

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

**November 20, 2015 – 1:00 pm**  
**Billingsly Student Center, Room 310**

The November 20, 2015, meeting of the Missouri Southern State University Board of Governors was called to order by Jim Fleischaker, Chair. Governors in attendance were Tracy Flanigan, Jim Fleischaker, Michael Franks, Bill Gipson, Keith Hankins, Alison Hershewe, and Mitch McCumber. Others in attendance were Dr. Alan Marble, Rachel Burleson, Darren Fullerton, Dr. Paula Carson, Rob Yust, Dr. David Sharlow, Elisa Bryant, Kyle Prisock, Jon Dermott, Linda Eis, and Sharon Odem; Dr. Brad Hodson and Jared Bruggeman were in nonattendance.

**ANNOUNCEMENTS**

Chair Fleischaker called the meeting to order, welcomed everyone and noted Dr. Paula Carson would bring forward requests to award Emeritus Status at the beginning of the meeting (listed on the agenda under New Business) for Dr. Pat Lipira and to the family of Dr. Al Cade, deceased. Dr. Carson spoke briefly about the steps involved to bring forward a nomination of Emeritus status and noted today's nominations have been vetted by their departments, faculty, students, and also by Faculty Senate. Details about the two honorees were shared as follows:

**Dr. Pat Lipira** – Dr. Jean Hobbs, Department Head, Kinesiology, spoke briefly about Dr. Lipira and her many accomplishments during the 34 years she served at MSSU and noted two of Dr. Lipira's primary focuses were always student learning and student outcome. Dr. Lipira also spoke about her time at MSSU which included 19 years as a coach, 12 years as a Department Head and her final three years as a Vice President.

*A motion was made by Mitch McCumber and seconded by Alison Hershewe to award Emeritus Status to Dr. Pat Lipira. Motion passed.* Dr. Lipira was presented a specially designed medallion in honor of this special event.

**Dr. Al Cade** – Dr. Lorinda Hackett, Department Head, Teacher Education, spoke briefly about Dr. Cade a visionary, educator, friend, mentor and colleague. Dr. Hackett noted the process to be nominated and awarded Emeritus status requires paperwork, and various approvals of which Dr. Cade is very worthy. Dr. Hackett noted Dr. Cade was also a very courageous person and his legacy can be seen today throughout the Teacher Education program.

*A motion was made by Tracy Flanigan and seconded by Bill Gipson to award Emeritus Status posthumously to Dr. Al Cade. Motion passed.* Dorothy Cade, the widow of Dr. Cade, was presented a specially designed medallion in his honor.

**MINUTES**

Chair Fleischaker asked if there were any additions or corrections to the minutes of the October 16, 2015, Board meeting; none were noted.

*A motion was made by Mitch McCumber and seconded by Michael Franks to approve minutes of the October 16, 2015, Board meeting as submitted. Motion passed. (Minutes are archived in the permanent record book.)*

**REPORTS**

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

Linda presented Financial Statements for the period ending October 31, 2015, to the Board as follows:

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

**Treasurer (continued):**

**Cash Graph:** The Cash Graph as of October 31, 2015, shows unrestricted cash, Board Designated Cash & Board Designated Investments at \$9.9 million which is a decrease of \$4.2 million compared to this same time last year. Linda noted extensive construction projects during the last 18 months have had an impact on cash due to timing of paying contractors and receiving reimbursement payments. Ongoing contributions are continuing to be received for these construction projects which will continue to increase cash over time.

Looking ahead to the calendar end of 2015 and the beginning of 2016, timing of financial aid disbursement, which pays a large portion of tuition and fee charges, for the spring 2016 semester will be the first week in February instead of the last week of January when this disbursement took place in 2015. This change is due to the spring 2016 semester beginning one week later. Due to this timing difference, the cash balance at the end of January 2016 will be lower compared to the cash balance at the end of January 2015.

