

Board of Trustees

East Central College

BH238 Board Room

Jan 29, 2024 5:30 PM - Jan 29, 2024 7:00 PM CST

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM I: CALL TO ORDER

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

1/29/2024

East Central College

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

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM II: RECOGNITION OF GUESTS

Guests will be recognized by Mr. Gregg Jones.

1/29/2024

East Central College

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM III: PUBLIC COMMENT

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

1/29/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM IV: APPROVAL OF AGENDA

Recommendation: To **approve** the agenda for the January 29, 2024, Board of Trustees meeting.

1/29/2024

East Central College

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Agenda Item IV: Approval of Agenda

Consent Agenda Items for January 29, 2024:

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.

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM V: *APPROVAL OF MINUTES

Recommendation: To **approve** the minutes of the December 4, 2023, regular meeting of the Board of Trustees.

Attachment

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 583-5195, Ext. 2201
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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, December 4, 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 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 – ECC-NEA Vice President Tanner French, English Instructor Katie Holtmeyer; Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Rolla Campus Director Christina Ayres, Foundation Executive Director Bridgette Kelch, Executive Director of Institutional Effectiveness Michelle Smith, Campus Resource Officer Tommie Lowe, Professional Staff Association President Carson Mowery, Classified Staff Association President Denise Walker, and Executive Assistant to the President Bonnie Gardner.

RECOGNITION OF GUESTS: Gregg Jones recognized Hannah Snyder from Piper Sandler along with Matt Wallace from KPM and Chris Parker from the *Missourian* who were present via Zoom.

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 December 4, 2023, meeting of the Board of Trustees.

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

***APPROVAL OF MINUTES:** The Board approved the minutes of the November 6, 2023, regular meeting of the Board of Trustees.

TREASURER’S REPORT AND FINANCIAL REPORT: Vice President DeAnna Cassat reviewed the financial statements as of October 31, 2023. She noted that state revenues are down slightly due to one-time additional funds that were received last year. The capital projects amount is mostly the pedestrian bridge project which is now complete and was funded through state maintenance and repairs funds from last fiscal year.

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 Prudence Johnson; Carried Unanimously

AUDIT REPORT: Matt Wallace from KPM reviewed the audit report, noting that ECC and the ECC Foundation received an unmodified opinion; the financial statements are free from material misstatements. A federal compliance audit was also conducted, and there were no findings associated with the administration of the major federal programs.

Motion: To **accept** the audit report for the fiscal year ending June 30, 2023.

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

TAX LEVY: Dr. Bauer noted that the Board is being asked to adopt a resolution seeking the transfer of the debt service levy to the operating levy with no overall tax increase. It is anticipated that this transfer would generate about \$2 million to fund the general operations of the College and deferred maintenance. The College's general obligation bonds will be retired in 2026. They were issued with voter approval and are being retired with the debt service levy which is 9.9 cents per \$100 of assessed valuation. The College faces several challenges, including approximately \$5 million in deferred maintenance (HVAC, parking lots and roads, space renovations, roofs) and operating costs that continue to rise faster than available revenue. In addition, it is increasingly difficult to hire and retain quality employees, and the College's expenses are lean. Without significant increases in local tax revenue or state aid, tuition is the only option to raise revenue.

The operating levy is \$0.3482 and the debt service levy is \$0.0990 for a total property tax levy of \$0.4472 per \$100 of assessed valuation. Dr. Bauer shared an example of how property tax is calculated for a home with a market value of \$200,000. The total tax on that home would be \$169.94; \$37.62 would be allocated to debt service and \$132.32 for operations. For every \$100,000 of market value, the ECC debt service levy costs the taxpayer \$19 per year.

Transferring the debt service funds means no change in the overall tax rate and would generate over \$2 million annually for the College. Those funds could be used for operating expenses as well as capital improvements and deferred maintenance. Should the College need to fund a large capital project, Certificates of Participation (COPs) could be issued instead of bonds. Revenue not needed to fund the COPs could fund operating costs. This transfer requires a simple majority approval by voters. The Board was reminded that the Citizens Advisory Committee recommended the College seek voter approval of a tax levy transfer in 2024. The administration concurred with the committee's recommendation.

The revenue would be utilized in-district only and not for the construction of the Rolla facility. It would also allow the College to limit future increases in tuition and fees which currently provide 34.5% of revenue.

Dr. Bauer reviewed existing debt and how it would be paid if the debt service levy was moved to operating. In February 2026 the bonds would be retired. If COPs were issued for \$5 million over ten years, by 2027 there would be \$775,000 available annually to pay off that debt with the remainder of the funds available for operating costs.

The ballot language was reviewed. Dr. Bauer noted that most of the language is prescribed by law, but the College was able to add language clarifying that the 9.9 cent increase will be offset by a reduction in the debt service levy. If the Board approves the recommendation, a campaign committee will be formed for the "Vote Yes" activities. College resources can be used to present information; the ECC Foundation will provide funds to advocate for the issue.

In response to questions from Board members, Dr. Bauer provided the following additional information:

- Staff will track expenditures internally and revenue generated by the levy transfer will only be used for in-district expenses.
- This does not assume the College will never construct another building on the Union campus or need another bond issue. If new bonds are needed, the voters would be asked to approve a levy

increase. If the Board takes no action on the tax levy now, the debt service funds will expire and any new bond issue in the future would require voters to approve a tax increase.

- The operating levy amount is limited only by what the voters will approve. There is a limit on the amount of debt a district can issue (a percentage of the overall assessed valuation) but ECC is well below that limit.

Motion: That the following proposition be put to the voters on April 2, 2024: **The Board of Trustees of The Junior College District of East Central Missouri (aka East Central College) shall be authorized to increase the operating property tax levy ceiling to \$0.4472 per one hundred dollars of assessed valuation, the increase of \$0.0990 from the current operating property tax levy of \$0.3482 is to be offset by an expected \$0.0990 decrease in the debt service property tax levy, for the purpose of funding operations, facility maintenance, staffing, capital improvements, and safety/security measures within the College District.**

Approval of this question is expected to result in zero increase of the College District's current total property tax levy, which is estimated to remain unchanged at \$0.4472 per one hundred dollars of assessed valuation.

Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously

ROLLA UPDATE: Dr. Bauer provided a history of ECC Rolla noting that educational offerings began there in 1996 with classes to support the LPN to RN Bridge program at Rolla Technical Center. In 1998 the formal LPN to RN Bridge program began. A nursing facility was opened in 2006 and a second leased facility opened in 2014. The hope is to offer comprehensive services in one building in 2027. Residents in the taxing district pay a property tax levy to support the district. In the 1990s the community college presidents divided the state so every part would be served by one of the 12 colleges. Most of the community colleges have an assigned service area outside their taxing districts and students from those areas pay out-of-district tuition.

ECC currently leases two facilities in Rolla. Program offerings include the AA degree with six different pathways, the AAT degree, career-ready programs, and the ECC Phelps Law Enforcement Training Center. AAS degrees in Computer Information Systems and Health Information Management along with an online AA degree in the liberal studies pathway and the AEL program are also offered. ECC has a partnership with Missouri S&T with an option to transfer from ECC to S&T as well as the Campus Connections program that allows students to enroll in both colleges simultaneously. Enrollment has grown from 351 students taking 3,003 credit hours in Fall 2021 to 391 students taking 3,581 credit hours in Fall 2023. Summer Learning Academy is also offered in Rolla with 191 students enrolled this past summer. Dr. Bauer also reviewed the in-district and out-of-district tuition and fee rates.

The current strategic plan includes Rolla as a strategic priority – “Expand our presence and offerings in Rolla to enhance the College’s impact throughout our region.” The challenge is the College cannot issue general obligation bonds for facilities in Rolla. To date, state funds totaling \$13 million plus a

\$3 million federal earmark have been received for a building. The \$13 million in state funds must be allocated by the end of 2026; the federal earmark does not have a timeline. The proposed 52,000-square-foot facility is estimated to cost \$25 million, and additional grants and other external funding sources are being pursued. The project size will expand or shrink based on the funds available.

A Rolla Advisory Council has recently been formed with membership consisting of leaders in the Rolla region. Staff are interacting with this council to hear their needs and interests to help better understand the community and how ECC can best serve the region.

Potential sites are being reviewed and when an appropriate site is identified it will be presented to the Board for approval. After that, the Board will be asked to approve a design team and construction costs.

The Board had the following comments and questions:

- Is the timeline achievable? Dr. Bauer indicated there are three or four sites under active consideration with development costs being assessed. He feels the timeline is workable.
- There is a positive feeling for ECC in the Rolla community. Current lease payments can be used toward a new facility.
- What is the feedback from community leaders? Dr. Bauer noted that the reception has been very positive with a lot of interest. It is understood that ECC fills a different role from S&T.
- ECC is taking financial responsibility to serve the area without tax support. Rolla should be asked to become part of the taxing district.
- Action is needed quickly; if the deadline for spending the funds is missed, the money is not coming back.
- This is an opportunity to get money outside of the operating budget to partially fund a facility and that defines the current opportunity. While the residents of Rolla should step up, waiting for them would mean losing the current funding.
- Is the project dependent on finding resources to fund the entire cost estimate? Dr. Bauer stated that the project can be scaled to the funds available. There are advantages to having everything in one building. 50,000 square feet provides the space needed now with the ability to grow.
- What is the square footage being leased currently? Rolla North is 7,900 square feet. The Rolla Technical Center lease includes just over 14,000 square feet without common areas like halls and the atrium.
- Current equipment and furniture can be moved into the new building.

***PERSONNEL:** The Board **approved** the appointments of Kathy Luther as Financial Aid Advisor A+ Management effective January 1, 2024, with no change in salary, and Stacy Bogier as Director of Financial Aid effective January 3, 2024, with an annual salary of \$83,000.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley indicated she had no report.

REPORTS:

A. FACULTY ASSOCIATION REPORT: Faculty Association President Reg Brigham was unable to attend so there was no report.

B. ECC-NEA: NEA Vice President Tanner French reported that faculty are wrapping up the academic year. The bargaining team will meet for training on December 15 with negotiations to begin in January.

C. PROFESSIONAL STAFF ASSOCIATION REPORT: PSA President Carson Mowery reported Alice Whalen participated in an Adult Learning Network meeting on November 16. The AEL program has served 171 students this year, and several AEL students completed the high school equivalency boot camp last week. Student Government Association is hosting a book drive through December 6 and will be donating books to community organizations. The SGA will also purchase \$250 worth of books for foster children through Neighborhood Reads. The Union and Rolla SGAs hosted events for students to write holiday cards for residents in area nursing homes and assisted living facilities.

D. CLASSIFIED STAFF ASSOCIATION REPORT: CSA President Denise Walker reported the 2023 Denim Days raised \$1,470 for local charities. Nominations for 2024 charities are currently being accepted. The CSA Outreach Committee has adopted a family through Loving Hearts and organized a gift collection. They are on track to meet all the needs of that family for Christmas.

PRESIDENT’S REPORT: Spring 2024 enrollment is currently up 4.1% in headcount and 3.4% in credit hours with almost 1,400 students enrolled for approximately 16,000 credit hours. Continuing students are up 3.9% in headcount and 3.5% in credit hours. Winter 2024 session enrollment totals 86 students taking 282 credit hours which reflects an increase of 11.7% in headcount and 11.5% in credit hours over last winter. These are online courses that can be taken over the holiday break.

Dr. Bauer recognized the recent Missouri Community College Association award winners and nominees and noted that the College Choir concert on December 1 was wonderful. The band concert is on December 5, the Jazz Bistro is on December 7, and the pinning ceremonies are next week.

The Board was reminded that the College is closed from December 22 through January 1.

ADJOURNMENT:

Motion: To **adjourn** the December 4, 2023, public meeting of the Board of Trustees at 7:26 p.m.

