

**MISSOURI SOUTHERN STATE UNIVERSITY**  
**Board of Governors**  
**Minutes**

**October 21, 2016 – 1:00 pm**  
**Billingsly Student Center, Room 310**

The October 21, 2016, meeting of the Missouri Southern State University Board of Governors was called to order by Mitch McCumber, Chair. Governors in attendance were Jim Fleischaker, Tracy Flanigan, Michael Franks, Bill Gipson, Keith Hankins, Mitch McCumber, and Anita Oplotnik; Alison Hershewe was absent. Others in attendance were Dr. Alan Marble, Rachel Burleson (for Jared Bruggeman who was absent), Dr. Paula Carson, Darren Fullerton, Dr. Brad Hodson, Rob Yust, Dr. Brad Creamer, Chris Owens, Amanda Gardner, Jon Dermott, Linda Eis, and Sharon Odem.

**ANNOUNCEMENTS**

Chair McCumber called the meeting to order at 1 o'clock and welcomed everyone. No additional announcements were given. Agenda items were presented as follows:

**MINUTES**

Chair McCumber asked if there were any additions or corrections to the minutes of the September 16, 2016, Board meeting; none were noted.

*A motion was made by Bill Gipson and seconded by Jim Fleischaker to approve minutes of the September 16, 2016, Board meeting as submitted. Motion passed unanimously. (Minutes are archived in the permanent record book.)*

**REPORTS**

**Treasurer (Ms. Linda Eis):**

Financial Statements for the period ending September 30, 2016 were presented as follows:

- Cash Graph
- Statement of Net Position
- Statement of Revenues, Expenses, and Changes in Net Position
- Comparative Statement of Revenues, Expenses and Changes in Net Position
- Cash Flow Statement

**Cash:** For the current year, FY2017, the cash balance as of September 30, 2016, shows unrestricted cash, Board Designated Cash & Board Designated Investments at \$15.1 million; an increase over the prior year of \$3.6 million. A lot of activity takes place in September when financial aid flows through for disbursement. During the month of September, 2016 a little over \$6,375,000 in financial aid was distributed to 2,685 students.

**Statement of Net Position:** As of September 30, 2016, Total Assets are \$149 million, Total Liabilities are \$76 million and Total Net Assets are \$73 million. As noted during last month's Board meeting, the semi-annual bond payment of approximately \$2.2 million was made in September; approximately \$1.6 million was principal and approximately \$600,000 was interest.

**Statement of Revenues Expenses and Changes in Net Position for Three Months Ended September 30, 2016:** This statement is presented quarterly to provide information on actual versus budget.

**Comparative Statement of Revenues Expenses and Changes in Net Position:** Looking at the difference column,

- **Total Operating Revenue** increased by \$1.97 million over the prior year mainly due to increased tuition of \$1.2 million largely due to increased enrollment and expanded masters programs. State grants increased \$202,000 and Access MO increased \$187,000 (aid students do not pay back). Linda noted the max award for Access MO has increased from \$1,850 in FY16 to \$2,250 in FY17.
- **Total Operating Expenses** increased by \$293,000.

## **REPORTS**

### **Treasurer (continued):**

- **Non-Operating Revenue** increased by \$854,000. Linda noted positive results are being seen due to the lower interest rate on capital asset-related debt. To-date an approximate savings of \$101,000 is being seen due to savings from bond debt refunding and savings from no bond issuance this year.
- **Income Before Other Revenues** comparing the current year, \$9.7 million, to the prior year of \$7.2 million, shows an increase of \$2.5 million.
- **Other Revenues** show an increase of \$726,000 mainly due to capital appropriation reimbursements from the state for work on Reynolds Hall. Reimbursements from the state for the Reynolds Hall project, which occur each month, continue to go smoothly and are being received within a five day turn around. \$1.3 million in reimbursements have been received so far this year.

