

**JUNIOR COLLEGE DISTRICT OF EAST CENTRAL MISSOURI
BOARD OF TRUSTEES MEETING
Monday, April 10, 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, Cookie Hays, and Audrey Freitag. Eric Park and Prudence Johnson were absent. Also present were President of the College Jon Bauer; Administrators – Vice President of External Relations Joel Doepker, Vice President of Finance and Administration DeAnna Cassat, and Vice President of Student Development Sarah Leassner; Faculty – Faculty Association President Reg Brigham, ECC-NEA Vice President Parvatha Govindaswamy, Accounting/Business Instructor Tanner French; Other Staff – Dean of Health Sciences Nancy Mitchell, Human Resources Director Carrie Myers, Rolla Campus Director Christina Ayres, Director of Communications & Marketing Gregg Jones, Executive Director of Institutional Effectiveness Michelle Smith, Foundation Executive Director Bridgette Kelch, Campus Police Officer Todd Schlitt, Professional Staff Association President Carson Mowery, and Executive Assistant to the President Bonnie Gardner; Student – Student Government Association President Brooklyn Hyatt.

RECOGNITION OF GUESTS: Gregg Jones introduced Jon Riley from the *Missourian*.

PUBLIC COMMENT: There was no public comment.

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

Motion: To **approve** the agenda for the April 10, 2023, 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 March 4, 2023, Board retreat and the March 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 February 28, 2023. She noted that local revenue is above last year at this point but falling a bit short based on the budgeted amount. FY24 budget projections are being adjusted accordingly. Tuition and fees are above last year but also falling short of the budget projection due to enrollment decreases this spring. One CD has been reinvested to receive a higher interest rate; the additional revenue outweighs the penalty.

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

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

FY24 BUDGET DEVELOPMENT: Dr. Bauer stated that the administration is on target to finalize the budget for June approval. Revenue estimates continue to be refined. Little change is expected in state aid projections. The biggest area of volatility is enrollment. It is early in the enrollment cycle, and small numbers make large differences in the percentages. Enrollment will begin to solidify in May. Revenue is projected at \$21,581,082 using zero enrollment growth as a basis.

On the expense side, non-personnel budget requests from the budget managers have been inserted and compensation/benefits have been rolled over at the current cost to derive a starting point. Using those numbers produces a \$466,557 deficit. Work will now be done to balance the budget.

COURSE FEES – OTA & HIM: Course fees were approved in February, but two additional recommendations were made for courses offered through the Missouri Health Professions Consortium. Incorporating these costs into course fees will allow students to use their financial aid to pay charges related to their training program.

Motion: To **approve** the addition of the following course fees for the Occupational Therapy Program and the Health Information Management Program:

OTA 270	Professional Skills	\$550
HIM 213	Professional Practice Experience	\$100

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

FACULTY PROMOTION IN RANK: Dr. Bauer explained that faculty must develop a portfolio that is reviewed by the Rank and Promotion Committee to be considered for promotion in rank. The faculty member must demonstrate teaching effectiveness, contributions to the College or the discipline, scholarly and creative endeavors, and community service.

Motion: To **approve** the promotion of Dr. Isaiah Kellogg and Tracy Mowery to Associate Professor, and the promotion of Josh Stroup and Jessica Van Leer to Assistant Professor effective with the 2023-24 academic year.

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

CITIZENS ADVISORY COMMITTEE: Dr. Bauer stated that the College's general obligation bonds will retire in 2026. The Board has a pending decision regarding the 9.9 cent debt service levy that supports these bonds. There are three options open to the Board – 1) do nothing and the 9.9 cent levy goes away, 2) additional bonds can be issued to support another building project (this requires a 4/7 majority on a ballot issue), or 3) the existing debt service levy can be transferred to the operating levy which would provide no tax increase to the community but would change how the funds generated by the levy can be used (this requires a simple majority on a ballot issue).

A citizens' committee would be tasked with reviewing the College's financials to determine the best option for moving forward and making a recommendation to the Board. The Board supported the establishment of such a committee, and Dr. Bauer indicated he will entertain suggestions for membership from Board members. Over the next month, he will contact potential members to ascertain their willingness to serve and then will present a proposed committee roster for acceptance at the May Board meeting. Ten to fifteen members will be selected to represent the communities in the College district. They will be provided with information about the debt structure and options, College financial information, and operational needs. If a ballot issue is determined to be the best option, the earliest election date possible is in April 2024. It is hoped the committee can provide a recommendation to the Board no later than the October meeting.

***PERSONNEL:** The Board **approved** the reappointment of the following administrators for the 2023-2024 fiscal year: DeAnna Cassat, Vice President, Finance and Administration; Joel Doepker, Vice President, External Relations; Sarah Leassner, Vice President, Student Development; and Dr. Robyn Walter, Vice President, Academic Affairs. The Board also **approved** the reappointment of full-time faculty for the 2023-2024 academic year as listed in the attached memorandum.