Motion by Cookie Hays; Seconded by Audrey Freitag; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM VI: 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

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084
(636) 583-5195, Ext. 2201
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East Central College
Statement of Net Assets for all Funds
As of December 31, 2023 and December 31, 2022

| ASSETS | <u>12/31/23</u> | <u>12/31/22</u> |
|---|-------------------|-------------------|
| Current | | |
| Cash | 5,436,643 | 5,671,122 |
| Investments | 2,800,661 | 2,300,000 |
| Receivables, net | | |
| Student | 3,412,253 | 3,101,049 |
| Federal & State agencies | 1,305,331 | 1,096,243 |
| Other | 254,429 | 6,259 |
| Inventories | 227,885 | 196,073 |
| Prepaid expenses | 224,077 | 220,084 |
| Total Current Assets | 13,661,279 | 12,590,830 |
| Non-Current Assets | | |
| Lease Assets | 289,548 | - |
| Capital Assets (net) | 41,783,636 | 41,330,723 |
| Total Non-Current Assets | 42,073,184 | 41,330,723 |
| Total Assets | 55,734,463 | 53,921,553 |
| DEFERRED OUTFLOW OF RESOURCES | | |
| Deferred pension outflows | 16,074,458 | 6,921,322 |
| Deferred OPEB outflows | 509,559 | 276,465 |
| Total Assets and Deferred | 16,584,017 | 7,197,787 |
| Outflow of Resources | 72,318,480 | 61,119,340 |
| LIABILITIES | | |
| Current Liabilities | | |
| Accounts Payable | 3,449 | 3,935 |
| Accrued Wages & Benefits | 48,515 | 5,128 |
| Unearned Revenue | 146,496 | 152,182 |
| Due to Agency Groups | 255 | - |
| Accrued Interest | - | - |
| Total Current Liabilities | 198,715 | 161,245 |
| Non-Current Liabilities | | |
| Lease Liability | 289,572 | - |
| USDA Loan | 291,667 | 391,667 |
| Bonds Payable | 5,225,000 | 6,725,000 |
| Premium on Sale of Bonds | 234,582 | 336,979 |
| Net Pension Liability | 15,685,923 | 3,976,045 |
| Compensated Absences | 872,724 | 806,541 |
| Post Employment Benefit Plan Payable | 1,599,488 | 1,485,056 |
| Johnson Control Performance Contract | 880,174 | 953,951 |
| United Bank of Union | 1,480,000 | 1,600,000 |
| Total Non-Current Liabilities | 26,559,130 | 16,275,239 |
| Total Liabilities | 26,757,845 | 16,436,484 |
| DEFERRED INFLOW OF RESOURCES | | |
| Deferred pension inflows | 10,695,010 | 13,706,520 |
| Deferred OPEB Inflows | 626,536 | 369,901 |
| Total | 11,321,546 | 14,076,421 |
| NET ASSETS | | |
| Investment in Capital Assets, net | 42,170,988 | 39,235,430 |
| Restricted for Debt Service | (134,769) | (44,894) |
| Board Restricted | 1,760,000 | 1,760,000 |
| Unrestricted: | | |
| General Fund | 9,414,426 | 8,480,321 |
| All other Funds | (18,971,556) | (18,824,422) |
| Total Net Assets | 34,239,089 | 30,606,435 |
| Total Liabilities, Deferred Inflow | 72,318,480 | 61,119,340 |
| of Resources and Net Assets | | |

East Central College
Statement of Activities
General Fund

As of December 31, 2023 and December 31, 2022

| | For the Fiscal Year Ending June 30, 2024 | | | For the Fiscal Year Ended June 30, 2023 (preliminary) | | | |
|---------------------------------|---|---------------------------|----------------------------|--|---------------------------|--------------------------|-------------------|
| | Current FY Budget | Dec 31, 2023 Month end | Current FY Year-To-Date | Prior FY Budget | Dec 31, 2022 Month end | Prior FY Year-To-Date | Prior Year FYE |
| Revenues: | | | | | | | |
| Local Revenue | 8,428,974 | 2,088,907 | 2,256,666 | 8,061,258 | 723,267 | 832,367 | 7,787,131 |
| State Revenue | 5,360,734 | 456,727 | 2,680,366 | 5,290,485 | 487,080 | 2,922,476 | 5,844,952 |
| Federal Revenue | - | - | - | - | - | - | - |
| Tuition and Fees | 7,808,233 | 183,577 | 7,033,156 | 7,409,748 | 292,643 | 6,568,261 | 6,991,306 |
| Interest Income | 124,076 | 5,910 | 50,421 | 75,000 | 4,481 | 45,874 | 149,181 |
| Gifts and Grants | 100,000 | 3,002 | 38,317 | 100,000 | 931 | 44,758 | 75,664 |
| Miscellaneous Revenue | 45,500 | 1,848 | 18,436 | 45,100 | 1,957 | 20,702 | 51,448 |
| Transfers-Interfund & Indirect | 749,967 | 849 | 5,953 | 269,610 | 8,754 | 25,582 | (328,224) |
| Transfer Federal Programs | - | - | - | - | - | - | 11,742 |
| Total Revenues | 22,617,484 | 2,740,820 | 12,083,315 | 21,251,201 | 1,519,113 | 10,460,020 | 20,583,200 |
| Expenses: | | | | | | | |
| Salaries | 13,229,459 | 1,598,904 | 6,214,204 | 12,631,593 | 1,451,590 | 5,855,749 | 12,159,987 |
| Benefits | 4,713,956 | 476,132 | 2,246,561 | 4,418,238 | 404,653 | 2,072,399 | 4,094,400 |
| Contractual Services | 1,084,300 | 23,260 | 701,786 | 1,032,198 | 21,651 | 670,934 | 869,038 |
| Current Expenses | 1,016,160 | 34,330 | 443,448 | 859,010 | 44,822 | 355,549 | 705,939 |
| Travel | 269,417 | 7,526 | 102,737 | 271,559 | 18,734 | 124,104 | 230,122 |
| Property & Casualty Insurance | 235,000 | 136,425 | 259,420 | 222,000 | - | 222,320 | 225,634 |
| Vehicle Expense | 17,750 | 135 | 5,413 | 19,400 | 2,137 | 5,159 | 12,815 |
| Utilities | 645,840 | 35,878 | 363,497 | 545,000 | 61,146 | 361,350 | 716,305 |
| Tele/Communications | 229,460 | 5,128 | 95,716 | 250,770 | 12,358 | 106,925 | 208,932 |
| Miscellaneous | 596,224 | 40,586 | 134,701 | 397,285 | 9,000 | 94,208 | 211,165 |
| Foundation Paid Expense | 27,505 | 2,342 | 17,864 | 1,485 | 707 | 25,157 | 37,098 |
| Clearing Account | - | - | 732 | - | 70 | 279 | - |
| Scholarship Expense | 145,600 | (2,355) | 94,940 | 180,600 | 156 | 110,853 | 204,533 |
| Faculty Development | - | 1,650 | 2,800 | 25,000 | - | 5,650 | 14,850 |
| Instit. Match for Grants | 35,000 | - | - | 35,000 | 10,625 | 10,625 | 185,950 |
| Commitment to AEL | 70,000 | - | - | 60,000 | - | - | 52,731 |
| Instit. Commit.to Fine Arts | - | - | - | - | - | - | - |
| Instit. Commit.to Word & Motion | - | - | - | - | - | - | - |
| Capital | 25,750 | 13,390 | 593,086 | 21,500 | 5,488 | 44,182 | 79,381 |
| Interfund Transfers | - | - | - | - | - | - | - |
| Debt Princ & Interest | 276,063 | 8,333 | 131,375 | 280,563 | 8,333 | 133,062 | 280,000 |
| Total Expenses | 22,617,484 | 2,381,664 | 11,408,280 | 21,251,201 | 2,051,470 | 10,198,505 | 20,288,880 |
| Revenue over Expenses | - | 359,156 | 675,035 | - | (532,357) | 261,515 | 294,320 |

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

| | For the Fiscal Year Ending June 30, 2024 | | For the Fiscal Year Ended June 30, 2023 | |
|--|---|-------------------------|--|-------------------------|
| | Dec 31, 2023 | FY 2023 Year-To-Date | Dec 31, 2022 | FY 2022 Year-To-Date |
| | | | | |
| Operating Revenues: | | | | |
| Student Tuition & Fees | 232,220 | 8,675,663 | 342,114 | 7,744,947 |
| Federal Grants & Contracts | 62,325 | 2,905,143 | 47,786 | 3,016,134 |
| State Grants & Contracts | 263,397 | 504,358 | 979,111 | 1,577,476 |
| Auxiliary Services Revenue | 21,755 | 844,629 | 53,664 | 839,943 |
| Other Operating Revenue | 12,265 | 129,852 | 6,547 | 135,396 |
| Total Operating Revenue | 591,962 | 13,059,645 | 1,429,222 | 13,313,896 |
| Operating Expenses: | | | | |
| Salaries | 1,773,015 | 6,951,456 | 1,603,710 | 6,555,676 |
| Benefits | 517,345 | 2,456,593 | 439,651 | 2,258,597 |
| Purchased Services | 282,211 | 1,558,887 | 131,786 | 1,269,151 |
| Supplies & Current Expenses | 250,420 | 1,839,711 | 243,435 | 1,601,128 |
| Travel | 6,696 | 110,762 | 22,471 | 138,576 |
| Insurance | 136,425 | 280,795 | - | 241,782 |
| Utilities | 39,685 | 567,064 | 89,075 | 591,348 |
| Other | 19,464 | 70,895 | 12,091 | 53,330 |
| Depreciation/Amortization | 195,909 | 1,156,108 | 185,994 | 1,118,613 |
| Financial Aid & Scholarship | 3,145 | 2,992,248 | 747 | 3,011,375 |
| Foundation Paid Expense | 4,859 | 29,686 | 3,358 | 35,468 |
| Total Operating Expenses | 3,229,174 | 18,014,205 | 2,732,318 | 16,875,044 |
| Operating (Loss)/Gain | (2,637,212) | (4,954,560) | (1,303,096) | (3,561,148) |
| Non-Operating Revenues (Expenses): | | | | |
| State Appropriations | 456,727 | 2,680,366 | 487,080 | 2,922,476 |
| Tax Revenue | 2,678,086 | 2,893,264 | 927,264 | 1,064,478 |
| Interest Income | 6,979 | 59,625 | 5,100 | 53,696 |
| Gain/Loss on asset disposal | - | 17,838 | - | - |
| Principal & Interest on Debt | (2,014) | (56,143) | (2,180) | (65,470) |
| Total Non-Operating Revenue (Expense) | 3,139,778 | 5,594,950 | 1,417,264 | 3,975,180 |
| Increase in Net Assets | 502,566 | 640,390 | 114,168 | 414,032 |

**East Central College
Investments
As of December 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 | 22 Months | 1.29% | \$ 500,000.00 |
| 1024024875 | 12/4/2023 | 12/4/2024 | 12 Months | 5.39% | \$ 839,813.50 |
| <u>Bank of Franklin County</u> | | | | | |
| 8159230 | 7/13/2023 | 1/13/2024 | 6 Months | 4.90% | \$ 500,000.00 |
| <u>Sullivan Bank</u> | | | | | |
| 125406 | 7/13/2023 | 1/13/2024 | 6 Months | 4.92% | \$ 505,774.85 |
| 123668 | 4/6/2023 | 7/6/2024 | 15 Months | 3.95% | \$ 495,850.08 |
| ECC Total Investments | | | | | \$ 2,841,438.43 |

2023

| | |
|-------------------------|------------------------|
| Total Cash Accounts | \$ 5,436,643.00 |
| Certificates of Deposit | \$ 2,841,438.43 |
| | <u>\$ 8,278,081.43</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 December 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 | \$ 30,200.16 |
| FRESB 2019-SB61 A10H | 01/25/39 | 30309LAN8 | \$ 1,154,439.47 |
| FNMA Pool #AL6270 | 10/01/34 | 3138EN6G9 | \$ 285,859.03 |
| FHLMC POOL #RB5108 | 04/01/41 | 3133KYU98 | \$ 1,535,951.08 |
| GNR 2021-22 AD | 10/16/62 | 3830RTZ3 | \$ 1,798,220.13 |
| FHR 5081 AG | 3/25/2051 | 3137FXXS2 | \$ 1,215,610.30 |
| US TREASURY NOTE | 9/30/2025 | 9128285C0 | \$ 1,000,000.00 |
| WEBB CITY MO #R-7 SCH DIST | 3/1/2033 | 947398CC5 | \$ 315,000.00 |
| FHLB BULLET | 3/28/2024 | 3130ARFB2 | \$ 1,000,000.00 |
| FRESV 2021-SB84 A10H | 1/25/2041 | 30320WAQ2 | \$ 1,443,350.08 |
| TOTAL | | | <u>\$ 10,028,630.25</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 | \$ 125,542.42 |
| FNMA 20YR | 7/1/1941 | 31418D2V3 | \$ 796,033.31 |
| SULLIVAN FIRE DIST MO 27 | 3/1/2027 | 86535WAL6 | \$ 145,000.00 |
| FDIC Insurance | | | \$ 250,000.00 |
| TOTAL | | | <u>\$ 1,316,575.73</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 December 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 FY24 budgets.

