance			\$ 250,000.00
FHR 4672 QD	08/15/45	3137BXLH3	\$ 37,437.23
FRESB 2019-SB61 A10H	01/25/39	30309LAN8	\$ 1,280,189.15
FNMA Pool #AL6270	10/01/34	3138EN6G9	\$ 342,767.62
FHLMC POOL #RB5108	04/01/41	3133KYU98	\$ 1,649,618.98
GNR 2021-22 AD	10/16/62	3830RTZ3	\$ 1,833,191.85
FHR 5081 AG	3/25/1951	3137FXXS2	\$ 1,333,023.74
FHLB LETTER OF CREDIT	10/28/2021		\$ 4,600,000.00
TOTAL			<u>\$ 11,326,228.57</u>

Phelps County Bank

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

Sullivan Bank

SECURITY DESCRIPTION	MATURITY DATE	CUSIP NO.	PAR AMOUNT
FHMS KF64 A	6/25/2026	3137FMUT7	\$ 126,524.33
FNMA 20YR	7/1/1941	31418D2V3	\$ 859,764.09
FDIC Insurance			\$ 250,000.00
TOTAL			<u>\$ 1,236,288.42</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 January 31, 2023**

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 FY23 budgets.

Total amount of checks dispersed from January 1, 2023 through January 31, 2022, is reported at \$2,153,987.20

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 7: AUDIT SERVICES

Recommendation: To approve a contract with KPM CPAs and Advisors to conduct the external audit of East Central College and the East Central College Foundation for fiscal years 2023-2025 at a cost not to exceed \$50,000 for FY23, \$52,500 for FY24, and \$55,100 for FY25, subject to annual approval by the Board of Trustees.

Attachment

3/6/2023

Section 7, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



EAST CENTRAL COLLEGE
Interoffice Memorandum

To: Dr. Jon Bauer, President

From: DeAnna Cassat, VP Finance & Administration

RE: Audit Services for FY23 – FY25

The college issued a request for qualifications on January 13, 2023, for independent audit services for the periods ending June 30, 2023, 2024, and 2025. The college received one proposal from KPM CPAs and Advisors.

Pricing is as follows:

	2023	2024	2025
East Central College	\$41,000	\$43,000	\$45,100
East Central College – Foundation	\$ 9,000	\$ 9,500	\$10,000
TOTAL	\$50,000	\$52,500	\$55,100

It is my recommendation that the college award KPM CPAs and Advisors the independent audit services for the period ending June 30, 2023, 2024, and 2025. KPM has done an outstanding job for the college as our auditor for many years. We look forward to continuing this relationship with KPM.

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

**AGENDA ITEM 8: THREE FOR FREE PROGRAM AND FREE & REDUCED LUNCH
WAIVER**

Recommendation: To discontinue the Three for Free summer tuition assistance program effective immediately.

Recommendation: To discontinue the Free & Reduced Lunch Waiver program at the end of the Spring 2023 semester.

Attachment

3/6/2023

Section 8, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602



Interoffice Memorandum

To: Dr. Jon Bauer, President

From: Sarah Leassner, VP, Student Development

Re: 2023 – 2024 Three for Free and Free & Reduced Lunch Waiver Programs

Three for Free Summer Program

In Spring 2019, former Vice President of Student Development Heath Martin spearheaded an effort to create a summer tuition assistance program called Three for Free, also known as First Class Tuition Pass. With this program, rising juniors and seniors were able to take one tuition-free course during the summer session. This program was offered during a time that St. Louis Community College was offering a similar program and was intended to encourage students to take a summer class in the hope that a favorable experience that would entice them to enroll for subsequent terms.

The program was offered during the Summer 2019, 2020, 2021, and 2022 terms. The number of students who participated was 325 students at a cost of \$49,886 the college. An assessment was conducted to evaluate the costs against the goals of the program. The results showed that an average of only 18 students matriculated to ECC in the term after their high school graduation.

Free & Reduced Lunch Waiver Program

In Fall 2020, the college decided to offer another tuition assistance program because students and families expressed a need for more tuition assistance during the fall and spring terms. The Free & Reduced Waiver Program was established to enable high school students interested in taking dual credit who qualified for the National School Lunch Program (NSLP) benefits to receive free tuition while taking college coursework at their high schools. NSLP provides free and/or reduced cost meals to elementary and secondary education students. ECC representatives obtained this information through verification provided by high school counselors. After verification, ECC Financial Aid applied the waiver in the amount of tuition.