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

REPORTS:

- A. FACULTY ASSOCIATION REPORT:** Faculty Association President Reg Brigham reported that upward feedback has been expanded to include the vice presidents. Surveys are open now and the vice presidents will receive results in a few weeks.
- B. ECC-NEA:** NEA Vice President Parvatha Govindaswamy indicated the NEA had no report.
- C. PROFESSIONAL STAFF ASSOCIATION REPORT:** PSA President Carson Mowery reported that several PSA members presented at the recent Assessment Showcase. Many donations were received for Project Prom, and 18-20 people received prom attire at no cost. This will be a standing event. Stephanie Hebert attended the Ellucian Live conference in March. Ellucian is the student information system. SkillUp enrolled 25 students in credit/noncredit programs over the last year. This program serves the underrepresented demographic of older and single-parent students.
- D. CLASSIFIED STAFF ASSOCIATION REPORT:** The CSA had no report.
- E. STUDENT GOVERNMENT ASSOCIATION REPORT:** SGA President Brooklyn Hyatt reported that students assisted with the recent Messy Play Night; 180 children were in attendance. SGA assisted with Project Prom and recently hosted an egg hunt with about 260 eggs hidden around the Union campus. SGA will host a trivia night on April 14 and have a booth at the Earth Day Celebration on April 29.

PRESIDENT’S REPORT: Dr. Bauer reported that the contractor is expected to begin canopy installation on the pedestrian bridge later in the week. It is hoped the entire project will be completed before commencement.

The Missouri House has passed the budget and it is now in the Senate. The Senate Appropriations Committee is expected to take up the budget later in the week and it must be sent to the Governor in about four weeks. There are several property tax bills under consideration; some limit the rate of increase, some eliminate property taxes, and many propose variations between those two actions. Personal property tax accounts for about 20% of ECC’s revenue so any change will be impactful.

It is generally expected that federal appropriations will be flat this year. One item of interest at the federal level is the reauthorization of the farm bill. This has bipartisan support, and the current version includes capacity-building grants for community colleges to start or expand ag programs.

The home baseball dugout will be dedicated in honor of the first baseball coach, Tom Dill, on Saturday, May 6. The targeted time for the dedication is 11:30 a.m. depending on the length of the first tournament game.

ADJOURNMENT:

Motion: To **adjourn** the April 10, 2023, public meeting of the Board of Trustees at 6:17 p.m.

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

President, Board of Trustees

Secretary, Board of Trustees



OFFICE OF THE VICE-PRESIDENT OF ACADEMIC AFFAIRS

TO: Dr. Jon Bauer
DATE: May 8, 2023
FROM: Robyn Walter, Vice President of Academic Affairs
RE: Reappointment of Full-time Faculty

Recommendations by the Vice President of Academic Affairs for reappointment/non-reappointment for AY2024:

Reappointment - Annual Contract

Blakely, Joannie; Bland, Bobby; Brown, Clarissa; Clark, Brittany; Chick, Michelle; Daman-Scheel, Kim; Derifield, Timothy; Ditmeyer, Laura; Elias, Jon; Firle, Luke; Fisher, Jessica; French, Tanner; Grindel, Brandi; Hancock, Kami; Holtmeyer, Katie; Miles, Jeannie; Ong, Vu; Prince, Wayne; Scheer, Kelsey; VanBibber, Megan; VonTress, Aurelia; Wall, Jennifer; Watson, Brian

Reappointment from Annual Contract to Tenure

Chirban, Julie; Clonts, Duane; Velic, Adisa

According to Board policy, a faculty member is eligible for Tenure in August 2023 based on hire date.

Reappointment - Tenure

Aramburu, Ellen; Austin, Grace; Barro, Linda; Barton, Sean; Bieker, Judy; Bounds, Aaron; Brigham, Reginald; Derifield, Coreen; Dixon, Kevin; Durbin, Jason; Esbeck, Nathan; Estes, Anne; Flotte, Elizabeth; Gifford, Matthew; Goodson, Jenifer; Govindaswamy, Parvi; Hanneken, Lisa; Hardecke, John; Haynes, Shane; Henderson, Russ; Higerd, Jennifer; Hovland, Joseph; Howard, Rachel; Judd, Jennifer; Kellogg, Isaiah; Kolb, Leigh; Mahon, Robert; Monzyk, Matthew; Mowery, Tracy; Palazzola, Michael; Pecka, Wendy; Pohlman, Dennis; Pulles, Keith; Roberson, Shaun; Sayles, Nanette; Sexton, Timothy; Stotler, Gregory; Stroup, Joshua; Van Leer, Jessica; Winters-Rozema, Beth; Wissbaum, Connie

Approval:

Robyn C. Walter
Robyn Walter, Vice President of Academic Affairs

3/29/2023
Date