

**EAST CENTRAL COLLEGE  
BOARD OF TRUSTEES MEETING  
Monday, October 1, 2018**

**CALL TO ORDER:** The regular meeting of the Board of Trustees was called to order at 7:01 p.m. by Board President Ann Hartley. Other Board members present for the meeting were Joseph Stroetker, Prudence Fink Johnson, Cookie Hays and Eric Park. Also present were President of the College Jon Bauer; Administrators –Interim Vice President of Academic Affairs Robyn Walter, Vice President of External Relations Joel Doepker and Vice President of Student Development Heath Martin; Other Staff – Executive Director of Institutional Effectiveness, Michelle Smith, Director of Financial Services Annette Moore, Director of Public Relations Jay Scherder, Coordinator of Campus Life and Leadership Courtney Henrichsen, Director of Human Relations Wendy Hartmann, Foundation Administrative Assistant Angie Siebert, Campus Police Officer Todd Schlitt, NEA President Tom Fitts, Professional Staff President Jenny Kuchem, Classified Staff Association President Stacy Bellville, Student Government Association (SGA) President Gwen Minks, SGA Recording Officer Josh German, and Executive Assistant to the President Bonnie Gardner.

**RECOGNITION OF GUESTS:** Mr. Scherder introduced Amanda Postma from the *Missourian*.

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF AGENDA:** Each item on the consent agenda shall be deemed to have been duly approved with the same validity as if each action were separately moved, seconded and adopted.

**Motion:** To **approve** the agenda for the October 1, 2018 meeting of the Board of Trustees.  
*Motion by Joseph Stroetker; Seconded by Cookie Hays; Carried Unanimously*

**\*APPROVAL OF MINUTES:** The Board approved the minutes of the August 27, 2018 regular meeting of the Board of Trustees and the September 20, 2018 Board of Trustees Workshop.

**TREASURER’S REPORT AND FINANCIAL REPORT:** Dr. Bauer reviewed the financial statements.

**Motion:** To **approve** the treasurer’s report, the financial report and the payment of bills subject to the annual audit.  
*Motion by Prudence Fink Johnson; Seconded by Eric Park; Carried Unanimously*

**ACCEPTANCE OF BIDS:** Vice President Doepker stated that the recommended purchase of three trainers for the Industrial Engineering Technology program is to replace the current units which are approximately 20 years old. The College will pay 25% of the costs with the remainder funded through Vocational Enhancement Grant funding.

**Motion:** To **approve** the purchase of three combined mechanical trainers and workstations for the Industrial Engineering Technology program from Design Assistance Corporation, Swedesboro, New Jersey (a sole source provider) at a total cost of \$57,831 to be reimbursed at 75% by the state of Missouri Vocational Enhancement Grant program.

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

Dr. Bauer noted that work continues with Johnson Controls to obtain updated pricing for critical HVAC units identified in phase 2 of their performance management contract. There are a number of units at or well beyond their useful life. A recommendation will be presented at the next meeting to begin replacement of these units before they fail.

**SUICIDE AWARENESS & PREVENTION POLICY:** This policy is required by state statute and the draft presented was initially developed by former Vice President Shelli Allen. It has been vetted through legal counsel and the Shared Governance Council, which recommends approval. The policy provides definitions and procedures to be followed should staff observe suicidal behavior. Dr. Bauer noted that policy changes/additions typically are provided for review and then brought back to the next meeting for approval. However, he is asking the Board to waive the first reading and approve at this meeting.

**Motion:** To **waive** a first reading and **approve** a new Board Policy and associated procedures, BPP 3.29 Suicide Awareness & Prevention, as attached.

*Motion by Eric Park; Seconded by Cookie Hays; Carried Unanimously*

**BOARD POLICY & PROCEDURE UPDATES:** Dr. Bauer reviewed changes proposed by the Shared Governance Council for the tuition and reimbursement policy. The changes will provide for reimbursement for an employee pursuing a credential short of an advanced degree; currently this is handled as an exception to the policy. These changes will make clear to employees that this reimbursement is available and will allow employees to pursue education that will be of value to the College.