Between Fall 2020 – Fall 2022 there were 534 students who benefitted from this program. The total cost to ECC during this time was \$148,361. While the program has been extremely beneficial to students, it has been costly for ECC. Now that the Missouri Department of Higher Education and Workforce Development (MDHEWD) has created the Dual Credit / Dual Enrollment Scholarship, it makes fiscal sense to discontinue ECC's Free & Reduced Waiver program to follow the state's guidelines for this scholarship and recoup the fees that were previously waived by the college.

In short, the recommendation is to discontinue both the Three for Free and Free & Reduced Lunch Programs at ECC. The Three for Free Program has not produced the intended results over time and the cost/benefit is not evident. The state's new scholarship program provides tuition assistance for the same dual credit population that ECC was already serving with the Free & Reduced Lunch Waiver and offers an even richer benefit that includes dual enrollment students as well.

March 6, 2023

Section 8, Page 2

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 9: U.S.D.A. GRANT RESOLUTION

Recommendation: To **approve** a resolution concerning acceptance and compliance with requirements to obtain financial assistance from the United States Department of Agriculture for the purchase of heating and air conditioning equipment and remote technology for the HVAC program.

Attachments

3/6/2023

East Central College

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FAX (636) 583-6602

Section 9, Page 1



EAST CENTRAL COLLEGE

MEMORANDUM

To: Dr. Jon Bauer

Fr: Joel Doepker

Date: 3.6.23

Re: Submission: USDA Rural Business Development Grant

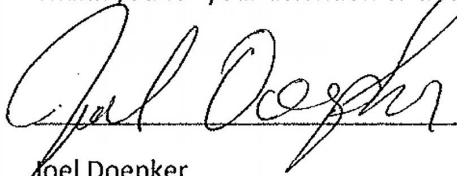
For your review, an ECC Board of Trustees resolution concerning the compliance with various requirements to obtain financial assistance from the United States Department of Agriculture (*CP Guide 36-Borrower Certification Form*).

The required documents are needed to complete the application to the USDA Rural Business Development grant program for the purchase of Heating and Air Conditioning equipment and remote technology for the HVAC program.

The application amount submitted is \$70,000.

Award notification from the USDA has not been received; however, to continue the application process, the College must submit the document in reference.

Thank you for your attention to this request.



Joel Doepker

Vice President of External Relations

A RESOLUTION/ORDINANCE OF THE Board of Trustees OF
Junior College District of East Central CONCERNING ACCEPTANCE AND COMPLIANCE
WITH VARIOUS REQUIREMENTS TO OBTAIN FINANCIAL ASSISTANCE FROM UNITED STATES OF AMERICA, ACTING
THROUGH THE UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT.

BE IT RESOLVED BY THE Board of Trustees OF Junior College District of
East Central
MISSOURI, AS FOLLOWS:

Section 1. Definitions.

- Junior College District of East Central
- A. _____ will also be referenced as “applicant”,
"recipient", "participant", and “grantee” throughout this document.
 - B. United States of America, acting through United States Department of Agriculture, Rural
Development, will also be referenced as USDA Rural Development and “RD” throughout this
document.

Section 2. Certifications.

The following listed forms with instructions are attached hereto and fully incorporated as if set forth
herein:

- A. Standard Form 424-B, Assurances – Non Construction Programs.
Standard Form 424-D, Assurances – Construction Programs.
- B. Form RD 400-1, Equal Opportunity Agreement.
- C. Form RD 400-4, Assurance Agreement.
- D. Form AD-1047, Certification Regarding Debarment, Suspension and Other Responsibility Matters –
Primary Covered Transactions.
- E. Form AD-1049, Certification Regarding Drug Free Workplace Requirements (Grants) Alternative I –
For Grantees Other Than Individuals. **This form is applicable only when a USDA grant is being
made.**
- F. Form RD 1910-11, Applicant Certification Federal Collection Policies for Consumer or Commercial
Debts. **This form is applicable only when a USDA loan is being made.**
- G. FmHA Instruction 1940-Q, Exhibit A-1 (8-21-91), Certification for Contracts, Grants and Loans.
- H. Form AD-3030, Representations Regarding Felony Conviction and Tax Delinquent Status for
Corporate Applicants. **This form is applicable to Non Profits Only.**
- I. Form AD-3031, Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate
Applicants. **This form is applicable to Non Profits Only.**

Section 3. Miscellaneous Provisions.

- A. If any section, subsection or part of this resolution/ordinance, whether large or small, and whether set forth or incorporated herein by reference, is for any reason held invalid, the validity thereof shall not affect the validity of any of the other provisions of this resolution, whether large or small, and whether set forth or incorporated herein by reference.
- B. If any section, subsection or other part of this resolution/ordinance is found to be in conflict with an actual form set forth or referred to herein, the version of the form which is in effect on the date of this instrument will be applicable.
- C. The signature of the _____ President _____ and the attestation by the _____ Secretary _____ to this resolution/ordinance shall act as the signature and attestation to each and every one of the requirements and forms set for and incorporated by reference in the sections and subsections of this resolution/ordinance as fully as if signed and attested to on individual documents or forms for each.