Total amount of checks dispersed from December 1, 2023 through December 31, 2023, is reported at \$1,733,374.99

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM VII: BIDS

Recommendation: To **accept** the bid of Century Elevator Services, Inc., St. Louis, MO, for full-service elevator maintenance at an annual service fee of \$24,988 with the option of three one-year renewals not to exceed a 4% increase for each one-year term.

Recommendation: To engage Campus Works, Inc., Sarasota, FL, as the consultant for development of a new strategic plan at a cost of \$69,080 to be spread across fiscal years 2024 and 2025.

Attachments

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602

Addendum



Memo

To: Dr. Jon Bauer, President

From: DeAnna Cassat, VP, Finance & Administration

Date: January 23, 2024

RE: Elevator Maintenance

The college went out to bid for full-service elevator maintenance and received two vendor responses: Century Elevator Services, Inc., St. Louis, MO and Otis Elevator Company, St. Louis, MO. A summary of the responses follows:

| | Full-Service Elevator Maintenance |
|---------------------------|---|
| Century Elevator Services | Annual Service Fee \$24,988.00 Service Call: \$245.00/hour After Hour Service Call: \$335.00/hour |
| Otis Elevator Company | Annual Service Fee \$27,120.00 Service Call: \$553.00/hour After Hour Service Call: \$1,106.00/hour |

After evaluations, the committee recommends the Board approve Century Elevator Services, Inc. at an annual service fee of \$24,988.00. The contract will be for a one-year term with the option of three (3) – one (1) year renewals, not to exceed a 4% increase for each one-year term. The college has been under contract with Otis Elevator Company and has experienced a decline in service and state reporting. The committee recommends partnering with Century Elevator Services as their references were well received and their customer service expectations align with East Central College’s.

BOARD MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: JON BAUER, PH.D.

SUBJECT: STRATEGIC PLANNING RECOMMENDATION

DATE: JANUARY 26, 2024

This memorandum serves as a recommendation to engage Campus Works, Inc., Sarasota, FL, as the consultant for development of our new strategic plan. The cost of the engagement is \$69,080, which will be spread across fiscal years 2024 and 2025.

East Central College issued a request for proposals (RFP) in the fall of 2023. Eight firms submitted proposals. A selection committee comprising faculty, professional staff, classified staff, and administration narrowed the field to four firms. Those firms were interviewed by the committee. They included:

| Firm | Address | Cost |
|---|-----------------------|-------------|
| Campus Works | Sarasota, FL | \$69,080 |
| HYA and Associates | Arlington Heights, IL | \$78,500 |
| Kennedy & Company Education Strategies, LLC | Charlottesville, VA | \$89,100 |
| Thomas P. Miller & Associates | Indianapolis, IN | \$70,000 |

The consensus recommendation of the committee, with which I concur, is to engage Campus Works. Among the firm's strengths are its previous experience with East Central College, its methodology, deep experience with community colleges, and competitive price. Although cost is an important consideration, I should note that this recommendation is based on the firm deemed best suited to facilitate the development of a new strategic plan, not simply the lowest cost proposal.

As mentioned, Campus Works was instrumental in the development of our 2019-24 strategic plan. Their experience with ECC is helpful, but the goal is to ensure the new strategic plan is developed as a new plan, not simply an extension of the current plan. We hope to complete the planning process and submit the new plan to the board in the fall of 2024. The process will involve all stakeholders of the college, including students, faculty, staff, administration, trustees, and the community.

I will present this recommendation Monday evening and look forward to discussing it with the Board of Trustees.

I appreciate the time and thoughtful input of those who served on the selection committee – Carson Mowery, Michelle Smith, Tracy Mowery, Jennifer Higerd, Jacob Little, and Raleigh Cassimatis.

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM VIII: COURSE FEES

Recommendation: To **approve** course fees for the 2024 – 2025 academic year as outlined in the memorandum attached to the agenda.

Attachment

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602



BOARD MEMORANDUM

TO: Dr. Jon Bauer, College President
 DATE: January 24, 2024
 FROM: Office of Academic Affairs
 RE: Course Fee Schedule for AY 2024/2025

This memorandum serves as a recommendation for the Board of Trustees to adopt the course fee schedule listed below for the 2024/2025 academic year.

