

EAST CENRAL COLLEGE
BOARD OF TRUSTEES MEETING
Monday, August 26, 2024

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order at 5:34 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, Audrey Freitag, and J.T. Hardy. Also present were President of the College Jon Bauer; Administrators – Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Tracy Mowery, and ECC-NEA President Reg Brigham, Other Staff – Human Resources Director Carrie Myers, Director of Communications & Marketing Gregg Jones, Executive Director of Institutional Effectiveness Michelle Smith, Rolla Campus Director Christina Ayres, Professional Staff Association President Todd Tracy, Classified Staff Association President Denise Walker, and Executive Assistant to the President Stacy Langan.

RECOGNITION OF GUESTS: Eileen Wisniowicz and Chris Parker from the *Missourian* and Tommie Lowe from the Franklin County Sheriff's Department were also in attendance.

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 August 26, 2024, meeting of the Board of Trustees.

Motion by Eric Park; Seconded by Audrey Freitag; Carried Unanimously

***APPROVAL OF MINUTES:** The Board approved the minutes of the July 18, 2024, regular meeting of the Board of Trustees.

TREASURER'S REPORT AND FINANCIAL REPORT: College President and Interim Vice President of Finance and Administration Jon Bauer reviewed the preliminary year-end financial statements as of June 30, 2024. He noted the statements are unaudited; the auditors will be on campus next month. Dr. Bauer stated that timing issues with federal aid does affect cash flow. State funding decreased due to one time money last year. Salary payouts were increased due to raises and payouts for retirees. State grants and contracts includes a reimbursement from the state for the acquisition of the Rolla building. Revenue from the Rolla building will go into an auxiliary fund and will be treated similarly as the bookstore and food service. Rent will offset operating expenses of the building and revenue over that will be used to help with renovations or repairs to the building. Dr. Bauer indicated the currently the amount on deposit is shipped to multiple banks and secured by FDIC instead of securities. United Bank of Union has offered to use IntraFi and a proposal will go to the Board later this fall. This is beneficial to the banks and to the institution.

Motion: To **approve** the treasurer's report, the financial report, and the payment of bills subject to the annual audit.

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

BIDS: Dr. Bauer noted that these bids will be funded as one-time expenses though reserves including 48 port replacement switches. The servers are expected to last seven to nine years.

Motion: To **approve** the purchase of 17 Dell desktop computers and five Dell laptop

computers at a cost of \$23,267 from the Midwestern Higher Education Compact (MHEC) public bid cooperative contract to be funded with reserves.

Motion by Audrey Freitag; Seconded by Dr. Joseph Stroetker; Carried Unanimously

Motion: To **approve** the purchase of 10 Fortinet switches and two Dell servers at a cost of \$81,530 from the Fortinet contract and the Midwestern Higher Education Compact (MHEC) public bid cooperative contract to be funded with reserves.

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

GRANT PURCHASES: the Board gave prior approval for these grant purchases at its June 2024 meeting. Vice President Joel Doepker outlined the purchase noting that 100% will be paid by USDA as there were unutilized funds from last year.

CONTRACT RENEWAL: LICENSE FEE FOR WATERMARK: Formerly called Aviso, several applications were rolled into one enterprise license. The combination of the licenses moves the renewal to a higher dollar amount that requires Board approval. What started as a retention software application with three other separate applications, now includes four components including retention software, customer management, a mobile application, and texting app. This software is funded with student fees.

Motion: To **approve** the license fee for the Watermark Student Success and Engagement Platform for 2024-2025 at a cost of 50,949.01, to be funded with student fees.

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

EMPLOYEE INSURANCE: This item is typically presented to the Board in November. With a good loss ratio and other factors, Anthem Blue Cross Blue Shield offered a zero percent increase to premiums with no plan changes. In years the past loss ratio was about 98%, this year the loss ratio 59%.

Motion: To **approve** Anthem Blue Cross Blue Shiel to provide bundled insurance benefits for employees in 2025 at a 0% rate increase with no plan changes for medical, dental, and vision insurance.

*Motion by Audrey Freitag; Seconded by Dr. Eric Park; Carried Unanimously.
Cookie Hays abstained from the vote.*

STRATEGIC PLAN UPDATE: ECC is closing out a five-year strategic plan. The progress of the strategies in the current plan were outlined by Dr. Michelle Smith.

Pathways - *Develop clear academic and career pathways with personalized support to increase enrollment and promote student success.* ECC did not meet the enrollment goal, though the quality of instruction has improved greatly. Enrollment has been mostly flat over the last five years. Our students are more successful than they were in the past and although the targets have not been met, the data is trending in the right direction.

Partnerships - *Strengthen partnerships with local high schools, higher education institutions, and employers to drive intellectual and economic development in the region.* ECC has seen growth in dual credit and in the early college academy. The summer learning academy (SLA) continues to grow as does the center for workforce development. SLA is run strictly on donations from area businesses and offered free to the community.