The Shared Governance Council has also recommended adding a policy to make domestic partners eligible for benefits that are currently only available to spouses. There are a number of employees who are not married but in committed relationships who would be able to obtain insurance coverage for their partners. The College pays the premiums for employees; employees pay for dependents and spouses. In addition, employees currently cannot use sick leave or bereavement leave for domestic partners without requesting approval for an exception to policy. These items, as well as tuition waiver benefits, would be provided under the proposed change. The draft has been reviewed by legal counsel.

Both parties will sign an affidavit indicating they are in an exclusive, mutual commitment similar to marriage that has been in existence for at least six months prior to signing the affidavit. Concern was expressed that current law recognizes same-sex marriage but does not recognize domestic partnership as a legal structure and that this change would have been more relevant prior to the recognition of same sex marriage. Dr. Bauer noted that this language was drafted in response to employee interest.

Both policy/procedure changes will be presented to the Board for action in November.

**ACCREDITATION UPDATE – EMS/OTA/NURSING:** Vice President Walter presented information regarding accreditation visits in the health sciences departments. She introduced Tom Fitts to discuss paramedic accreditation. The paramedic level courses are accredited by the Commission on Accreditation of Allied Health (CAAHEP) upon the recommendation of the

Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). The program is required to be nationally accredited for students to take the National Registry of EMT's exam to obtain their license to work. Accreditation is a five-year cycle. The review team was on site at the end of September and was pleased with the visit. They stated the program has dedicated, knowledgeable faculty as well as good student outcomes and a solid curriculum. CoAEMSP approval is expected in May and final approval from CAAHEP is expected in July.

The OTA program is a consortium of five community colleges in the state designed to meet the needs of rural areas in Missouri. There are 45 students statewide in the program. Accreditation is by the Accreditation Council for Occupational Therapy Education (ACOTE) and program accreditation is required for students to sit for the national exam. The site visit occurred in July 2018; the program was reaccredited for the maximum period of seven years. The ECC cohort has a 100% pass rate on the national exam for the past three years; a pass rate of 80% is required. Graduate satisfaction with the program is high and an evaluation of employer satisfaction is in progress.

The Nursing program is approved by the Missouri State Board of Nursing (MSBN). The MSBN is not an accrediting body, so it is an approval process and students are required to participate in an approved program to sit for the licensing exam. The MSBN is accredited by the U.S. Department of Education, so the program is considered accredited by the Department of Education. Pass rates on the licensing exam over the last five years have been above the state and national averages; the 2018 pass rate is 100% for Union and 91.6% for Rolla. A pass rate of 80% is required in Missouri and full approval is lost if that rate is not maintained for two years in a row. Employment rates, employer satisfaction rates, and retention rates are tracked and reported annually to the State Board. Retention rates are based on completion of the program in 150% of the time. The employment rate is 98% in Union and 96% in Rolla; there are some students who continue their education and don't enter the job market immediately. Retention rates are 70% in Union and 78% in Rolla; efforts are underway to provide more support to help with retention.

**\*PERSONNEL:** The Board **approved** the appointment of Melissa Schall Willmore as Project Coordinator, SkillUP Program, effective October 1, 2018 through September 30, 2019 at an annual salary of \$49,000 to be funded by the Missouri SkillUP Program grant; and the appointment of Robert Chad Baldwin as Director of Online Learning and Educational Technology at an annual salary of \$63,500 effective October 2, 2018 and eliminated the position of Instructional Design Manager. The Board also **approved** changes to the adjunct faculty roster for fall semester 2018 as shown on the attached.

**BOARD PRESIDENT'S REPORT:** Ms. Hartley reported that she attended the recent Strategic Planning Committee meeting; the group was enthusiastic and the facilitator was very knowledgeable. Ms. Hays noted that the Shared Governance Council is beginning to "find its way." The Board has registered for the upcoming MCCA convention.

**REPORTS:**

**A. FACULTY ASSOCIATION & ECC-NEA REPORT:** ECC-NEA President Tom Fitts reported for both faculty groups. Congratulations were extended to Leigh Kolb for her recent recognition by the Washington Chamber as an Outstanding Young Professional, Mike Palazzola for his

recognition by MCCA with the Mel Aytes Faculty Innovation Award for his restaurant concept; and Connie Lutz for her recognition by MCCA as an Outstanding Adjunct. Faculty committee work is underway. The Faculty Association is barbequing at the 50<sup>th</sup> Anniversary Alumni Bonfire.