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|-------------|----------------|--------------------------------|-------------|---|-------------------|------------------------------------|
| ARTSCI | Accounting | ACC*290 | Program Capstone-Accounting | \$23 | No fee | \$0 | Student pays for cost in bookstore |
| ARTSCI | Agriculture | AGR*102 | Introduction to Animal Science | \$40 | Field Trip | \$40 | no change |
| ARTSCI | Agriculture | AGR*210 | Plant Science Lecture and Lab | \$50 | Lab materials | \$50 | no change |
| ARTSCI | Agriculture | AGR*220 | Fundamentals of Soil Science | \$50 | Lab kits, materials and small equipment | \$50 | no change |
| ARTSCI | Art | ART*118 | Photography I | \$40 | Supplies & Chemicals | \$40 | no change |
| ARTSCI | Art | ART*119 | Photography II | \$40 | Supplies & Chemicals | \$40 | no change |
| ARTSCI | Art | ART*121 | Digital Design | \$15 | course supplies | \$15 | no change |
| ARTSCI | Art | ART*125 | Two Dimensional Design | \$10 | matboard for project | \$10 | no change |
| ARTSCI | Art | ART*128 | Drawing I | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*129 | Drawing II | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*131 | Figure Drawing I | \$30 | paper cost | \$30 | no change |
| ARTSCI | Art | ART*132 | Figure Drawing II | \$30 | paper cost | \$30 | no change |
| ARTSCI | Art | ART*135 | Illustration I | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*137 | Graphic Design I | \$10 | Printing Supplies | \$10 | no change |
| ARTSCI | Art | ART*141 | Painting I | \$10 | supplies for demo | \$10 | no change |
| ARTSCI | Art | ART*142 | Painting II | \$10 | supplies for demo | \$10 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|-----------------------|----------------|-----------------------------|-------------|-----------------------|-------------------|--|
| ARTSCI | Art | ART*145 | Watercolor I | \$10 | supplies for demo | \$10 | no change |
| ARTSCI | Art | ART*146 | Watercolor II | \$10 | supplies for demo | \$10 | no change |
| ARTSCI | Art | ART*148 | Ceramics:Handbldg&Surfaces | \$30 | plaster, glaze, tools | \$50 | Clay (new addition), plaster, glaze, tools |
| ARTSCI | Art | ART*149 | Ceramics:Throwing & Glaze | \$30 | plaster, glaze, tools | \$60 | Clay (new addition), plaster, glaze, tools |
| ARTSCI | Art | ART*170 | Typography | \$15 | course supplies | \$15 | no change |
| ARTSCI | Art | ART*215 | Printmaking-Relief | \$40 | Chemicals & Supplies | \$40 | no change |
| ARTSCI | Art | ART*216 | Printmaking-Intaglio | \$40 | Chemicals & Supplies | \$40 | no change |
| ARTSCI | Art | ART*228 | Drawing III | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*229 | Advanced Drawing | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*231 | Figure Drawing III | \$30 | Figure drawing paper | \$30 | no change |
| ARTSCI | Art | ART*232 | Adv. Figure Drawing | \$30 | Figure drawing paper | \$30 | no change |
| ARTSCI | Art | ART*241 | Advanced Painting | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*248 | Advanced Ceramics | \$30 | plaster, glaze, tools | \$60 | Clay (new addition), plaster, glaze, tools |
| ARTSCI | Art | ART*251 | Three Dimensional Design | \$10 | paper cost | \$10 | no change |
| ARTSCI | Art | ART*255 | Professional Practices | \$0 | course supplies | \$0 | no change |
| CATECH | Automotive Technology | AUT*101 | *Intro Auto Tech | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*102 | ASE Brakes | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*141 | ASE Suspension/Steering | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*142 | ASE Manual Drive | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*151 | Auto Transmission/Transaxle | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*221 | *ASE Electrical Systems | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*222 | *ASE Engine Performance | \$125 | Lab supplies | \$125 | no change |
| CATECH | Automotive Technology | AUT*223 | *Heating & Air Conditioning | \$125 | Lab supplies | \$125 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|-----------------------|----------------|--------------------------------|-------------|----------------------------------|-------------------|--|
| ARTSCI | Biology | BIO*109 | General Zoology | \$10 | Specimens & Supplies | \$20 | Specimens and supplies used for zoology will be comparable to but less than what is used in BIO 122. |
| ARTSCI | Biology | BIO*110 | General Ecology | \$10 | Specimens & Supplies | \$10 | no change |
| ARTSCI | Biology | BIO*111 | Gen Biology Lec & Lab | \$50 | Specimens & Supplies | \$50 | no change |
| ARTSCI | Biology | BIO*121 | Prin of Biology I Lec & Lab | \$20 | Specimens & Supplies | \$20 | no change |
| ARTSCI | Biology | BIO*122 | Prin of Biology II Lec & Lab | \$50 | Specimens & Supplies | \$50 | no change |
| ARTSCI | Biology | BIO*151 | Intro Hum Anat&Phys Lec&Lab | \$50 | preserved specimens | \$50 | no change |
| ARTSCI | Biology | BIO*205 | Microbiology for Allied Health | \$50 | Cultured Plates & Other supplies | \$50 | no change |
| ARTSCI | Biology | BIO*206 | Hum Anat&Phys I Lec & Lab | \$25 | preserved specimens | \$25 | no change |
| ARTSCI | Biology | BIO*207 | Hum Anat&Phys II Lec&Lab | \$60 | Consumables | \$60 | no change |
| ARTSCI | Biology | BIO*208 | General Microbiology Lec & Lab | \$50 | Lab materials | \$50 | no change |
| ARTSCI | Biology | BIO*280 | Special Topics-Biology | \$50 | preserved specimens | \$50 | no change |
| ARTSCI | Biotechnology | BIT*101 | Intro to Biotechnology Lec/Lab | \$75 | Lab materials | \$75 | no change |
| CATECH | Building Construction | BDC*110 | *Building Construction I | \$100 | Lab supplies | \$100 | no change |
| CATECH | Building Construction | BDC*120 | Building Construction II | \$100 | Lab supplies | \$100 | no change |
| CATECH | Building Construction | BDC*130 | *Building Construction III | \$100 | Lab supplies | \$100 | no change |
| CATECH | Building Construction | BDC*140 | Building Construction IV | \$100 | Lab supplies | \$100 | no change |
| CATECH | Building Construction | BDC*270 | I.S.-Building Construction | \$100 | Lab supplies | \$100 | no change |
| CATECH | Building Construction | BDC*280 | Spec Topics-Bldg Const | \$100 | lab supplies | \$100 | no change |
| ARTSCI | Business | BUS*290 | Program Capstone-Business | \$33 | No fee | \$0 | Student pays for cost in bookstore |
| ARTSCI | Chemistry | CHM*104 | Chemistry of Food Lab | \$50 | Lab Materials | \$50 | no change |
| ARTSCI | Chemistry | CHM*105 | Intro to Chemistry | \$30 | Lab Materials | \$30 | no change |
| ARTSCI | Chemistry | CHM*106 | Chem Hlth Sci Lec and Lab | \$30 | Lab Materials | \$30 | no change |
| ARTSCI | Chemistry | CHM*111 | Gen Chemistry I Lec & Lab | \$30 | lab materials | \$30 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------------------------|----------------|--|-------------|---|-------------------|--|
| ARTSCI | Chemistry | CHM*112 | Gen Chemistry II Lec & Lab | \$50 | Chemicals & Supplies | \$50 | no change |
| ARTSCI | Chemistry | CHM*205 | Organic Chemistry I Lec&Lab | \$50 | Chemicals & Supplies | \$50 | no change |
| ARTSCI | Chemistry | CHM*206 | Organic Chem II Lec&Lab | \$50 | Chemicals & Supplies | \$50 | no change |
| CATECH | Computer Information Systems | CIS*121 | Found of Management Information Systems | \$135 | Cost of instructor, course materials, and certification testing | \$0 | Industry certificate included with textbook |
| CATECH | Culinary | CUL*103 | Basic Culinary Methods & Techniques | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*105 | Culinary Competition I | \$60 | Competition Related materials and consumables | \$60 | no change |
| CATECH | Culinary | CUL*106 | Culinary Competition II | \$60 | Competition Related materials and consumables | \$60 | no change |
| CATECH | Culinary | CUL*107 | Culinary Competition III | \$60 | Competition Related materials and consumables | \$60 | no change |
| CATECH | Culinary | CUL*111 | Fundamentals of Baking | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*114 | Dining Room Management & Table Service | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*115 | Intro to Table Service & Breakfast Cook | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*212 | Meat & Fish ID & Fabrication | \$100 | Food Supplies - course specific ingredients | \$100 | no change |
| CATECH | Culinary | CUL*214 | Garde Manger | \$100 | Food Supplies - course specific ingredients | \$100 | no change |
| CATECH | Culinary | CUL*215 | Elements of Banquet&Catering | \$60 | Food Supplies - course specific ingredients | \$0 | Consumables are funded through events other then classroom lecture/lab |
| CATECH | Culinary | CUL*221 | International Cooking | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*222 | Advanced Culinary & Restaurant Operation | \$60 | Food Supplies - course specific ingredients | \$60 | no change |
| CATECH | Culinary | CUL*223 | Beverage Management | \$60 | Spirits supplies - consumables | \$60 | no change |
| CATECH | Culinary | CUL*224 | Advanced Baking & Confections | \$60 | Food Supplies - consumables | \$60 | no change |
| CATECH | Culinary | CUL*229 | Culinary Arts Comprehensive | \$90 | ACF Certification/Membership | \$90 | no change |
| CATECH | Culinary | CUL*229 | Culinary Arts Comprehensive | \$60 | Competition Related materials and consumables | \$60 | no change |
| ARTSCI | Education | EDU*115 | Child Hlth,Nutri&Safety | \$0 | Infant & Toddler CPR Certification | \$0 | no change |
| ARTSCI | Education | EDU*128 | Technology for Early Childhood | \$40 | Foliotek - Portfolio fee | \$40 | no change |
| ARTSCI | Education | EDU*203 | Educational Technology | \$65 | Foliotek Software | \$65 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|----------------------------|----------------|---------------------------------|-------------|---|-------------------|--|
| ARTSCI | Education | EDU*212 | Teaching Prof/Field Experience | \$0 | SMSTA Liability Insurance | \$0 | no change |
| ARTSCI | Education | EDU*290 | Program Capstone-Teaching | \$41 | MoGEA Testing Fee | \$55 | MoGEA is ending, this is the ParaPro assessment fee. |
| HTHSCI | Emergency Medical Services | EMS*020 | EMS CEU Seminar | \$15 | supplies | \$15 | |
| HTHSCI | Emergency Medical Services | EMS*100 | Pediatric First Aid/CPR | \$25 | supplies | \$25 | |
| HTHSCI | Emergency Medical Services | EMS*101 | BLS/Hlthcare Providers | \$27 | Supplies | \$27 | |
| HTHSCI | Emergency Medical Services | EMS*102 | Heartsaver First Aid | \$28 | supplies | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*103 | First Responder | \$17 | supplies | \$17 | |
| HTHSCI | Emergency Medical Services | EMS*104 | ACLS (Adv Cardiac Life Supp) | \$152 | Books, Supplies, Instructor | \$165 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*105 | Pre-Hospital Trauma Life Supp | \$152 | Books, Supplies, Instructor | \$165 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*109 | Emer Medical Tech Clinical | \$70 | Professional Liability Insurance | | |
| HTHSCI | Emergency Medical Services | EMS*109 | Emer Medical Tech Clinical | \$28 | Drug Screen & Background Check | \$95 | Increased cost of drug screen to \$80 |
| HTHSCI | Emergency Medical Services | EMS*110 | Emergency Medical Tech Lec | \$70 | Supplies and Lab Instructor | \$80 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*131 | Pediatric Advanced Life Support | \$150 | Books, Supplies, Instructor | \$160 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*150 | Paramedic Refresher Clinical | \$28 | supplies | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*151 | Paramedic 1 Lab | \$160 | Supplies & Lab Faculty, Drug Screen & Background Checks | \$170 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*152 | Paramedic 1 | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*152 | Paramedic 1 | \$50 | Supplies | \$50 | |
| HTHSCI | Emergency Medical Services | EMS*161 | Paramedic 2 Clinical | \$28 | Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*161 | Paramedic 2 Clinical | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*202 | Paramedic 3 Clinical | \$28 | Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*202 | Paramedic 3 Clinical | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*211 | Paramedic 4 Clinical | \$28 | Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*211 | Paramedic 4 Clinical | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|-------------------------------|----------------|---------------------------------------|-------------|---|-------------------|---------------------------------------|
| HTHSCI | Emergency Medical Services | EMS*221 | Paramedic 5 | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*222 | Paramedic 5 Clinical | \$28 | Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*222 | Paramedic 5 Clinical | \$90 | Lab Faculty & supplies d/t portfolio requirements | \$100 | Increased cost for instructor |
| HTHSCI | Emergency Medical Services | EMS*270 | I.S.-EMT | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*270 | I.S.-EMT | \$50 | Drug Screen | \$80 | Increased cost of drug screen to \$80 |
| HTHSCI | Emergency Medical Services | EMS*271 | I.S.-Emt II | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*272 | I.S.-Emt III | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*273 | I.S.-Emt IV | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*275 | Paramedic Field Intern Continuation | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*280 | Special Topics-EMT | \$28 | Professional Liability Insurance | \$28 | |
| HTHSCI | Emergency Medical Services | EMS*290 | Paramedic Field Internship | \$28 | Professional Liability Insurance | \$28 | |
| ARTSCI | Engineering | EGR*103 | Intro to Engineering Design | \$30 | Lab materials | \$30 | no change |
| ARTSCI | Engineering | EGR*213 | Metallurgy for Engineers | \$25 | disposable supplies | \$25 | no change |
| ARTSCI | Geology | GEO*102 | Intro Phys Geo Lab | \$40 | Field Trip | \$40 | no change |
| HTHSCI | Health Informatics Management | HIM 213 | Prof Practice Experience(PPE) | \$0 | Uniform Polos | \$30 | New fee for uniform polo |
| HTHSCI | Health Informatics Management | HIM*213 | HIM Profess Practice Experience (PPE) | \$100 | Liability Insurance, background checks, clinical onboarding | \$150 | Increased cost of drug screen to \$80 |
| CATECH | Heating, Ventilation, A/C-R | HVC*103 | Refrigeration Recovery/EPA Cert | \$35 | Certified Field Exam | \$35 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*104 | Refrigerant A/C Installation I | \$35 | Program Consumables | \$35 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*105 | Forced Air Heating I | \$35 | Consumables | \$35 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*106 | Heating and Equipment Installation I | \$35 | Program Consumables | \$35 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*126 | App Sheet Metal I | \$50 | Lab supplies | \$50 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*151 | Energy Audit and Green Technology | \$25 | Lab supplies | \$25 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*204 | Refrigerant A/C Installation II | \$35 | Lab supplies | \$35 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|-----------------------------|----------------|--|-------------|---|-------------------|--|
| CATECH | Heating, Ventilation, A/C-R | HVC*205 | Forced Air Heating II | \$35 | Lab supplies | \$35 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*206 | Heating & Equipment Installation II | \$25 | Lab supplies | \$25 | no change |
| CATECH | Heating, Ventilation, A/C-R | HVC*295 | Hvac Capstone | \$15 | Lab supplies | \$15 | no change |
| CATECH | Industrial Engineering | IND*112 | Industrial Power Systems Lab | \$20 | Lab supplies | \$20 | no change |
| CATECH | Industrial Engineering | IND*152 | Industrial Electricity Lab | \$10 | Lab materials and other related material usage | \$10 | no change |
| CATECH | Industrial Engineering | IND*163 | Indus & Control Sys Wiring | \$25 | Lab supplies | \$25 | no change |
| CATECH | Industrial Engineering | IND*173 | Process & Control Systems Lab | \$25 | Lab materials and other related material usage | \$25 | no change |
| CATECH | Industrial Engineering | IND*174 | Maintenance Welding | \$300 | lab materials | \$300 | no change |
| CATECH | Industrial Engineering | IND*213 | Maintenance Practices | \$15 | Lab Materials | \$15 | no change |
| CATECH | Industrial Engineering | IND*215 | Motor Controls | \$15 | lab materials | \$15 | no change |
| CATECH | Industrial Engineering | IND*217 | Industrial Systems Troubleshooting | \$20 | lab materials | \$20 | no change |
| ARTSCI | Law Enforcement | LWE*101 | Introduction to Law Enforcement | \$215 | Consumable supplies including student uniforms | \$215 | No change |
| ARTSCI | Law Enforcement | LWE*151 | Defensive Tactics for Law Enforcement | \$100 | Consumable supplies including taser cartridge | \$100 | No change |
| ARTSCI | Law Enforcement | LWE*152 | Law Enforcement Skills | \$625 | Consumable supplies including ammunition, vehicle gas/maintenance | \$625 | No change |
| ARTSCI | Law Enforcement | LWE*204 | First Responder for Law Enforcement | \$60 | Consumable supplies | \$160 | Consumable lab supplies and digital student subscription |
| HTHSCI | Licensed Practical Nursing | LPN*110 | Foundations of Practical Nursing I Lectu | \$375 | Elsevier Assessment & Remediation | \$400 | Increased cost of HESI |
| HTHSCI | Licensed Practical Nursing | LPN*111 | Foundations of Practical Nursing I Lab | \$15 | liability insurance | \$28 | Increased cost |
| HTHSCI | Licensed Practical Nursing | LPN*111 | Foundations of Practical Nursing I Lab | \$60 | faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Licensed Practical Nursing | LPN*111 | Foundations of Practical Nursing I Lab | \$200 | Lab supplies | \$200 | |
| HTHSCI | Licensed Practical Nursing | LPN*120 | Foundations of Practical Nursing II Lect | \$25 | lamp lighting | \$25 | |
| HTHSCI | Licensed Practical Nursing | LPN*121 | Foundations Practical Nursing II Lab | \$45 | validity background checks | \$0 | No longer required by a clinical site |
| HTHSCI | Licensed Practical Nursing | LPN*121 | Foundations Practical Nursing II Lab | \$60 | cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Licensed Practical Nursing | LPN*121 | Foundations Practical Nursing II Lab | \$200 | Lab supplies | \$200 | |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|----------------------------|----------------|--|-------------|--|-------------------|---------------------------------------|
| HTHSCI | Licensed Practical Nursing | LPN*151 | Nursing Care Across the Lifespan I Lab | \$260 | Lab supplies, cost factor for faculty load | \$270 | Increased cost for instructor |
| HTHSCI | Licensed Practical Nursing | LPN*161 | Nursing Care Across the Lifespan II Lab | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Licensed Practical Nursing | LPN*170 | Nursing Care Across the Lifespan III | \$300 | NCLEX-PN testing fee, finger printing for licensure | \$325 | Increased cost for pin |
| HTHSCI | Licensed Practical Nursing | LPN*171 | Nursing Care Across the Lifespan III Lab | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Licensed Practical Nursing | | LPN Admission Packet Fee | \$160 | Cost of clinical site onboarding, criminal background, and drug screen | \$190 | Increase in drug screen costs |
| HTHSCI | Licensed Practical Nursing | | HESI A2-PN | \$62 | Entrance Testing | \$65 | Increase in exam cost |
| HTHSCI | Licensed Practical Nursing | | LPN Application Fee | \$25 | App Fee | \$30 | Increased cost for admin |
| HTHSCI | Medical Assisting | MDA*101 | Administrative Procedures | \$125 | Remediation and Assessment | \$125 | |
| HTHSCI | Medical Assisting | MDA*113 | Clinical Procedures | \$150 | Supplies | \$150 | |
| HTHSCI | Medical Assisting | MDA*213 | Medical Laboratory Procedures | \$150 | Supplies | \$150 | |
| HTHSCI | Medical Assisting | MDA*222 | Prog Capstone-Medical Assist Review | \$59 | Assessment/ Remediation | \$70 | Increased cost of remediation |
| HTHSCI | Medical Assisting | MDA*222 | Prog Capstone-Medical Assist Review | \$125 | Fee for CMA test | \$125 | |
| HTHSCI | Medical Assisting | MDA*223 | Medical Assistant Clinical Externship | \$150 | Clinical site on-boarding fees: background and drug test | \$160 | Increased cost of drug screen to \$80 |
| HTHSCI | Medical Lab Technician | MLT | All Courses | \$253 | Consortium Fee | \$269 | Tuition set per CH by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*150 | Intro to Lab Science Methods | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*210 | Immunology | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*220 | Clinical Chemistry and Urinalysis | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*230 | Urinalysis and Body Fluids (w Clinicals) | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*250 | Hematology and Coagulation | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*260 | Phlebotomy | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*261 | Phlebotomy Certification Course | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*270 | Immunoematology | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*280 | Clinical Microbiology | \$74 | Course Fee | \$75 | Increase set by the Consortium |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------------------|----------------|---|-------------|----------------|-------------------|--|
| HTHSCI | Medical Lab Technician | MLT*290 | Parasitology, Mycology and Virology | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*291 | Hematology and Coagulation Practicum | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*292 | Clinical Chemistry and Urinalysis Pract | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*293 | Clinical Microbiology Practicum | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| HTHSCI | Medical Lab Technician | MLT*294 | Immunohematology Practicum | \$74 | Course Fee | \$75 | Increase set by the Consortium |
| ARTSCI | Music | MUA*101 | Applied Voice I | \$68 | Course Fee | \$68 | no change |
| ARTSCI | Music | MUA*101 | Applied Voice I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*102 | Applied Voice II | \$68 | Course Fee | \$68 | no change |
| ARTSCI | Music | MUA*102 | Applied Voice II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*103 | Applied Voice III | \$68 | Course Fee | \$68 | no change |
| ARTSCI | Music | MUA*103 | Applied Voice III | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*115 | Applied Woodwind I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*115 | Applied Woodwind I | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*116 | Applied Woodwind II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*116 | Applied Woodwind II | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*117 | Applied Woodwind III | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*117 | Applied Woodwind III | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*121 | Applied Low Brass I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*121 | Applied Low Brass I | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*122 | Applied Low Brass II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*122 | Applied Low Brass II | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*123 | Applied Low Brass III | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*123 | Applied Low Brass III | \$34 | Course Fee | \$34 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|-------------------------------|-------------|-----------------|-------------------|--|
| ARTSCI | Music | MUA*125 | Applied High Brass I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*125 | Applied High Brass I | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*126 | Applied High Brass II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*126 | Applied High Brass II | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*127 | Applied High Brass III | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*127 | Applied High Brass III | \$34 | Course Fee | \$34 | no change |
| ARTSCI | Music | MUA*131 | Applied Piano I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*132 | Applied Piano II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*133 | Applied Piano III | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*135 | Applied String I | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*136 | Applied String II | \$260 | Course Fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*137 | Applied String III | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*141 | Applied Guitar I | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*142 | Applied Guitar II | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*143 | Applied Guitar III | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*145 | Applied Percussion I | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*146 | Applied Percussion II | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*147 | Applied Percussion III | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*201 | Applied Voice IV | \$68 | accompanist fee | \$68 | no change |
| ARTSCI | Music | MUA*201 | Applied Voice IV | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*202 | Applied Voice Advanced Skills | \$68 | accompanist fee | \$68 | no change |
| ARTSCI | Music | MUA*202 | Applied Voice Advanced Skills | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*215 | Applied Woodwind IV | \$260 | accompanist fee | \$280 | To be more in line with what other colleges are charging |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|------------------------------------|-------------|--------------------------------------|-------------------|--|
| ARTSCI | Music | MUA*215 | Applied Woodwind IV | \$34 | lesson fee | \$34 | no change |
| ARTSCI | Music | MUA*216 | Applied Woodwind Advanced Skills | \$260 | accompanist fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*216 | Applied Woodwind Advanced Skills | \$34 | lesson fee | \$34 | no change |
| ARTSCI | Music | MUA*221 | Applied Low Brass IV | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*221 | Applied Low Brass IV | \$34 | accompanist fee | \$34 | no change |
| ARTSCI | Music | MUA*222 | Applied Low Brass Skills | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*222 | Applied Low Brass Skills | \$34 | accompanist fee | \$34 | no change |
| ARTSCI | Music | MUA*225 | Applied High Brass IV | \$260 | accompanist fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*225 | Applied High Brass IV | \$34 | lesson fee | \$34 | no change |
| ARTSCI | Music | MUA*226 | Applied High Brass Advanced Skills | \$260 | accompanist fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*226 | Applied High Brass Advanced Skills | \$34 | lesson fee | \$34 | no change |
| ARTSCI | Music | MUA*231 | Applied Piano IV | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*232 | Applied Piano Advanced Skills | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*235 | Applied String IV | \$225 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*236 | Applied String Advanced Skills | \$225 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*241 | Applied Guitar IV | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*242 | Applied Guitar Advanced Skills | \$225 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*245 | Applied Percussion IV | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUA*246 | Applied Percussion Advanced Skills | \$260 | lesson fee | \$280 | To be more in line with what other colleges are charging |
| ARTSCI | Music | MUC*102 | Mus Theo I(Written) | \$25 | student attendance to concert series | \$25 | no change |
| ARTSCI | Music | MUC*104 | Mus Theo II(Written) | \$25 | student attendance to concert series | \$25 | no change |
| ARTSCI | Music | MUC*202 | Mus Theo III(Written) | \$25 | student attendance to concert series | \$25 | no change |
| ARTSCI | Music | MUC*204 | Mus Theo IV(Written) | \$25 | student attendance to concert series | \$25 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|-------------------------------|-------------|------------------------------------|-------------------|-------------------|
| ARTSCI | Music | MUE*105 | College Choir I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*106 | College Choir II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*107 | College Choir III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*111 | Vocal Jazz Ensemble I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*112 | Vocal Jazz Ensemble II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*113 | Vocal Jazz Ensemble III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*115 | College Band I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*116 | College Band II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*117 | College Band III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*121 | Jazz Band I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*122 | Jazz Band II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*123 | Jazz Band III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*125 | Jazz Combo I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*126 | Jazz Combo II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*127 | Jazz Combo III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*135 | String Ensemble I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*136 | String Ensemble II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*137 | String Ensemble III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*145 | Percussion Ensemble I | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*146 | Percussion Ensemble II | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*147 | Percussion Ensemble III | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*205 | College Choir IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*206 | College Choir Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|-------------------------------------|-------------|---------------------------------------|-------------------|---|
| ARTSCI | Music | MUE*211 | Vocal Jazz Ensemble IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*212 | Vocal Jazz Ensemble Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*215 | College Band IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*216 | College Band Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*221 | Jazz Band IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*222 | Jazz Band Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*225 | Jazz Combo IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*226 | Jazz Combo Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*236 | String Ensemble Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*245 | Percussion Ensemble IV | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUE*246 | Percussion Ensemble Advanced Skills | \$10 | dress/tux cost & Instrument repair | \$10 | no change |
| ARTSCI | Music | MUS*101 | Music Appreciation | \$10 | student attendance to matinee concert | \$10 | no change |
| ARTSCI | Music | MUS*151 | World Music | \$10 | student attendance to matinee concert | \$10 | no change |
| ARTSCI | Music | MUS*154 | Music Apprec: Age of Rock & Roll | \$10 | student attendance to matinee concert | \$10 | no change |
| ARTSCI | Music | MUS*171 | Music History From 1800 | \$10 | Matinee Concert | \$10 | no change |
| ARTSCI | Music | MUS*172 | Music History to 1800 | \$10 | Matinee Concert | \$10 | no change |
| ARTSCI | Music | MUS*228 | Principles of Music Education | \$10 | | \$0 | no fee is necessary as no disposables are used |
| HTHSCI | Nursing | NUR*102 | Fundamentals of Nursing Lab | \$350 | Supplies, Faculty, & Lab expense | \$360 | Increased cost for instructor |
| HTHSCI | Nursing | NUR*102 | Fundamentals of Nursing Lab | \$175 | HESI Assessment and Remediation | \$175 | |
| HTHSCI | Nursing | NUR*103 | Successful Transitions/Nursing | \$175 | Supplies & Lab Faculty | \$185 | Increased cost for instructor |
| HTHSCI | Nursing | NUR*132 | Nursing of Adults & Children I Lab | \$400 | Supplies, Faculty, & Lab expense | \$410 | Increased cost for instructor |
| HTHSCI | Nursing | NUR*202 | Nursing of Adults & Children II Lab | \$350 | Supplies/Lab Expense/Remediation | \$375 | |
| HTHSCI | Nursing | NUR*202 | Nursing of Adults & Children II Lab | \$175 | Supplies, Faculty, & Lab expense | \$225 | Increased cost for instructor, My clinical exchange |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|--------------------------------|----------------|--|-------------|--|-------------------|--|
| HTHSCI | Nursing | NUR*232 | Nursing of Adults & Children III Lab | \$400 | Supplies, Faculty, & Lab expense | \$410 | Increased cost for instructor |
| HTHSCI | Nursing | NUR*291 | Nursing Trends | \$60 | Pin Fee | \$65 | Increased cost of pin |
| HTHSCI | Nursing | | RN Admission Packet Fee | \$160 | Cost of clinical site onboarding, criminal background, and drug screen | \$190 | Increase in drug screen costs |
| HTHSCI | Nursing | | RN Re-Admission Packet Fee | \$150 | Cost of clinical site onboarding, criminal background, and drug screen | \$170 | Increase in drug screen costs |
| HTHSCI | Nursing | | HESI A2-RN | \$62 | Entrance Testing | \$65 | Increase in exam cost |
| HTHSCI | Nursing | | HESI LPN-RN Mobility | \$70 | Entrance Testing | \$85 | Increase in exam cost |
| HTHSCI | Nursing | | RN Application Fee | \$25 | App Fee | \$30 | Increased cost for admin |
| HTHSCI | Occupational Therapy Assistant | OTA | All OTA Courses | \$195 | Consortium Fee | \$217 | Tuition set per CH by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*200 | Found Occupational Therapy | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*205 | Med Conditions Occup Therapy | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*210 | Activity Analysis and Therapeutic Media | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*215 | Mental Health & Geriatric Care Practice | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*220 | Pediatric & Adolescent Pract | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*250 | Functional Kinesiology | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*255 | Physical Disabilities Practice | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*259 | Professional Skills | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*259 | Professional Skills | \$550 | NBCOT Exam Fee | \$550 | |
| HTHSCI | Occupational Therapy Assistant | OTA*260 | Community Practice and Emerging Practice | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*265 | Ethics, Management & Leadership | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*290 | Level II Fieldwork A | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| HTHSCI | Occupational Therapy Assistant | OTA*295 | Level II Fieldwork B | \$59 | Course Fee | \$61 | Increase set by the Consortium |
| ARTSCI | Physical Education | PED*000 | Fitness Center Orientation | \$15 | Equipment maintenance | \$0 | No longer needed |
| ARTSCI | Physical Education | PED*212 | Soc Aspects of Physical Ed & Sports | \$45 | | \$0 | This is an online fee, not a course fee. |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|---------------------|----------------|--------------------------------------|-------------|---------------------------------|-------------------|-------------------|
| ARTSCI | Physics | PHY*104 | Intro to Physics Lect&Lab | \$20 | building supplies & consumables | \$20 | no change |
| ARTSCI | Physics | PHY*110 | Survey of Physical Science Lec & Lab | \$25 | building supplies & consumables | \$25 | no change |
| ARTSCI | Physics | PHY*112 | College Physics I Lab | \$50 | lab materials | \$50 | no change |
| ARTSCI | Physics | PHY*122 | College Physics II Lab | \$50 | lab materials | \$50 | no change |
| ARTSCI | Physics | PHY*212 | Gen Physics I Lab | \$25 | disposable supplies | \$25 | no change |
| ARTSCI | Physics | PHY*222 | Gen Physics II Lab | \$50 | Lab materials | \$50 | no change |
| CATECH | Precision Machining | PRS*103 | Print Reading and Design | \$35 | lab materials | \$35 | no change |
| CATECH | Precision Machining | PRS*112 | Intro CNC Mill&Lathe Lab | \$25 | Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*121 | Machine Tool 1 Lec | \$125 | NIMS - student fee | \$125 | no change |
| CATECH | Precision Machining | PRS*122 | Machine Tool I Lab | \$25 | lab supplies | \$25 | no change |
| CATECH | Precision Machining | PRS*123 | Machine Tool 2 Lec | \$56 | NIMS - student fee | \$56 | no change |
| CATECH | Precision Machining | PRS*124 | Machine Tool 2 Lab | \$25 | Program Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*141 | CNC Lathe Lec | \$56 | Consumables | \$56 | no change |
| CATECH | Precision Machining | PRS*142 | CNC Lathe Lab | \$25 | Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*201 | Machine Tool 3 Lec | \$56 | NIMS - student fee | \$56 | no change |
| CATECH | Precision Machining | PRS*202 | Machine Tool 3 Lab | \$25 | Program Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*211 | CNC 2 Mill Lecture | \$56 | Consumables | \$56 | no change |
| CATECH | Precision Machining | PRS*212 | CNC 2 Mill Lab | \$25 | Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*218 | Solidworks | \$10 | Maintenance Fees | \$10 | no change |
| CATECH | Precision Machining | PRS*231 | Machine Tool 4 Lec | \$25 | Program Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*232 | Machine Tool 4 Lab | \$25 | Program Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*241 | Machining Capstone Lec | \$25 | Program Consumables | \$25 | no change |
| CATECH | Precision Machining | PRS*242 | Machining Capstone Lab | \$25 | Program Consumables | \$25 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|--|-------------|--|-------------------|-------------------------------|
| HTHSCI | Rad Tech | RAD*101 | Fund of Radiologic Sci & Health Sci | \$60 | supplies | \$60 | |
| HTHSCI | Rad Tech | RAD*101 | Fund of Radiologic Sci & Health Sci | \$250 | Radiation monitoring device, class apparel | \$250 | |
| HTHSCI | Rad Tech | RAD*102 | Radiation Prot, Prod & Characteristics | \$35 | ASRT membership with online modules & EBP reviews | \$35 | |
| HTHSCI | Rad Tech | RAD*104 | Patient Care in Radiologic Science | \$40 | supplies | \$40 | |
| HTHSCI | Rad Tech | RAD*104 | Patient Care in Radiologic Science | \$360 | Lab supplies, cost factor for faculty load | \$370 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*105 | Radiologic Procedures I | \$15 | supplies | \$15 | |
| HTHSCI | Rad Tech | RAD*105 | Radiologic Procedures I | \$60 | supplies | \$60 | |
| HTHSCI | Rad Tech | RAD*105 | Radiologic Procedures I | \$380 | MoSRT membership & conference, cost factor for faculty load, | \$390 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*106 | Radiologic Physics I | \$240 | Rad Tech Bootcamp review course | \$240 | |
| HTHSCI | Rad Tech | RAD*151 | Clinicals I | \$40 | digital access fee | \$40 | |
| HTHSCI | Rad Tech | RAD*151 | Clinicals I | \$60 | clinical cost factor | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*151 | Clinicals I | \$375 | Cost factor for faculty load, my clinical exchange, HESI Remediation | \$385 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*152 | Radiologic Procedures II | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*154 | Digital Image Acq&display II | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*155 | Clinicals II | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*156 | Pharmacology & Drug Admin | \$360 | Supplies, cost factor for faculty load | \$370 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*157 | Clinicals III | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*201 | Digital Image Acquisition&display III | \$35 | ASRT membership | \$35 | |
| HTHSCI | Rad Tech | RAD*201 | Digital Image Acquisition&display III | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*202 | Advanced Radiographic Procedures I | \$15 | liability Insurance | \$28 | Increased cost |
| HTHSCI | Rad Tech | RAD*202 | Advanced Radiographic Procedures I | \$360 | Lab supplies and cost factor for faculty load | \$370 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*204 | Clinicals IV | \$40 | my clinical exchange | \$60 | 2 year subscription |
| HTHSCI | Rad Tech | RAD*204 | Clinicals IV | \$60 | clinical cost factor | \$70 | Increased cost for instructor |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|----------|------------|----------------|-------------------------------------|-------------|--|-------------------|-----------------------------------|
| HTHSCI | Rad Tech | RAD*204 | Clinicals IV | \$100 | Radiation monitoring device, class apparel | \$100 | |
| HTHSCI | Rad Tech | RAD*204 | Clinicals IV | \$375 | HESI Remediation | \$375 | |
| HTHSCI | Rad Tech | RAD*252 | Adv Rad Procedures II | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*252 | Adv Rad Procedures II | \$350 | Cost factor for faculty load, MoSRT membership & conference | \$350 | |
| HTHSCI | Rad Tech | RAD*253 | Clinicals V | \$60 | Cost factor for faculty load | \$70 | Increased cost for instructor |
| HTHSCI | Rad Tech | RAD*290 | Curriculum Review V | \$225 | digital access fee | \$225 | |
| HTHSCI | Rad Tech | | Rad Tech Admission Packet Fee | \$160 | Cost of clinical site onboarding, criminal background, and drug screen | \$190 | Increase in drug screen costs |
| HTHSCI | Rad Tech | | TEAS Entrance Exam Fee | \$70 | Entrance testing | \$70 | |
| HTHSCI | Rad Tech | | Rad Tech Application fee | \$30 | App Fee | \$30 | Increased cost for admin |
| HTHSCI | Surg Tech | SRG*200 | Surgical Techniques Lab | \$360 | consumables, cost factor for faculty | \$370 | Increased cost for instructor |
| HTHSCI | Surg Tech | SRG*210 | Introduction to Surgical Technology | \$370 | uniforms, class apparel | \$380 | Increased cost for uniforms |
| HTHSCI | Surg Tech | SRG*220 | Surgical Procedures I | \$15 | liability insurance | \$28 | Increased cost of insurance |
| HTHSCI | Surg Tech | SRG*250 | Clinical Externship I | \$300 | consumables, cost factor for faculty, validity clinical access | \$310 | Increased cost for instructor |
| HTHSCI | Surg Tech | SRG*260 | Surgical Procedures II | \$250 | AST certification exam, study guide and membership | \$250 | |
| HTHSCI | Surg Tech | SRG*265 | Professional Practices | \$265 | Practice exams, certification review, AST convention fees | \$320 | Increased cost for practice exams |
| HTHSCI | Surg Tech | SRG*275 | Clinical Externship II | \$210 | Consumables, cost factor for faculty | \$220 | Increased cost for instructor |
| HTHSCI | Surg Tech | | Surg Tech Admission Packet Fee | \$160 | Cost of clinical site onboarding, criminal background, and drug screen | \$190 | Increase in drug screen costs |
| HTHSCI | Surg Tech | | TEAS Entrance Exam Fee | \$70 | Entrance testing | \$70 | |
| HTHSCI | Surg Tech | | Surg Tech Application fee | \$30 | App Fee | \$30 | Increased cost for admin |
| ARTSCI | Theatre | THE*101 | Theatre Appreciation | \$40 | consumables | \$40 | no change |
| ARTSCI | Theatre | THE*110 | Stagecraft | \$40 | building supplies | \$40 | no change |
| ARTSCI | Theatre | THE*121 | Acting I | \$40 | rights to the production and supplies for production | \$40 | no change |
| ARTSCI | Theatre | THE*122 | Acting II | \$40 | rights to the production and supplies for production | \$40 | no change |