Employees - *Create a culture of collaboration and learning to attract, retain, and develop diverse and talented employees.* One goal in this strategy is to attract and retain quality employees. Accomplishments include annual compensation increases, implementation of a flexible work policy, and a retirement incentive that 13 employees took advantage of. Moving forward, the employee performance review system will be redesigned, and the College will undergo a reclassification study.

Financial Strength - *Secure financial strength to sustain institutional viability.* ECC has expanded their reach in grants and federal funds. Two TRiO grants were submitted this year, we were awarded two grants: Title III-SIP and Strengthening Community colleges.

Rolla - *Expand our presence and offerings in Rolla to enhance the college's impact throughout our region.* A Rolla advisory committee was formed and meets quarterly, the new law enforcement program graduated the first class of police officers, Rolla SGA is active and continues to grow, and a new building was recently acquired, which opens more opportunity for growth in the Rolla area. We will continue to broaden and enhance outreach in Rolla.

***PERSONNEL:** The Board **approved** the appointment of Luke Miller as Head Baseball Coach effective August 12, 2024, with an annual salary of \$31,200; Grant Young as Head Softball Coach effective July 23, 2024, with an annual salary of \$18,000; Jacob Little as Academic and Career Navigator effective August 5, 2024, with an annual salary of \$48,986.08; Karen Hayes as Project Manager for the Strengthening Community Colleges Training Grant (SCC4) effective September 3, 2024, with an annual salary of \$61,622.33; Michelle Redmond as Academic and Career Navigator effective August 12, 2024, with an annual salary of \$51,691.38; and Valarie Norwood as Program Director/Faculty for Respiratory Care effective September 16, 2024, with an annual salary of \$73,633. The Board also **accepted** the resignation of Abigail Unnerstall, Wellness Navigator, effective September 13, 2024. The Board also **approved** the roster of adjunct faculty for the Fall 2024 semester as listed in the attached memorandum.

BOARD PRESIDENT'S REPORT: Board President Ann Hartley acknowledged the Music Festival that was held Friday evening and put on by Music department and External Relations. The event was well attended.

REPORTS:

A. FACULTY ASSOCIATION REPORT: Faculty Association President Tracy Mowery noted there is nothing to report.

B. ECC-NEA: NEA President Reg Brigham mentioned that the faculty bargaining team met several times over the summer to draft issue submissions for the upcoming bargaining season. Faculty are planning social activity during the fall semester.

C. PROFESSIONAL STAFF ASSOCIATION REPORT: PSA President Todd Tracy reported that the Library has checked out 89 laptops, 68 hotspots, and 36 calculators to students since the start of the semester. Many devices are available through previous COVID grant funding, student technology fees, and Title III grant funding. ECC AEL will participate in the third segment of training offered by the U.S. Department of Education's Office of Career, Technical, and Adult Education (OCTAE) in FY25 to build and expand integrated education and training opportunities along with State of Missouri AEL staff, Crowder College AEL, and St. Charles Community College AEL. The ECC AEL program served a total of 336 students in FY24. There were 79 English language learners and 47 high school equivalency graduates.

The program exceeded the Missouri target for measurable skills gain (108% of target). There were 97 classes offered at the Summer Learning Academy, 65 in Union and 32 in Rolla totaling 1,015

seats filled. Area high schools students will be on campus to participate in the Manufacturing week activities at the BIC. CWD and CTE will also host area manufacturers from the service region.

D. CLASSIFIED STAFF ASSOCIATION REPORT: CSA President Denise Walker reported that 55 students visited the ECC food pantry in July. CSA is in the process of selecting their scholarship recipients soon, who will receive \$500 each. A call for Spotlight nominations will go out to campus soon.

PRESIDENT'S REPORT: Dr. Bauer reported the academic year opened with In-Service with a focus on harmonizing work between strategic planning, Title III, and Achieving the Dream, etc. Enrollment is down a little over three percent in credit hours. There has been an increase in retention as well as an increase in Rolla but overall, we are down in first-time full-time students. Enrollment will continue to be a priority. Census will be run in three weeks and dual credit will be included in that count. The expectation is that we will be down over all in enrollment in both the number of students and credit hours. There are less students taking heavier loads. That is expected to even out more when dual credit is added as they typically take lighter loads. There were a few network issues the week prior to the start of class and the first day of class. Appreciate the work of IT to get things up and going quickly. An RFQ drew a good turnout in July for a walkthrough of the new Rolla building. The firms submitted proposals that are being reviewed. A single issue, daytime Board meeting may be necessary in September to keep the project on track. It may be feasible to present at the October meeting if necessary. There is a pending RFQ will draw a firm to convert an existing computer lab into a Respiratory Care Lab and proposals for Phase II of a campus technology project are due this Friday.

Over 400 people were in attendance at the Music Festival on Friday. Dr. Bauer expressed appreciation to External Relations and the Music department including Dr. Jennifer Judd, Aaron Bounds, and all campus.

ADJOURNMENT:

Motion: To **adjourn** the August 26, 2024, public meeting of the Board of Trustees at 7:02 p.m.

Motion by J.T. Hardy; Seconded by Audrey Freitag; Carried Unanimously

President, Board of Trustees

Secretary, Board of Trustees