*A motion was made by Michael Franks and seconded by Jim Fleischaker to approve the September 30, 2016, financial statements as presented. Motion passed unanimously. (A copy of the financial statements for September 30, 2016, is attached to the minutes in the permanent record book.)*

### **Vice President for Business Affairs (Mr. Rob Yust):**

*Note: Highlights of Rob's report are as follows.*

- **Reynolds Hall Remodel** – The 3rd floor renovation is approximately 75% complete and on schedule to be completed in December. Piping for the new air handler on the 1<sup>st</sup> floor is being installed during the time classes are not in session in anticipation of beginning the 1<sup>st</sup> floor remodel in the spring. The design of Nixon Hall is nearing completion. A ground breaking will be planned in late November or early December in order for Governor Nixon to attend.
- **Joplin Regional Center/Child Development Center** – Abatement of asbestos is complete and all the air samples have come back clean. MSSU's portion of the building, 12,000 square feet, has been demoed and new walls are being installed. This project remains on time in anticipation to move the CDC into this renovated facility during spring break of 2017.
- **Taylor Hall Remodel** – Fine tuning of the design work for the portion of Taylor Hall that will be vacated by the CDC as well as an addition to Taylor Hall is underway including working thru HVAC changes that are necessary for this renovation and addition. As noted previously, this project is needed to provide UMKC adequate space to house their Satellite Dental program in the Julio S. León Health Sciences building. A timeline for occupancy by UMKC is July 1, 2017 with an anticipated program start date approximately one year later.
- **Trail Project w/City of Joplin** – The City of Joplin will send plans for the trail to MoDOT by the end of the month. A meeting with the City is planned in the near future regarding trail details.

### **Director of Athletics (Mr. Jared Bruggeman – Report given by Rachel Burleson):**

*Highlights of the report are as follows. Additional information can be found in a handout distributed to the Board that is attached to the minutes in the permanent record book.*

- **Updates:**
  - ✓ **Cross Country** – The Lions Cross Country team will participate in the 2016 MIAA Cross Country Championships, hosted by Lindenwood University. The Southern men are the second-ranked team in the Central Region and are ranked 16th nationally. The women are ranked seventh in the Central Region.
  - ✓ **Mike Racy, new MIAA Commissioner**, will visit campus on November 29<sup>th</sup>.
  - ✓ **The Equity in Athletics Data Analysis (EADA)** report, required by the NCAA, is due October 28<sup>th</sup>. This report is a collaborative effort with the Treasurer's office and the Foundation.
  - ✓ **The annual NCAA National Convention** will be held in January, 2017. Eighteen new legislative changes will be discussed as part of the convention.
  - ✓ **MOSO Madness**, the annual kickoff for basketball, is scheduled for October 25<sup>th</sup> and will feature free food, autographs by the teams and fan contests.

### Director of Athletics (continued):

- ✓ A new **mobile app** for Athletics is being developed in partnership with Arvest Bank. This new app will enable fans to purchase tickets, receive promotional offers, purchase apparel, listen to games, and view stadium maps from mobile devices. The launch of this new app will take place the end of October.

### Executive Vice President (Dr. Brad Hodson):

*Highlights of Dr. Hodson's report are as follows. Additional information can be found in a handout distributed to the Board that is attached to the minutes in the permanent record book.*