| Division | Department | Section Number | Section Name | Current Fee | Purpose of Fee | AY25 Proposed Fee | Reason For Change |
|--------------|------------|----------------|----------------------------------|-----------------|--|-------------------|--|
| ARTSCI | Theatre | THE*131 | Directing I | \$40 | rights to the production and supplies for production | \$40 | no change |
| ARTSCI | Theatre | THE*132 | Directing II | \$40 | rights to the production and supplies for production | \$40 | no change |
| ARTSCI | Theatre | THE*GEN | Core 42 Theatre | \$40 | | \$0 | This a transfer designation not a course offered |
| CATECH | Welding | WLD*102 | Welding I-Intro to Welding Lab | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*102 | Welding I-Intro to Welding Lab | \$20 | Administrative fees | \$20 | no change |
| CATECH | Welding | WLD*112 | Welding II-Structural Wldg Lab | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*112 | Welding II-Structural Wldg Lab | \$20 | Administrative fees | \$20 | no change |
| CATECH | Welding | WLD*122 | Wldg III-Adv Structural Wldg Lab | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*122 | Wldg III-Adv Structural Wldg Lab | \$20 | Administrative fees | \$20 | no change |
| CATECH | Welding | WLD*132 | Wldg IV-Prod Concppts&Fab Lab | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*132 | Wldg IV-Prod Concppts&Fab Lab | \$20 | Administrative fees | \$20 | no change |
| CATECH | Welding | WLD*202 | Wldg V-T.I.G. Wldg Pract Lab | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*202 | Wldg V-T.I.G. Wldg Pract Lab | \$20 | Administrative fees | \$20 | no change |
| CATECH | Welding | WLD*212 | Welding VII Lab Pipe Wldg | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*213 | Wldg VIII-Wldg Capstone Proj | \$300 | materials, solder, gas and other misc. | \$300 | no change |
| CATECH | Welding | WLD*213 | Wldg VIII-Wldg Capstone Proj | \$20 | materials, solder, gas and other misc. | \$20 | no change |
| CATECH | Welding | WLD*270 | I.S.-Welding | \$20 | Lab materials | \$20 | no change |
| Total | | | | \$37,881 | | \$38,489 | |