Michael Franks noted Linda, Rob Yust and the finance team are doing a good job with MSSU's finances and the university is doing a good job of leveraging cash towards \$41 million in capital improvement projects, most of which occurred during the last 18 months. As a result of these major capital improvement projects, the University needs the Board's support and approval in order to have more flexibility in managing its finances over the next few months and the following motion was brought forward:

*A motion was made by Michael Franks and seconded by Bill Gipson for the Board of Governors of Missouri State University (Alison Hershewe asked for the motion to be amended to Missouri Southern State University) authorizing the transfer of board designated funds to the normal university reserve accounts and authorizing the Executive Committee of the Board of Governors to approve the redemption of board designated CD's and transfer the receipts to the normal university reserve accounts. Motion passed unanimously.*

**Statement of Net Position:** As of October 31, 2015, Total Assets are \$142 million and Total Liabilities are \$75 million making Total Net Position as of October 31, 2015, \$67 million.

**Comparative Statement of Revenues, Expenses and Changes in Net Position:** In looking at the "difference column", Total Operating Revenues increased by \$1.5 million primarily due to increased tuition revenue and an increase in Access Missouri Scholarships. Total Operating Expenses increased by about \$1 million primarily due to increases in health insurance and scholarships. Total Non-operating Revenues decreased by \$465,000.

**Income (Loss) Before Other Revenues:** As of October 31, 2015, the current year reflects an increase of \$4.36 million compared to the prior's year increase of \$4.28 million which indicates campus operations are doing well. This comparison result indicates an increase between these two years of \$80,000.

**Other Revenues** in the form of Capital Gifts in this current year alone are \$646,000.

*A motion was made by Tracy Flanigan and seconded by Michal Franks to approve the October 31, 2015, financial statements as presented. Motion passed. (A copy of the financial statements for October 31, 2015, 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 Lab Remodel** – Even though funding is not yet available to remodel all three floors of Reynolds Hall, a master plan for a remodel of all 3 floors is complete. This master plan has been developed in order to remodel as much as possible now and ensure current remodeling will not need to be redone when additional funding does become available to complete the entire plan. Time lines for this project include completing the schematic design by the end of December followed by construction drawings; in late March, the contractor, Crossland, will send out bids to subs; in the spring demo of the ceiling and floor tiles as well as the asbestos abatement will occur; and in between the end of the spring semester and the beginning of the summer session demo of walls will occur in order to avoid disrupting classes. Rob noted most demo will be done by MSSU's Physical Plant employees who will have a very small window of time to complete the demo work.

### **Vice President for Business Affairs (continued):**

- ✓ **Reynolds Hall Annex (temporary) Classrooms** – Work updates on the Reynolds Annex included: replacement of all tile floors is complete; replacement in areas where sheetrock had mold is complete; labs and classrooms are being painted; plumbing and electrical tie-ins are being worked on by contractors and new carpet has been ordered and will be installed the first week of December. MSSU staff will move cabinets, furniture, etc. from Reynolds to the Annex and from the third to the second floor of Reynolds as soon as rooms in the Annex are available which is anticipated in mid-December. As part of the master plan to remodel Reynolds, the remodel will take place in stages in order to accommodate the needs of students and faculty the best way possible. Rob noted the upgrades in the Annex are turning it into a very nice space.

### **Director of Athletics (Rachel Burleson for Mr. Jared Bruggeman):**

*Highlights of Jared's report presented by Rachel Burleson 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.*

- ✓ **Brandon Williams**, MSSU alum who plays for the Baltimore Ravens, attended the November 7<sup>th</sup> football game and signed bobble heads for approximately 700 people.
- ✓ **"Trick or Treat So Kids Can Eat"** canned food drive by student athletes was another great success this year with several hundred cans of food being donated to Souls Harbor.
- ✓ The **2015 Division II National Cross Country Championships** will be held at MSSU this weekend. This event will draw student athletes, coaches and family members from all over the United States. A freshman MSSU student athlete from Kenya won the Cross Country Regionals and is currently ranked fourth in the nation.
- ✓ The **Student Athlete Advisory Committee (SAAC)** recently held its annual Talent Show and raised over \$600 for the Make-A-Wish Foundation. This organization is on track to double what it has raised in the past for charitable organizations.
- ✓ The new North End Zone Facility (NEZ) is a wonderful new addition that is being highly utilized. Rachel thanked the Board for their support of this great new facility.