- A **Momentum Campaign** was launched on October 1<sup>st</sup> to capture the excitement of MSSU's record enrollment and launch of new academic programs. Dr. Hodson congratulated University Relations on this original idea and outstanding videography by MSSU's Brian Mehrens. This six week campaign will include advertisements on billboards, commercials on the four major networks including primetime NFL and college football games and print ads in area magazines.
- A new **"Freshman Enrollment Report"** has been created through a collaborative effort between the Offices of Admissions and University Relations. This report will be produced on an annual basis and details demographic statistics of the entering freshman class, interesting historical information about the year the freshman were born and other interesting facts to help engage faculty and staff with these new students.
- A **"Yours to Lose" promotion** took place over the summer with information being sent to over 4,000 high school students in ten Midwest states who met specific academic credentials required for "Yours to Lose". As a result 80 inquiries have been received to-date requesting additional information about this unique medical program. Through a collaborative effort between faculty, the Office of Admissions and University Relations, a 16-page prospectus has been created for follow-up to promote this program.
- As a result of a SWOT analysis the Board participated in during the spring of 2015, a **Data Entry Project**, is complete. The project took 12 months to complete resulting in 30,000 names being added to the Foundation database bringing the total number of constituent names and address to 75,000. All the entries had to be made by hand and were gathered card by card through records in the Registrar's office. This is the first complete known record of all individuals who have ever attended MSSU. Twenty percent of the database will be reviewed and updated by an outside group to keep it current in the future.
- The **Japanese Ambassador, Kenichiro Sasae**, visited MSSU on October 13<sup>th</sup> as part of a tour of Southwest Missouri led by Congressman Billy Long. Currently 24 students from Japan are attending MSSU and all were able to participate in a special lunch event in honor of the Ambassador's visit.
- "Save the date" for the inaugural **Webster Medallion** presentation scheduled for Tuesday, November 15<sup>th</sup>. Senator Ron Richard will be the recipient of this award which honors "an elected official who has made significant contributions to the public good and demonstrated political leadership at the local, state, or national level in the spirit of Richard M. Webster".

### Provost and Vice President for Academic Affairs (Dr. Paula Carson):

*Note: Highlights of Dr. Carson's report are as follows. Additional information can be found in handouts distributed to the Board that are attached to the minutes in the permanent record book.*

- **Accreditation Updates** included information about NACEP (National Alliance of Concurrent Enrollment Partnerships) which ensures that college courses taught by high school teachers are as rigorous as courses taught on the sponsoring college's campus; the Social Work program which just underwent its two year review in its accreditation process; Engineering Technology which recently finished its accreditation visit; Music which will begin a self-study in the near future to explore accreditation.

### Provost and Vice President for Academic Affairs (continued):

- **Academic Policies** is exploring ways to change advising and registration to better serve students. Changes under consideration include adding registration for Veterans to a special group; increasing priority registration from two to four weeks; changing the minimum number of hours required to earn a baccalaureate degree to 120 to be in compliance with SB997; and the implementation of “15 to Finish” Complete College America initiative.
- The **“15 to Finish” statewide kickoff** held on October 12<sup>th</sup> at MSU was well attended and provided information about “Game Changers” to achieve higher graduation rates as follows:
  - ✓ **Co-requisite remediation** will do away with remedial courses as they are currently offered. Unprepared students will enroll in a parallel remedial course concurrently with the course they are unprepared to take.
  - ✓ **Full-time** enrollment will be 15 credit hours instead of the current 12 per semester. Degree requirements to earn a bachelor’s degree will be capped at 120 hours.
  - ✓ **Structured schedules** will be established in order to add consistency and enable students to complete degrees faster by ensuring courses are offered when needed and seats are available.
  - ✓ Through **Guided Pathways to Success (GPS)** students will begin their course of study in a limited number of “meta majors” which will then narrow down into specific majors to assist in earning a degree faster. Every semester of study will be mapped out for each program from the beginning and “milestone” courses will be guaranteed to be available when needed.
- Dr. Carson shared a copy of a printed schedule booklet and noted with the college catalog moving to on-line within the next two weeks, plans are underway to gather student and advisor feedback regarding also placing future schedule books online. Online availability would allow for ongoing updates and availability from any electronic device.

### Vice President for Student Affairs (Mr. Darren Fullerton):

*Note: Highlights of Darren’s report are as follows. Additional information can be found in a handout distributed to the Board that is attached to the minutes in the permanent record book.*

Darren provided the following updates:

- **Mid-Term Grades** were due October 19<sup>th</sup>. Initial reports are complete and various offices are contacting students needing support.
- **Priority Registration for spring 2017** begins on November 4<sup>th</sup> and will continue through November 21<sup>st</sup> when open enrollment begins.
- The current **Perkins loan program** expires on September 30, 2017. Currently \$400,613 in Perkins loans have been offered to 199 students for the 2016-17 academic year.
- **Green Dot** training, a bystander intervention program used to prevent violence and sexual assault offered by University Police, has two upcoming workshops scheduled on November 4<sup>th</sup> and 11<sup>th</sup>.
- Ken Kennedy, University Police Chief, recently completed **Forensic Experiential Trauma Interview training**. This training enables investigators and interviewers to understand how victims actually experience assaults and record them into brain memory which helps understand the traumatized person’s experience and provides more accurate information.
- **Advising** has completed 602 appointments with current, new and transfer students so far this fall.
- **Tutor Day** was held on September 28<sup>th</sup>. Seven different high schools and 119 high school tutors participated in this training who will go back to their schools and conduct training learned at MSSU.
- During the first seven weeks of the semester, the **Student Life Department** has had at least one “touch point” with 2,954 individual MSSU students which means these students have attended at least one event offered through Student Life; an increase of 32% from this time last year.

**Faculty Liaison (Dr. Brad Creamer, Faculty Senate President):**

*Note: Highlights of Dr. Creamer's report are as follows. Additional information can be found in a handout distributed to the Board that is attached to the minutes in the permanent record book.*

Due to the large volume of Academic Policies materials for consideration, the Faculty Senate met on October 3<sup>rd</sup> and again on October 10<sup>th</sup>.

- **Old Business** – none to report.
- **New Business items voted on and approved from the Academic Policies committee:**
  - ✓ AP 16-17:08: Reduce the upper division hour requirement from 40 to 39; reduce the hour requirement to earn a bachelorette degree from 124 to 120. Wording change in transfer policy.
  - ✓ AP 16-17:09: Expand dates for registration and include Seniors and Veterans in the same time span for registration.
- **New Business items voted on and approved from the Faculty Welfare committee:**
  - ✓ FW 16-17:01: New sliding calculator to determine faculty compensation for summer courses. Senate voted to accept a modified version of the Faculty Welfare Summer School Compensation report.
- **Reports and proposals from the Health Science and Arts and Sciences School Curriculum Oversight committees.** (Refer to detail included in the Board meeting packet which include changes in Dental Hygiene at the request of the Commission on Dental Accreditation.)
- The **next Faculty Senate meeting** is scheduled for November 7<sup>th</sup>.

**Staff Liaison (Chris Owens, Staff Senate President):**

Chris reported on work from the following Staff Senate committees:

- The **Angel Tree committee** has begun work for this year's project (3<sup>rd</sup> annual) which will provide gifts for up to 50 children (up to the age of 15) of students who are Pell-eligible.
- The **Election committee** has announced winners of the **3rd Quarter Service Champ** award who are Cindi Fletcher, Lyle Burrow and Ken Surbrugg.
- The **Staff Welfare committee** is proposing a Staff Appreciation Wall located across from Human Resources that will feature name plates listing staff who have completed 20, 25 and 30 plus years of service. Winners of the annual Superior Service Award will also be featured in conjunction with the Appreciation Wall. The cost of funding the wall and the annual Superior Service Award plaque will be paid by the Foundation.

**Student Representative (Ms. Amanda Gardner, Student Senate President):**

Amanda reported Student Senate is experiencing a great start for the fall semester. All vacancies on the Senate as well as committee vacancies have been filled.

**Board Committees:**

**Academic Affairs Committee (Tracy Flanigan, Chair):**

Committee has not met; no report was given.

**Budget Audit Committee (Bill Gipson, Chair):**

Bill Gipson reported the Budget Audit committee met before today's Board meeting. The annual audit was presented in detail by representatives from BKD. Time was also spent looking at a report under development that will be used for cash projections. When fully developed, this report will be included in the Financials presented each month by the Treasurer. During the February meeting of the Budget Audit committee, a target for cash-on-hand will be discussed.