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM IX: U.S.D.A. GRANT

Recommendation: To **approve** a resolution authorizing East Central College to apply to the United States Department of Agriculture (U.S.D.A.) Business Development Grant program to acquire funding to purchase equipment for the Emergency Medical Services program.

Attachments

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602



MEMORANDUM

To: Dr. Jon Bauer

Fr: Joel Doepker

Date: 1.24.24

Re: USDA Grant Rural Business Development Grant, EMS Equipment

An ECC Board of Trustees resolution is required concerning the compliance with various requirements to obtain financial assistance from the United States Department of Agriculture. The CP Guide 36-Borrower Certification Form includes a Conflict-of-Interest clarification, Equal Opportunity Agreement, Assurances – Construction Programs, and Certification for Contracts, Grants and Loans.

The required documents and board approval of the application are needed to apply to the USDA Rural Business Development Grant (RBDG) program to acquire funding to purchase equipment for the Emergency Medical Services program to include manikins, EKG monitors, and an ambulance trainer.

The grant application request totals \$117,000. The formal grant application will be submitted on or before the February 28, 2024, deadline.

Joel Doepker
Vice President of External Relations

A RESOLUTION/ORDINANCE OF THE Board of Trustees OF
Junior College District of East Central Missouri 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
MISSOURI, AS FOLLOWS:

Section 1. Definitions.

- A. Junior College District of East Central Missouri 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-D, Assurances – Construction Programs.
- B. Form RD 400-1, Equal Opportunity Agreement.
- C. Form RD 400-4, Assurance Agreement.
- D. 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.**
- E. FmHA Instruction 1940-Q, Exhibit A-1 (8-21-91), Certification for Contracts, Grants and Loans.

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 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 this date: _____

The vote was: Yeas _____ Nays _____ Absent _____

(OFFICIAL SEAL)

Signature

Printed First Name Printed Last Name

President

Title

Attested by:

Signature

Printed First Name Printed Last Name

Secretary

Title

Applicant's Street Address

Applicant's City, State, Zip Code

CERTIFICATE

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

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

Printed Name

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.

Junior College District of East Central Missouri

Name of Applicant

/s/

Authorized Representative's Signature

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
 Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

| | |
|--|------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <div style="border: 1px solid black; padding: 5px; width: fit-content;">/s/</div> | TITLE President |
| APPLICANT ORGANIZATION Junior College District of East Central Missouri | DATE SUBMITTED |

SF-424D (Rev. 7-97) Back

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

/s/ _____
(signature)

(name)

(date)

President

(title)

oOo

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated January 29, 2024 between
the Junior College District of East Central Missouri

(herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the 'Secretary') issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds \$10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.
- (b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (g) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.

4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.

5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary, that it will furnish USDA and the Secretary such information such as, but not limited to, Form AD 560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.

6. To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.

7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

Recipient

Recipient

(CORPORATE SEAL)

Name of Corporate Recipient

Attest:

By _____
President

Secretary

USDA
Form RD 400-4
(Rev. 11-17)

ASSURANCE AGREEMENT
(Under Title VI, Civil Rights Act of 1964)

FORM APPROVED
OMB No. 0575-0018
OMB No. 0570-0062

The Junior College District of East Central Missouri

(name of recipient)

1964 Prairie Dell Road, Union, MO 63084

(address)

As a condition of receipt of Federal financial assistance, you acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions of national laws and policies prohibiting discrimination, including but not limited to:

1. Title VI of the Civil Rights Act of 1964, as amended, which prohibits you from discriminating on the basis of race, color, or national origin (42 U.S.C. 2000d et seq.), and 7 CFR Part 15, 7 CFR 1901, Subpart E.