Section 4. Notice to Applicant.

- A. The applicant is given notice and hereby acknowledges the following:
Applicants are required to identify any known relationship or association with a Rural Development employee. This would include family members, known close relatives, business associates or known close personal associates. IN these cases, arrangements will be made for special handling of processing and servicing actions as required by CFR Part 1900 Subpart D. It will not affect your account status.

This Resolution/Ordinance shall be in full force and effect from and after its passage and approval.

PASSED on: _____

The vote was: Yeas _____ Nays _____ Absent _____

(OFFICIAL SEAL)

Signature
President

Title

Attested by:

Signature
Secretary

Title

CERTIFICATE

I, the undersigned, as Secretary of Junior College District of East Central

Do hereby certify that the Board of Trustees is composed of

Members, of whom _____, constituting a quorum, were present at a meeting thereof duly called and held on the date passed; that the foregoing Resolution/Ordinance was adopted at such meeting by the vote shown above; that the passage of the foregoing Resolution/Ordinance is reflected in the official minutes of the said meeting; and that the Resolution/Ordinance has not been rescinded or amended in any way.

Dated: _____.

Signature
Secretary

Title

CONFLICT OF INTEREST

To assure the high standards of honesty, integrity and impartiality maintained by Federal employees, we ask you to identify any relative or close associate of yours who is also a Rural Development employee.

Your response will not affect your application status, but would allow us to make special provisions for processing.

If there are no conflicts, this form may be left blank, as it is not applicable.

Junior College District of East
Central

Name of Organization

President

Official

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 10: AFFORDABLE & OPEN EDUCATIONAL RESOURCES

Assistant Professor of English John Hardecke and Director of Library Resources Lisa Farrell will provide information on the Affordable and Open Educational Resources (A&OER) initiative that provides free and/or low-cost textbooks and materials for ECC students.

3/6/2023

Section 10, Page 1

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 584-6501

FAX (636) 583-6602

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 11: PSRS/PEERS UPDATE

Dr. Eric Park will provide an update on actions of the Public School Retirement System/Public Education Employees Retirement System Board.

3/6/2023

East Central College

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Section 11, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 12: *PERSONNEL

A. Spring 2023 Adjunct Faculty Addendum

Recommendation: To **approve** revisions to the roster of adjunct faculty for the 2023 spring semester as outlined in the memorandum attached to the agenda.

Attachment

3/6/2023

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

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Section 12, Page 1



Interoffice Memo

TO: Dr. Bauer
DATE: February 28, 2023
FROM: Office of Academic Affairs
RE: Adjunct Addendum for Spring Semester 2023

Please approve the following adjunct addendum for the spring 2023 semester.

ADDITIONS

Career & Technical Education

Timothy Willard, Business

Health Sciences

Katherine Jordan, EMT

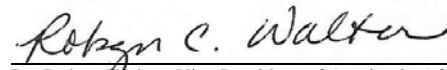
Falcon Seminar

Melissa Richards


Dual Credit

Maurice Gritzman, Precision Machining, SCHS

Signatures:



Dr. Robyn Walter, Vice President of Academic Affairs



Carrie Myers, Director of Human Resources

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 13: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

3/6/2023

East Central College

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Section 13, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 14: REPORTS

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA Vice President, Parvatha Govindaswamy
- C. Professional Staff President, Carson Mowery
- D. Classified Staff Association Treasurer, Bethany Herron
- E. Student Government Association President, Brooklyn Hyatt

3/6/2023

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 583-5195, Ext. 2201
FAX (636) 583-6602

Section 14, Page 1

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 15: PRESIDENT’S REPORT

Projected meeting dates for 2023 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.

2023 Projected Meeting Dates

April 10
May 8
June 12
July 13 (*Thursday noon business meeting*)
August 28
No September Meeting
October 2
November 6
December 4

Alternate Meeting Dates

May 15
June 15

October 9
November 13
December 11

**EAST CENTRAL COLLEGE
BOARD OF TRUSTEES MEETING
March 6, 2023**

AGENDA ITEM 16: ADJOURNMENT / EXECUTIVE SESSION

Recommendation: To **adjourn** the March 6, 2023, public meeting of the Board of Trustees and enter executive session per RSMo2004, Section 610.021 (3) Personnel.

3/6/2023

Section 16, Page 1

East Central College

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