**Budget Audit Committee (continued):**

Time was also spent discussing in great detail financing needed for construction projects which is estimated by Rob Yust to be up to \$15.5 million. Committee members were in agreement, consideration of securing financing up to \$15.5 million over a 10 year period should move forward to the Board for consideration. Due to her expertise in finance, Anita Oplotnik has been asked to work with administration regarding banking and investment opportunities. On behalf of the Budget Audit committee, Mr. Gipson brought forward the following proposal in the form of a motion:

*A motion was made by Bill Gipson and seconded by Jim Fleischaker to authorize the Administration to solicit request for proposals (RFP) to secure financing up to \$15.5 million over a 10 year period to provide funding for construction projects. Motion passed unanimously.*

**Executive Committee (Mitch McCumber, Chair):**

Committee has not met; no report was given.

**Personnel Committee (Mitch McCumber, Chair):**

Committee has not met; no report was given.

**President (Dr. Alan Marble):**

*Note: Highlights of Dr. Marble's report are as follows. Additional information can be found in a handout distributed to the Board that is attached to the minutes in the permanent record book.*

- The date has been set for the next **HLC accreditation** site visit to MSSU which will take place in February of 2019. MSSU's current Strategic Plan will expire soon and a work session by the Board will be needed early in the spring of 2017 to develop a clear vision for MSSU's future.
- MDHE held a statewide kickoff for "**15 to Finish**" on October 12<sup>th</sup> at Missouri State University. Five seats were allotted for the conference and those in attendance from MSSU were Dr. Paula Carson, Dr. Brad Creamer, Dr. Nick Nicoletti, Darren Fullerton and Dr. Marble. MDHE delivered a clear message of not "if", but "when and how" the implementation of "15 to Finish" will take place. The message was clear, "sooner is better than later". One of the first issues is the requirement to change from the current 124 credit hour requirement to a 120 hour requirement for most programs of study. This topic has recently discussed at a University Council meeting and will require a lot of work by faculty and staff committees to determine how this hour reduction can be achieved. The possibility of Banded Tuition is also a great concern for MSSU due to our current tuition rate already being extremely low.
- **University Council**, a 25 member cross section of personnel from across campus, serves as "1) the central clearinghouse and approval point for operational policies and procedures; and 2) the "central huddle" for reporting and feedback for the Great Game of Education." UC membership was expanded this year to include each School Dean and the Bursar's Office which provides additional insight when considering campus wide policies and a clear "line of sight" accountability in GGOE. During the last meeting of UC, Scott Cragin and Jeff Gibson provided an update and preview of the new and improved GGOE "scoreboard" that will enable "unit Level" drill down of financial information.
- Training sessions for Finance-Part 1 & 2 for the **Great Game of Education** have been completed by 58% of employees. Dr. Marble noted these sessions have been presented by "non-finance" faculty and staff and have been very informative with information presented clearly in a creative and fun learning environment.
- The **State Budget** appears to be stable due to Governor Nixon releasing approximately half of the appropriations that were restricted earlier in the year for other agencies. Dr. Marble noted hopefully the release of these appropriations indicates revenues are holding steady.

**President (continued):**

- Dr. Marble included in his report a **chart**, developed by Ballotpedia, with information from the National Association of State Budget Officers, showing the small percentage of Missouri's state budget (4.8%) that goes to higher education in comparison to the surrounding states of Iowa (26.7%), Kansas (25.9%), and Nebraska (14.4%). Dr. Marble noted it is more and more difficult for MSSU to keep operating and serving students with low state appropriations and low tuition. Ongoing work continues with area legislators emphasizing the importance of higher education. Changes in tuition may need to be considered in the near future.

**OLD BUSINESS**

None

**NEW BUSINESS****Consideration of FY 16 Audited Financial Statements (Ms. Linda Eis):**

Linda introduced Kim Hamm, BKD partner who thanked the Board for the opportunity to discuss the FY16 audit in detail during the Budget Audit committee meeting before today's Board meeting. Kim thanked Linda Eis as well as MSSU's financial and student teams for the quality of work they produce and also for meeting BKD timelines in producing financial information and records promptly during the audit process. Kim noted an "Unmodified" or "Clean" (best) opinion audit has been issued by BKD for the FY16 audit. For the third year in a row, there were no findings in both the Finance and Financial Aid audits reflecting outstanding work done by all. The Board as well as Linda thanked the BKD team of Kim Hamm, Ryan Sivill and Kyle Miller for the excellent work their team did on the audit.