NEA leadership has met with the mediator from the Department of Labor to start the negotiation process for the upcoming year.

- B. PROFESSIONAL STAFF ASSOCIATION REPORT:** Professional Staff Association President Jenny Kuchem reported that the Center for Workforce Development is expanding apprenticeships in the fall. The Learning Center has applied for certification by the National College Testing Association, which focuses on testing best practices. The Financial Aid department will hold FAFSA workshops in October and November and will be conducting workshops in high schools. Early FAFSA completion is being promoted with prize drawings. Student services staff are working on the yearly gainful employment reports that are required for Title IV funding. The Library hosted Big Machines on September 22 with over 400 adults and children in attendance. Library staff have presented 20 library research skills classes this fall.
- C. CLASSIFIED STAFF ASSOCIATION REPORT:** Classified Staff President Stacy Bellville reported the fall fundraiser for the scholarship fund will be a raffle for Thankful Baskets. The association is adopting a family for Christmas through Loving Hearts and nominations are being accepted for the fall Spotlight Award. Classified staff appreciate the opportunity to be at the table for the committee work now underway.
- D. STUDENT GOVERNMENT ASSOCIATION:** SGA President Gwen Minks reported the candidate forum held on September 20 in conjunction with the Civic Engagement Committee was received very positively with 16 candidates participating. There was good participation in the recent Falcon Fest and over 600 items were collected in the recent food drive co-sponsored with the 50<sup>th</sup> Anniversary Committee. Hispanic Month will be celebrated with a Salsa Night on October 4. PTK and SGA are collaborating on a chalkboard for students. SGA will be hosting “What’s the T with Dr. B” to provide an opportunity for Dr. Bauer to talk with students.

**PRESIDENT’S REPORT:** Dr. Bauer noted that the chalkboard referenced by Ms. Minks will be in Buescher Hall between the library and student service area; the board will be used by clubs.

The Strategic Planning Committee, with broad representation from across the campus, has reviewed the Student Experience Statement that will be at the center of the planning process. The SWOT analysis survey will be closing this week and the process is on target to finish the plan by the end of the academic year. Dr. Bauer complimented the tri chairs leading effort and noted there is a lot of energy around the plan development.

As a follow up to the budget workshop, Dr. Bauer noted that information on dual credit rates across the state is being compiled. Charges range from \$25 per credit hour to \$120 per credit hour, with ECC charging \$42.50. Dual credit is being offered in most schools across the district and service region. More detailed information by school will be sent to the Board. The Budget Committee will begin work this week and will be meeting throughout the academic year.

The Board was reminded of upcoming events including the theatre production, PTK induction at Union and Rolla, the 50<sup>th</sup> Anniversary Alumni Bonfire on October 25 and the November 10 International Day event.

**EXECUTIVE SESSION - REVISED STATUTES OF MISSOURI 2004, SECTION 610.021  
(3) PERSONNEL:**

**Motion:** To **enter** into executive session per RSMo 2004, Section 610.021(3) Personnel at 7:56 p.m.

*Motion by Joseph Stroetker; Seconded by Cookie Hays*

The following roll call vote was taken, and the motion carried.

  yes   A. Hartley              yes   P. Johnson              yes   E. Park  
  yes   J. Stroetker             yes   C. Hays

No action was taken during the executive session.

**Motion:** To **resume** open session at 8:27 p.m.

*Motion by Prudence Johnson; seconded by Cookie Hays*

The following roll call vote was taken, and the motion carried.

  yes   A. Hartley              yes   P. Johnson              yes   E. Park  
  yes   J. Stroetker             yes   C. Hays

**ADJOURNMENT:**

**Motion:** To adjourn the October 1, 2018 public Board of Trustees meeting at 8:27 p.m.

*Motion by Eric Park; Seconded by Prudence Johnson; carried unanimously.*

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President, Board of Trustees

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Secretary, Board of Trustees