As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [in accordance with USDA RD LEP Guidance for RD Funded (Assisted) Programs]. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. You are encouraged to consider the need for language services for LEP persons served or encountered both in developing your budgets and in conducting your programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>;

2. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating on the basis of sex in education programs or activities (20 U.S.C. 1681 et seq.) [as implemented by 7 CFR Part 15, 7 CFR 1901, Subpart E];
3. The Age Discrimination Act of 1975, as amended, which prohibits you from discriminating on the basis of age (42 U.S.C. 6101 et seq.) [as implemented by 7 CFR Part 15, 7 CFR 1901, Subpart E];
4. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits you from discriminating on the basis of disability (29 U.S.C. 794) [as implemented by 7 CFR Part 15, 7 CFR Part 15b, 7 CFR 1901, Subpart E];
5. Title VIII of the Civil Rights Act, which prohibits you from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 CFR part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units, i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) be designed and constructed with certain accessible features, see 24 CFR Part 100.201; and
6. Titles II and III of the Americans with Disabilities Act, which prohibit you from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189), as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and 7 CFR Part 15, 7 CFR Part 15b, 7 CFR 1901, Subpart E.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

You also acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions governing USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) access to records, accounts, documents, information, facilities, and staff:

1. You must cooperate with any compliance review or complaint investigation conducted by USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).
2. You must give USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by Title VI, Title IX, Age, and Section 504 implementing regulations and other applicable laws or program guidance.
3. You must keep such records and submit to the responsible Department official or designee timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the responsible Department official or his designee may determine to be necessary to ascertain whether you have complied or are complying with relevant obligations.
4. You must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Rural Development or the U.S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.
6. If, during the past three years, you (the recipient) have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, you must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements.
7. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against you, or you settle a case or matter alleging such discrimination, you must forward a copy of the complaint and findings to USDA Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), Office of Civil Rights.

The United States has the right to seek judicial enforcement of these obligations.

You also acknowledge and agree that you must comply (and require any subgrantees, subrecipients, contractors, successors, transferees, and assignees to comply) with applicable provisions of program-specific nondiscrimination policy requirements found at CFR Part 15, 7 CFR Part 15 b, 12 CFR Part 202, 7 CFR 1901, Subpart E., DR4300-003, DR4330-0300, DR4330-005.

Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with federal assistance extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), this assurance obligates the Recipient for the period during which federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which federal assistance is extended. If any personal property is so provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Recipient for the period during which the federal assistance is extended to the Recipient by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service).

Employment Practices

Where a primary objective of the federal assistance is to provide employment or where the Recipient's employment practices affect the delivery of services in programs or activities resulting from federal assistance extended by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service), the Recipient agrees not to discriminate on the grounds of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment, advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Data Collection

The Recipient agrees to compile and maintain information pertaining to programs or activities developed as a result of the Recipient’s receipt of federal assistance from Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service). Such information shall include, but is not limited to the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, age, and disability; (3) data regarding covered employment including use or planned use of bilingual public contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age and disability in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by Rural Development (Rural Housing Service, Rural Business and Cooperative Service, and Rural Utilities Service) to be relevant to the obligation to assure compliance by recipients with laws cited in this assurance agreement.

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations as herein described, that the information submitted in conjunction with this Document is accurate and complete, and that the recipient is in compliance with the nondiscrimination requirements set out above.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, _____ the Junior College District of East Central Missouri _____ on this
(name of recipient)
date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(S E A L)

Recipient

Date

Attest: _____

Title

Title

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM X: STUDENT OUTCOMES

Vice President Robyn Walter will present course success data and retention rates for the Fall 2023 semester.

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602

Course Success Rate Comparison: Fall 2022 to Fall 2023 (preliminary)

| Category | Fall 2022 | | | | Fall 2023 | | | | Change in Success Rate |
|-----------------------|-------------------|--------------------|---------------|--------------|-------------------|--------------------|---------------|--------------|------------------------|
| | Student Headcount | Course Enrollments | FTE | Success Rate | Student Headcount | Course Enrollments | FTE | Success Rate | |
| All Students | 2750 | 9374 | 1820.4 | 80.7% | 2372 | 8399 | 1607.1 | 81.5% | 0.8% |
| Race/Ethnicity | | | | | | | | | |
| American Indian | 10 | 25 | 5.6 | 80.0% | 11 | 28 | 5.3 | 89.3% | 9.3% |
| Asian | 20 | 65 | 12.7 | 72.3% | 13 | 58 | 11.2 | 93.1% | 20.8% |
| Black | 36 | 132 | 24.8 | 57.6% | 22 | 83 | 16.0 | 65.1% | 7.5% |
| Hispanic/Latino | 93 | 339 | 63.2 | 79.1% | 87 | 304 | 58.5 | 77.6% | -1.5% |
| Native Hawaiian | 3 | 16 | 2.7 | 75.0% | 4 | 9 | 2.3 | 77.8% | 2.8% |
| Nonresident Alien | 12 | 75 | 13.0 | na | 25 | 141 | 26.2 | 79.4% | na |
| Two or more races | 96 | 319 | 62.5 | 77.4% | 95 | 345 | 65.5 | 78.6% | 1.2% |
| White | 2471 | 8369 | 1629.1 | 81.5% | 2108 | 7412 | 1418.4 | 81.8% | 0.3% |
| Unknown | 9 | 34 | 6.9 | 85.3% | 7 | 19 | 3.8 | 94.7% | 9.4% |
| Age | | | | | | | | | |
| Under 18 | 848 | 1813 | 372.5 | 94.6% | 528 | 1123 | 216.5 | 94.7% | 0.1% |
| 18 - 24 | 1452 | 6214 | 1188.4 | 76.4% | 1395 | 5976 | 1134.2 | 78.6% | 2.2% |
| 25 - 39 | 348 | 1076 | 207.5 | 82.4% | 348 | 1057 | 209.2 | 82.1% | -0.3% |
| 40+ | 102 | 271 | 51.9 | 80.1% | 101 | 243 | 47.3 | 88.1% | 8.0% |
| Gender | | | | | | | | | |
| Female | 1663 | 5436 | 1069.3 | 81.5% | 1441 | 4930 | 958.9 | 81.8% | 0.3% |
| Male | 1087 | 3938 | 751.1 | 79.7% | 931 | 3469 | 648.2 | 81.0% | 1.3% |
| Pell Eligible | | | | | | | | | |
| Yes | 925 | 3658 | 703.6 | 72.9% | 909 | 3671 | 705.9 | 75.7% | 2.8% |
| No | 1825 | 5716 | 1116.8 | 85.8% | 1463 | 4728 | 901.2 | 85.9% | 0.1% |
| Veteran | 43 | 166 | 31.8 | 77.7% | 42 | 165 | 30.1 | 78.2% | 0.5% |

Notes:

- 1) FTE defined as credit hours/15.
- 2) Success is defined as A, B, C or P.
- 3) Veteran or Active Duty status self reported on enrollment application.
- 4) Data as of 1/3/2024.
- 5) Excludes all incomplete and missing grades. Will be updated each semester.

Rolling Retention Report Last Updated: 1/23/2024

Fall to Spring Student Retention (during Spring enrollment)

| | Fall-14 to Spring-15 | Fall-15 to Spring-16 | Fall-16 to Spring-17 | Fall-17 to Spring-18 | Fall-18 to Spring-19 | Fall-19 to Spring-20 | Fall-20 to Spring-21 | Fall-21 to Spring-22 | Fall-22 to Spring-23 | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|---------------------------------|
| Fall to Spring Retention | | | | | | | | | | (Currently Enrolling) | Fall-23 to Spring-24 |
| Fall Students* | 3,135 | 2,783 | 2,518 | 2,346 | 2,199 | 2,114 | 2,041 | 2,030 | 1,978 | | 1,960 |
| Students Returning in Spring | 2,163 | 1,907 | 1,774 | 1,644 | 1,552 | 1,452 | 1,370 | 1,448 | 1,422 | | 1,452 |
| <i>Percent Returned</i> | 69.0% | 68.5% | 70.5% | 70.1% | 70.6% | 68.7% | 67.1% | 71.3% | 71.9% | | 74.1% |
| Fall Graduates/Potential Graduates for Current Term** | 136 | 141 | 104 | 126 | 119 | 124 | 123 | 103 | 125 | | 145 |
| Non-Returners/Non-Completers | 836 | 735 | 640 | 576 | 528 | 538 | 548 | 479 | 431 | | 363 |
| Adjusted Fall to Spring Retention Rate | 73.3% | 73.6% | 74.6% | 75.4% | 76.0% | 74.6% | 73.2% | 76.4% | 78.2% | | 81.5% |

*Fall student headcount does not include any dual credit/dual technical credit students

**Potential Graduates are those who have applied & are on track to graduate

Adjusted Retention Rate = (Fall Students - Non-Returners & Non-Completers)/Fall Students

Fall to Spring Developmental Student Retention (during Spring enrollment)

| | Fall-14 to Spring-15 | Fall-15 to Spring-16 | Fall-16 to Spring-17 | Fall-17 to Spring-18 | Fall-18 to Spring-19 | Fall-19 to Spring-20 | Fall-20 to Spring-21 | Fall-21 to Spring-22 | Fall-22 to Spring-23 | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|---------------------------------|
| Fall to Spring Retention | | | | | | | | | | (Currently Enrolling) | Fall-23 to Spring-24 |
| Fall Developmental Students* | 886 | 666 | 610 | 486 | 310 | 248 | 227 | 218 | 203 | | 236 |
| Students Returning in Spring | 577 | 450 | 439 | 354 | 207 | 170 | 144 | 147 | 144 | | 176 |
| <i>Percent Returned</i> | 65.1% | 67.6% | 72.0% | 72.8% | 66.8% | 68.5% | 63.4% | 67.4% | 70.9% | | 74.6% |
| Fall Graduates/Potential Graduates for Current Term** | 0 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | | 1 |
| Non-Returners/Non-Completers | 309 | 215 | 171 | 132 | 102 | 78 | 82 | 71 | 59 | | 59 |
| Adjusted Fall to Spring Retention Rate | 65.1% | 67.7% | 72.0% | 72.8% | 67.1% | 68.5% | 63.9% | 67.4% | 70.9% | | 75.0% |

*Developmental student defined as anyone taking at least one remedial course.

**Potential Graduates are those who have applied & are on track to graduate

Adjusted Retention Rate = (Fall Students - Non-Returners & Non-Completers)/Fall Students

Fall to Spring First-time, Full-time Cohort Student Retention (during Spring enrollment)

| | Fall-14 to Spring-15 | Fall-15 to Spring-16 | Fall-16 to Spring-17 | Fall-17 to Spring-18 | Fall-18 to Spring-19 | Fall-19 to Spring-20 | Fall-20 to Spring-21 | Fall-21 to Spring-22 | Fall-22 to Spring-23 | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|---------------------------------|
| Fall to Spring First-time, Full-Time Student Retention | | | | | | | | | | (Currently Enrolling) | Fall-23 to Spring-24 |
| Full-time, first-time Fall Cohort | 578 | 550 | 525 | 494 | 549 | 522 | 542 | 573 | 489 | | 553 |
| Enrolled in Spring Semester** | 454 | 447 | 454 | 415 | 450 | 418 | 413 | 455 | 397 | | 457 |
| <i>Percent Returned</i> | 78.5% | 81.3% | 86.5% | 84.0% | 82.0% | 80.1% | 76.2% | 79.4% | 81.2% | | 82.6% |
| Fall Graduates/Potential Graduates for Current Term** | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 2 | | 3 |
| Non-Returners/Non-Completers | 124 | 103 | 71 | 79 | 99 | 104 | 126 | 118 | 90 | | 93 |
| Full-Time, First-Time Retention Rate | 78.5% | 81.3% | 86.5% | 84.0% | 82.0% | 80.1% | 76.8% | 79.4% | 81.6% | | 83.2% |

**Potential Graduates are those who have applied & are on track to graduate

Adjusted Retention Rate = (Fall Students - Non-Returners & Non-Completers)/Fall Students

Fall to Spring First-time, Part-time Cohort Student Retention (during Spring enrollment)

| | Fall-14 to Spring-15 | Fall-15 to Spring-16 | Fall-16 to Spring-17 | Fall-17 to Spring-18 | Fall-18 to Spring-19 | Fall-19 to Spring-20 | Fall-20 to Spring-21 | Fall-21 to Spring-22 | Fall-22 to Spring-23 | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|---------------------------------|
| Fall To Spring First-time, Part-Time Student Retention | | | | | | | | | | (Currently Enrolling) | Fall-23 to Spring-24 |
| Part-time, first-time Fall Cohort (adjusted) | 170 | 136 | 129 | 111 | 103 | 120 | 105 | 100 | 79 | | 97 |
| Enrolled in Spring Semester or Completed (or on track)** | 89 | 77 | 71 | 63 | 58 | 65 | 57 | 68 | 51 | | 62 |
| <i>Percent Returned</i> | 52.4% | 56.6% | 55.0% | 56.8% | 56.3% | 54.2% | 54.3% | 68.0% | 64.6% | | 63.9% |
| Fall Graduates/Potential Graduates for Current Term** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Non-Returners/Non-Completers | 81 | 59 | 58 | 48 | 45 | 55 | 48 | 32 | 28 | | 35 |
| Part-Time, First-Time Retention Rate | 52.4% | 56.6% | 55.0% | 56.8% | 56.3% | 54.2% | 54.3% | 68.0% | 64.6% | | 63.9% |

**Potential Graduates are those who have applied & are on track to graduate

Adjusted Retention Rate = (Fall Students - Non-Returners & Non-Completers)/Fall Students

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM XI: *PERSONNEL

A. POSITION RECLASSIFICATION

Recommendation: To **reclassify** the Assistant Network & Systems Manager position from support staff level 107 to professional staff level 205.