*On behalf of the Board's Budget Audit committee a motion to accept the BKD audit for FY2016 as presented was made by Bill Gipson and seconded by Anita Oplotnik. Motion passed. (The complete audit is included with the minutes in the permanent record book.)*

**2012 Board Minutes (Dr. Alan Marble)**

Dr. Marble noted an interesting item pertaining to a change needed in the approved minutes of the September 21, 2012 Board meeting was being brought forward for Board consideration (a copy of the 2012 minutes were provided to the Board).

Recently the Industrial Engineering Technology (IET) program underwent an accreditation review. During the September 21, 2012 meeting of the Board of Governors, during her report, Dr. Pat Lipira, who was VPAA during that time, reported IET was accredited through 2017. During IET's recent accreditation review, the reviewer noted, according to the rules of the Engineering Technology Accreditation Commission, the number of years of accreditation cannot be listed and the minutes of the September 2012 Board meeting need to be amended. After consulting with legal counsel and Dr. Elk Howe, Department Chair of IET, it has been agreed to remove the sentence in the Board minutes that contain the year 2017 and replace it with a generic sentence as follows: "The B.S. in Industrial Engineering Technology was accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, <http://www.abet.org>."

*A motion was made by Jim Fleischaker and seconded by Tracy Flanigan to amend to September 21, 2012 Board minutes as requested. Motion passed. (A copy of the amended September 21, 2012 Board minutes are in the permanent record book.)*

**Consideration of Academic Policies Proposals (Dr. Paula Carson):**

Dr. Carson noted a summary of proposed Academic Policy changes is included in the Board packet. The summary contains a significant number of changes and as noted in Dr. Creamer's report, Faculty Senate met twice during October to ensure the proposals were all reviewed, discussed and considered by the Senate for approval in a timely manner. One significant change noted is the proposal to change required credit hours from 124 to 120 for most bachelorette degree programs and from 62 to 60 for associate degree programs both of which are a first step in preparation for "15 to Finish". Course changes at the request of the Commission of Dental Accreditation were also noted (refer to Reports and Curricular proposal summary for detail).



**Consideration of Academic Policies Proposals (continued):**

*A motion was made by Michael Franks and seconded by Jim Fleischaker to approve the curricular proposal as presented. Motion passed unanimously. (A copy of the Academic Policy summary are attached to the minutes in the permanent record book.)*

**Mansion – National Register (Mr. Brad Belk)**

Mr. Brad Belk, Director of the Joplin Museum Complex and a local historian, thanked the Board for the opportunity to speak regarding the Lucius P. “Buck” Buchanan mansion that has been placed on the National Register of Historic places.

Built in 1926 by Mr. Buchanan, a wealthy mining developer, the mansion has a rich history. After Mr. Buchanan’s death in 1939, the mansion was purchased by Frank and Juanita Wallower and in 1964 was purchased by the Jasper County Junior College District. In 1967 the mansion played a key role in the beginnings of the campus we know today. In 2004 the mansion underwent extensive renovations during which its historic detail was carefully preserved and became the Ralph L. Gray Alumni Center.

The lengthy process to achieve placement on the National Register of Historic places took 16 months. Following today’s Board meeting a ribbon-cutting ceremony and unveiling of two bronze plaques will take place to commemorate this great event.

**Other Items:**

None


**Future Meeting Dates:**


The next meeting of the Board is scheduled on November 18<sup>th</sup>. A date change for the January, 2017 meeting of the Board needs consideration due to Dr. Marble and Jared Bruggeman being at the annual NCAA convention.

**Adjournment:**

Chair McCumber noted a closed executive session of the Board was not needed and asked for a motion to adjourn the meeting.

*A motion was made by Anita Oplotnik and seconded by Michael Franks for the Board meeting to adjourn. Motion passed.*

  
Secretary

  
Chair