

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI  
BOARD OF TRUSTEES MEETING  
Monday, March 4, 2024**

**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 Katie Holtmeyer; Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Rolla Campus Director Christina Ayres, Director of Institutional Research Bethany Lohden, Campus Resource Officer Todd Schlitt, Professional Staff Association President Carson Mowery, and Executive Assistant to the President Bonnie Gardner.

**RECOGNITION OF GUESTS:** Gregg Jones recognized J.T. Hardy, Board candidate from sub-district one. Chris Parker from the *Missourian* was also 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 March 4, 2024, meeting of the Board of Trustees.  
*Motion by Audrey Freitag; Seconded by Cookie Hays; Carried Unanimously*

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the January 29, 2024, regular meeting of the Board of Trustees.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Vice President DeAnna Cassat reviewed the financial statements as of January 31, 2024. She noted that cash and investments are up over last 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*

**BIDS:** Vice President Joel Doepker noted that the recommended equipment will give HVAC students the ability to service equipment remotely rather than traveling to the site to make repairs. The equipment will be 100% funded by the U.S.D.A. grant. A request for bids was issued but no bids were received. Manufacturers were contacted to get three written quotes; Johnstone Supply was the only company to provide a quote. ECC processes were followed, and USDA requirements were met to identify the vendor.

**Motion:** To **approve** the purchase of equipment for the HVAC program from Johnstone Supply, Earth City, MO, at a cost of \$47,964.55 to be funded with USDA Rural Business Development grant monies.  
*Motion by Prudence Johnson; Seconded by Audrey Freitag; Carried Unanimously*

Vice President Robyn Walter noted that the purchase of laptop computers to assist low-income students in meeting their technology needs is part of the Title III program and is a budgeted expenditure for year one of the grant. The recommended purchase is through the existing state contract and will be 100% grant-funded.

**Motion:** To **approve** the purchase of 43 Latitude 3440 laptop computers from Dell for the library laptop loan program at a cost of \$29,670 to be funded with Title III Grant monies.

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

**REVISIONS TO CHAPTER 2 BOARD POLICIES & PROCEDURES:** Vice President Robyn Walter reviewed changes recommended for the Chapter Two policies that pertain to instruction. These changes were drafted by the review committee and have been recommended by the Shared Governance Council. They will be brought back for approval at the April meeting.

In response to a question from the Board about credit for prior learning, Dr. Walter explained that there are a variety of ways to earn credit outside of traditional class work. ECC offers military training credit, credit for CLEP tests, and credit for industry-recognized credentials. Credit is awarded based on an assessment done by the faculty in the applicable academic department.

**\*PERSONNEL:** The Board **approved** the appointment of Gayle Bailey as Financial Aid Advisor for State Programs/Foundation Scholarships effective February 19, 2024, with an annual salary of \$48,073.03; James (Andy) Klingensmith as Campus Life & Leadership Coordinator effective March 18, 2024, with an annual salary of \$55,960.96; and Stacy Langan as Executive Assistant to the President effective July 1, 2024, with an annual salary of \$66,314.43. The Board **approved** changes to the roster of adjunct faculty for the spring 2024 semester as listed in the attached memorandum.

**BOARD PRESIDENT'S REPORT:** Board President Ann Hartley recognized Audrey Freitag who commended Dr. Jennifer Judd and the Music Department on the recent Piano Sonata and Violin Festival, noting the interaction between the faculty and students from age five through the teens was outstanding. She also displayed a piece made by ECC welding students that she won at the Foundation Donors' Social.

**REPORTS:**

**A. FACULTY ASSOCIATION REPORT:** Association President Reg Brigham was unable to attend and submitted a written report expressing excitement that the upward feedback process is moving out of the pilot stage with the entire campus being asked to provide input this semester. Reg Brigham was named Faculty of the Month for February, and Judy Bieker was named for March.

**B. ECC-NEA:** NEA Vice President Katie Holtmeyer reported collective bargaining is on track and nominations are being collected for the Inspirers of Excellence Award.

**C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that the Truman event co-hosted with Scenic Regional Library, the Washington Library, and the ECC Library was very successful. Carson, Sarah Leassner, and Erin Anglin recently attended the Achieving the Dream Conference which focused on student success and retention through the lens of equity. Carson and Leigh Kolb will be taking seven students on an arts and humanities trip to London over spring break. They will be visiting museums and touring historic sites.

**D. STUDENT GOVERNMENT ASSOCIATION REPORT:** Vice President Sarah Leassner reported that SGA is planning a carnival event for the end of March and an eclipse event on April 8.

**PRESIDENT'S REPORT:** Dr. Bauer noted that the election is just under one month away. Over 40 presentations have been/will be given to community groups to provide information on the tax levy issue. The information has been positively received and several groups have endorsed the ballot issue. Direct mail pieces will be going out soon and there will be traditional advertising as well as social media posts and outdoor signage.

Enrollment at the census date was 2,178 students, down 5 students or 0.2% from last spring. Credit hours were up 243 hours or 1.2%. Summer classes begin June 3 with enrollment at this point up 2.3% in headcount and 2.8% in credit hours.

Budget development is on track for presentation to the Board at the June meeting. Budget managers have submitted their requests which are now being reviewed in conjunction with the vice presidents. State aid is expected to increase by 3%. If Proposition ECC passes, it will have an incremental impact of about \$200,000 in increased revenue for year one. Bargaining is underway; salary is a major factor in budget development. The tuition recommendation will be presented after the election.

Dr. Bauer recapped several campus activities that have occurred recently noting that spring sports are underway, and Beauty and the Beast played to sold-out crowds. Area Rotary clubs met on campus recently, hosted by the campus Rotaract Club. Spring Learning Day was offered on campus during area school districts' professional development days and was well-received. It offered children's activities and provided another opportunity to have area children on campus.

**ADJOURNMENT:**

**Motion:** To **adjourn** the March 4, 2024, public meeting of the Board of Trustees and enter into executive session per RSMo2004, Section 610.021 (3) Personnel at 6:13 p.m.

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

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President, Board of Trustees

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Secretary, Board of Trustees



## Interoffice Memo

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TO: Dr. Bauer  
DATE: February 26, 2024  
FROM: Office of Academic Affairs  
RE: Adjunct Addendum for Spring Semester 2024

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

### **DELETIONS**

#### **Science & Engineering**

Clarissa Wisner, Physics

Signatures:

A handwritten signature in cursive script that reads "Robyn C. Walter".

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Dr. Robyn Walter, Vice President of Academic Affairs      Date

A handwritten signature in cursive script that reads "Carrie Myers".

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Carrie Myers, Director of Human Resources      Date