B. APPOINTMENTS

Recommendation: To **approve** the appointment of Andrew Chitwood as Network & Systems Manager effective January 16, 2024, with an annual salary of \$71,867.85

Recommendation: To **approve** the appointment of Carson Mowery as Title III Program Coordinator effective January 1, 2024, with no change in salary.

Recommendation: To **approve** the appointment of Chad Wray as Assistant Network & Systems Manager effective February 1, 2024, with an annual salary of \$70,383.72.

C. RESIGNATION

Recommendation: To **accept** the resignation of Heather Kleekamp, Associate Director of Financial Aid, effective February 9, 2024.

D. RETIREMENTS

Recommendation: To **accept** the retirements of nine staff and two faculty members who elected to participate in the retirement incentive as listed on the memorandum attached to the agenda.

E. ADJUNCT FACULTY ADDENDUM – Sp24

Recommendation: To **approve** changes to the roster of adjunct faculty for the spring 2024 semester as listed in the memorandum attached to the agenda.

Attachments

1/29/2024

East Central College

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



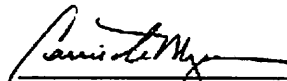
EAST CENTRAL COLLEGE

Interoffice Memo HUMAN RESOURCES

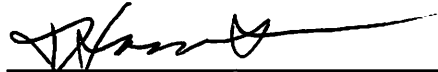
TO: Dr. Jon Bauer, College President
DATE: January 18, 2024
FROM: Carrie Myers, Human Resources Director
RE: Reclassification of position

Please accept the recommendation to reclassify the Assistant Network & Systems Manager from support staff level 107 to a professional staff level 205. Doug Houston, Director IT, has approved this recommendation. The purpose of the restructure is to fully support the Information Technology department at East Central College.

Recommendation signatures:



Carrie A. Myers
Director of Human Resources



Doug Houston
Director, Information Technology

/kja



EAST CENTRAL COLLEGE

HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: January 4, 2024
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Network & Systems Manager

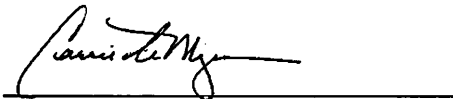
Please accept the Search Committee's recommendation to hire Joseph Andrew Chitwood as the full-time Network & Systems Manager effective January 16, 2024, with an annual salary of \$71,867.85. Doug Houston, Director of Information Technology, approved this recommendation.

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

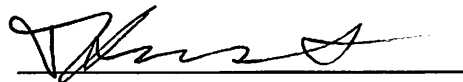
- PC Technician – School District of Washington 2022 – current
- Network & Systems Technician – East Central College – 2013 – 2022
- Help Desk Technician – East Central College – 2008 – 2013
- Combat Service Support Specialist – United States Marine Corps – 2003 – 2008

Andrew received his Associate degree in computer information systems from East Central College.

Recommendation signatures:



Carrie A. Myers
Director of Human Resources
Recommendation signatures:



Doug Houston
Director, Information Technology



HUMAN RESOURCES


TO: Dr. Jon Bauer, College President
DATE: December 21, 2023
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Title III Program Coordinator

Please accept the Search Committee's recommendation to hire Carson Mowery as the full-time Title III Program Coordinator effective January 1, 2024, with no change in salary. Dr. Robyn Walter, Vice President of Academic Affairs, served as the search committee chair and has approved the recommendation to hire.

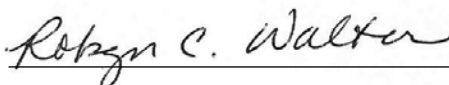
Carson's experience includes, but is not limited to the following:

- Campus Life & Leadership Coordinator – East Central College 2021 – current
- Adjunct Instructor – East Central College 2021 – current
- Content Writer – SEMO University Marketing 2019 – 2020
- Learning Center Specialist – East Central College 2018 – 2019

Recommendation signatures:



Carrie A. Myers
Director of Human Resources



Dr. Robyn Walter
Vice President, Academic Affairs



EAST CENTRAL COLLEGE

HUMAN RESOURCES

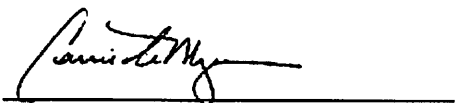
TO: Dr. Jon Bauer, College President
DATE: January 17, 2024
FROM: Carrie Myers, Human Resources Director
RE: Recommendation to Hire: Assistant Network & Systems Manager

Please accept the Search Committee's recommendation to hire Chad Wray as the full-time Assistant Network & Systems Manager effective February 1, 2024, with an annual salary of \$70,383.72. Doug Houston, Director of Information Technology, approved this recommendation.

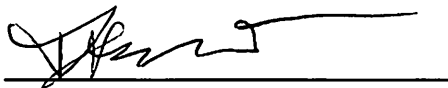
Chad's experience includes, but is not limited to the following:

- Business Owner – SeaWray Network Solutions LLC 2020 – current
- Network Administrator – Parker Hannifin, Missouri –2018 – 2020
- System Administrator – Parker Hannifin, Mississippi – 2015 – 2018
- Information Systems Technician First Class – United States Coast Guard – 2010 – 2014
- Information Systems Technician Second Class – United States Coast Guard – 2007 – 2010

Recommendation signatures:



Carrie A. Myers
Director of Human Resources
Recommendation signatures:



Doug Houston
Director, Information Technology



Interoffice Memo
HUMAN RESOURCES

TO: Dr. Jon Bauer
DATE: January 23, 2024
FROM: Carrie A Myers, Director of Human Resources
RE: Requesting Release from Contract –Heather Kleekamp

Heather Kleekamp, Associate Director of Financial Aid, has requested to be released from the remainder of her FY24 employment contract effective February 9, 2024. The official resignation letter is on file in the Human Resources Office.

Signatures:

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

Carrie A. Myers
Director, Human Resources

Sarah A.
Leassner

Digitally signed by Sarah A.
Leassner
Date: 2024.01.24 13:28:11
-06'00'

Sarah Leassner
Vice President, Student Development



HUMAN RESOURCES

TO: Dr. Jon Bauer, College President
DATE: January 17, 2024
FROM: Carrie Myers, Human Resources Director
RE: Retirement Incentive FY25

The following employees have submitted all the required documentation and resignation paperwork in order to participate in the board approved retirement incentive program:

| | | |
|-----------------------|-------------------------------------|------------|
| Lorrie Baird | Financial Aid Advisor | 6/30/2024 |
| Sheila Flynn | Custodian | 6/30/2024 |
| Bonner Gardner | Executive Asst. to the President | 6/30/2024 |
| Dr. Russell Henderson | Professor, History | 6/30/2024 |
| Lark Hoffman | Assoc. Director, Financial Services | 6/30/2024 |
| Karen Klos | Instructional Design Specialist | 6/30/2024 |
| Anne Lause | Enterprise System Administrator | 6/30/2024 |
| Tom Schickler | Custodial Supervisor | 6/30/2024 |
| Carol Bailie | Payroll Specialist | 8/31/2024 |
| Dr. Matthew Monzyk | Assoc. Professor, Chemistry | 12/31/2024 |
| Amy Sisk | Student Services Specialist | 12/31/2024 |

June 26, 2023 – Board of Trustees approved retirement incentive as part of the faculty Collective Bargaining Agreement.

July 13, 2023 – Board of Trustees approved a retirement incentive for full-time staff with at least ten years of full-time service to the college as of June 30, 2024, or December 31, 2024, and who meet the eligibility requirements for normal or early retirement as defined by the Missouri Public School Retirement System (PSRS) or the Public Education Employees Retirement System (PEERS). Qualified staff would receive 1% of their FY24 base salary for each year of full-time service to ECC (maximum 25 years) plus the cash equivalent of one year of the retiree's College-paid health insurance benefits for 2024.

Carrie A. Myers
Director of Human Resources

Interoffice Memo

TO: Dr. Bauer
DATE: January 19, 2024
FROM: Office of Academic Affairs
RE: Adjunct Addendum for Spring Semester 2024

Please approve the following adjunct addendum for the spring 2024 semester.

ADDITIONS

English & Humanities

Julie Eggemeyer, Reading
Madison Emerick, English
Shawna Flanigan, Communications
Taylor Gruenloh, Communications
Jacob Little, Reading/English
Elizabeth Rosebrough, English

Fine & Performing Arts

Elizabeth Moynihan, Theatre

Mathematics, Business, & Education

Ann Boehmer, Mathematics
Kari Borgmann, Business
Susan Giesing, Education
Matthew Graham, Business
Richard Hudanick, Acct/Business
Stephanie Juengling, Business
Havva Malone, Mathematics
Steffani McCrary, Business/College Succ
Jay Mehrhoff, Physical Education
Margaret Vogel, Education
Timothy Willard, Business

College Success

Erin Anglin
Lorrie Baird
Philip Giacomelli
Jessica Horn
Rachael Karr
Jessica Robart
Tracie Welsh

DELETIONS

English & Humanities

Gregory Stratman, English

Social Sciences

Ronnie Campbell, Law Enforcement
Steven Campbell, Political Science
Derrick Dillon, Law Enforcement
Stephanie Dixon, Psychology
Christopher Giacolone, Law Enforcement
Miranda Green, Psychology
Henry Harper, Law Enforcement
Richard Hope, Law Enforcement
Brandon Ketzler, Law Enforcement
Jenny Kuchem, Sociology/College Succ
Scott Langley, Law Enforcement
Kyle Lockwood, History
Lesley Peters, Psychology/College Succ
Matthew Vogeler, Political Science
Sarah Wildt, Sociology
Mark Williams, Law Enforcement

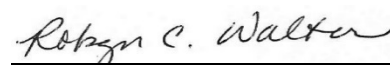
Science & Engineering

Josh Dissen, Engineering
Mark Palmier, Biology
James Small, Physics
Clarissa Wisner, Physics


Dual Credit

Emily Brasher, English, SFBHS

Signatures:



Dr. Robyn Walter, Vice President of Academic Affairs Date



Carrie Myers, Director of Human Resources Date

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM XII: BOARD PRESIDENT'S REPORT

Board President Ann Hartley will share information with the Board.

1/29/2024

East Central College

1964 Prairie Dell Road, Union, Missouri 63084

(636) 583-5195, Ext. 2201

FAX (636) 583-6602

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM XIII: REPORTS

Reports may be presented by:

- A. Faculty Association President, Reginald Brigham
- B. ECC-NEA Vice President, Katie Holtmeyer
- C. Professional Staff President, Carson Mowery

1/29/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM XIV: PRESIDENT’S REPORT

Projected meeting dates for 2024 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.

2024 Projected Meeting Dates

No February Meeting
March 4
April 11
May 6
June 10
July 18 (*Thursday noon business meeting*)
August 26
No September Meeting
October 7
November 4
December 2

Alternate Meeting Dates

March 7

May 13
June 13

October 14
November 11
December 9

1/29/2024

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**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
January 29, 2024**

AGENDA ITEM XV: ADJOURNMENT

Recommendation: To **adjourn** the January 29, 2024, public meeting of the Board of Trustees.

1/29/2024

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