### **Executive Vice President (Elisa Bryant for Dr. Brad Hodson):**

*Highlights of Dr. Hodson's report presented by Elisa Bryant 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.*

#### **Fundraising**

An update on capital project fundraising, broken down by individual projects, was included in Dr. Hodson's written report. One project of particular interest was the remodel of Reynolds Hall. Of the \$1.5 million dollar matching fund project for Reynolds, almost \$600,000 has been committed.

#### **University Relations and Marketing**

The size and appearance of the new *Crossroads* magazine has substantially changed and its circulation has increased from 6,000 constituents to 30,000 due to Dr. Hodson wanting to expand its circulation beyond current donors and alums. A new edition of *Crossroads* has gone to the printer and will be distributed soon.

#### **Alumni Relations**

Many activities are being planned by Alumni Relations to celebrate the upcoming holidays. One event highlighted was the Boutique Bonanza being planned for December 1<sup>st</sup>. This event will feature local artisan works, home décor, jewelry, clothing and many other items that will be available for purchase.

#### **Missouri Southern Foundation**

The annual audit of the Foundation conducted by the Whitlock Company has resulted in a clean and unqualified opinion. This unqualified opinion was presented to the Foundation Board during its November 6<sup>th</sup> meeting and provides assurance to the Foundation Board and donors the Foundation funds are being managed properly.

### **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 a handout distributed to the Board that is attached to the minutes in the permanent record book.*

- ✓ Dr. Carson gave a brief summary of the benchmark model used to develop a **Social Work program** and write a comprehensive self-study. Three benchmarks must be achieved during this systematic, incremental approach; the first of which MSSU's Department of Social Work completed during its site visit on October 22<sup>nd</sup> & 23<sup>rd</sup>. As a result of this site visit, the auditor for the Council on Social Work Education (CSWE) recommended accreditation candidacy status. The Commission on Accreditation (COA) will meet in February of 2016 and it is anticipated MSSU's Social Work program will be approved for candidacy at that time. The anticipated timeline for completing the next two benchmarks are the fall of 2016 and the fall of 2017. If these benchmarks are completed as anticipated, approval for initial accreditation will occur in February of 2018. Dr. Carson noted MSSU's first graduating class of BSW's will occur in May of 2017. This first graduating class will graduate from a program "in candidacy", but when MSSU becomes fully accredited, these students will be permitted to state their diploma came from a recognized accredited program.
- ✓ The **Writing Committee**, following the strategic plan developed while Dr. Pat Lipira was the Vice President for Academic Affairs, continues to make progress collecting and analyzing data with an anticipated completion date of spring 2017. In the past, different areas of campus have had different writing plans and through this process all departments are engaged to achieve a common goal. Special training designed to assist faculty in non-English specialty teaching areas to learn how to "grade" written communications is planned.
- ✓ The **International Mission Advisory Committee** met recently and is made up of a variety of people from a variety of backgrounds that support international education. Dr. Carson noted since 2008, students from MSSU have studied and lived in over 30 different countries. Due to a record number of requests for international trips this year, funding is not available for all trip requests. Some faculty members have volunteered to fund their own travel in order to assist. Currently and in the past, student and faculty safety are of utmost importance in international travel. Dr. Chad Stebbins, Director of International Studies, who was in the audience, provided details about a trip planned to Cuba next year for alums and friends of the University as well as a brief background on other international trips and funding information.
- ✓ Upcoming concerts noted included the **Choral Society** holiday concert, a community choral group directed by retired MSSU faculty member, Dr. Al Carnine, on December 13<sup>th</sup> and the **Choral Flourish**, featuring MSSU choral students under the direction of Dr. David Sharlow, on December 4<sup>th</sup> and 5<sup>th</sup>.

### **Vice President for Student Affairs and Enrollment Management (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.*

- ✓ Spring classes begin January 19<sup>th</sup>. **Open Registration and outreach** in different forms is taking place by the Advising Office to current students who have not pre-registered for the spring semester in order to ensure they are enrolled before the semester break.
- ✓ **First Year Experience and International Studies** recently hosted Nellie Bennett, the author of "Only in Spain", the 2015-2016 common read for UE students. Students had the opportunity to meet Ms. Bennet, attend lectures and have their books autographed.
- ✓ Two open positions have been combined to create a **Veteran's Services Coordinator** position which will serve as the primary point of contact for military service members, veterans and their dependents.
- ✓ A special "Thank you" was noted to the **Student Veterans Organization** for the variety of events they sponsored during Veteran's Week which included a Veterans Day Ceremony, with Rep. Charlie Davis as the guest speaker, and a Veterans Appreciation Luncheon for MSSU and community Veterans.
- ✓ Payment Plans for the spring semester through the **Bursar's Office** are still available and Darren noted a record number of students, 944, enrolled in payment plans for the fall semester.

**Vice President for Student Affairs and Enrollment Management (continued):**

- ✓ The **Student Success Center**, through collaborative efforts with various academic areas, has conducted over 1000 hours of peer tutoring with students. All peer tutors are required to go through certification training, must be recommended by faculty and have a minimum 3.3 GPA.

**Faculty Liaison (Dr. David Sharlow - Faculty Senate, President):**

*Note: Highlights of Dr. Sharlow'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.*

- ✓ Faculty Senate held its second meeting of the semester on November 2<sup>nd</sup> with the primary focus to approve over 100 **curricular changes/additions/deletions** that had been submitted by the School Curriculum Oversight Committees (SCOC's) and the Academic Policies Committee (APC). All items submitted were approved except one that needed correction and it will be returned to the Senate for approval during its next meeting. Dr. Sharlow noted the new procedure for curricular changes/additions/deletions was successful in following the protocol in the newly revised Faculty Handbook (FHB).
- ✓ The **Faculty Senate Executive Committee (FSEC)** recently met with Dr. Carson, Darren Fullerton and Rob Yust (Dr. Marble was out ill) in preparation for the November Faculty Senate meeting. Dr. Sharlow noted the FSEC will hold meetings like this once a month on the Wednesday prior to each Faculty Senate meeting to keep lines of communication open between faculty and the administration. Highlights of this meeting were noted as follows:
  - **ITS Friday (Ideas that Stick)**, based on the TED TALKS model, are being planned for one or two times a semester to bring faculty and staff together to socialize and be inspired. The first ITS Friday was held on November 13<sup>th</sup> and a very interesting lecture was presented by Dr. David McKee about a project worked on with students that resulted in a presentation by a MSSU student at the American Physical Society meeting in Baltimore, Maryland.
  - **UE 100** course syllabus, content, length of course, etc. is currently under review.
  - **ALICE Training** (Alert, Lockdown, Inform, Counter, and Evacuate) is offered at least once each semester by University Policy. The ALICE Team plans to visit individual departments and do assessments regarding ways to improve safety.
  - Work on the campus **Non-Smoking Implementation** is taking place with Student Affairs, HR, Student Senate and the University of Missouri's Partners in Prevention. Various promotional items are being developed and will be used during the spring semester to educate the campus about this change. Tobacco cessation items will be available through the Willcoxon Health Center and MSSU's Wellness Program. Smoking cessation workshops will also be offered in the spring.
- ✓ The **end of the fall semester** is approaching quickly and is ending with good morale and many pre-holiday concerts and events planned.

**Staff Liaison (Ms. Elisa Bryant – Staff Senate, President):**

- ✓ The **Angel Tree** project will enable ninety-eight children of current MSSU students to receive Christmas gifts this year that otherwise might not have gifts. This project was begun last year by Staff Senate and has grown in popularity among both staff and faculty.
- ✓ Officers of Staff Senate held a **retreat** on November 11<sup>th</sup> which resulted in great ideas for the future.

**Student Representative (Mr. Kyle Prisock, President Student Senate):**

- ✓ New **trash cans** without ash trays purchased by Student Senate have been received and will be available for use soon. These trash cans are part of the roll-out of the new campus non-tobacco policy.
- ✓ Students are being sought to fill **vacancies** created in Student Senate due to students who will graduate in December.

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

Committee has not met; no report was given.

**Budget Audit Committee (Mitch McCumber, Chair):**

Committee has not met; no report was given.

**Executive Committee (Jim Fleischaker, Chair):**

Committee has not met; no report was given.

**Personnel Committee (Jim Fleischaker, Chair):**

Committee has not met; no report was given.

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

*Highlights of Dr. Marble's report are as follows:*

- ✓ As noted during the October Board meeting, an “**online policy library**” is the major campus initiative Husch Blackwell is undertaking this year as part of their contract. In addition, Husch Blackwell is also assisting in finalizing the new voluntary **Phased Retirement plan** that will be available for eligible faculty and staff.
- ✓ Notification of approval was recently received regarding one of the three grant requests for **MOCAP**, commented on during the October Board meeting. The grant that has received approval was submitted by the University of Missouri – Columbia and will enable researchers to be here in early spring to launch a project in the “dry room” of MSSU’s MOCAP lab.
- ✓ On campus **Great Game of Education** training for Deans, Directors, Department Chairs and other campus leaders will be held on November 24<sup>th</sup>. Rich Armstrong, President of Springfield Remanufacturing Corporation (SRC) will come to campus to conduct workshops with the assistance of Scott Cragin, Jeff Gibson and Rob Yust.
- ✓ **University Council**, during its November meeting, discussed several “operational and procedural” policy items including: Facility Use (contracts & insurance), Building Access, the Tobacco Free Campus rollout, Title IX Training, and the 100% Full-Time Employee Tuition Discount. Faustina Abrahams, Chair of the Diversity Committee, also made a detailed presentation about the many diverse groups on campus and how issues raised by these groups are being addressed with input from University Council.
- ✓ **Legislative Priorities** shared with area legislators during a meeting at MSSU on November 2<sup>nd</sup> included: 1) support for the 7% core increase proposed by the Coordinating Board for Higher Education (CBHE), 2) special funding for Reynolds Hall to complete the renovation and needed expansion to accommodate the growing number of STEM majors, 3) seeking additional funds to renovate and relocate programs necessary for the development of a UMKC Dental School satellite project at MSSU, and 4) obtaining joint access to the Regional Center Building across Newman Road for university programs. Dr. Marble also shared in his written report a chart containing information illustrating the unintended consequences of Senate Bill 389 that limits annual tuition increases to the annual rise in the Consumer Price Index (CPI). The chart illustrated the compounding effect this tuition restriction has had for institutions with historically low tuition which has made Missouri Southern fall even further behind compared to other institutions in the state. Dr. Marble also noted a change in MSSU’s lobbyist from Kyna Iman to Gary Burton.

**OLD BUSINESS**

None



## **NEW BUSINESS**

### **Emeritus Status (Dr. Paula Carson)**

Note this item was moved to the beginning of the meeting. See notes and approval motions under the Announcement section.

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

Dr. Carson briefly explained the vetting process Academic Policy Proposals go through before they are brought before the Board for final approval and noted of the 100 changes with approximately 1,000 pages of documentation being brought before the Board today for approval, almost all of the changes are clerical. A seven page summary of the requested changes were given to the Board to simplify their approval process.

Dr. Carson noted in January and February Academic Policy Proposals that will be submitted for Board approval will be of more substance and the Board's Academic Affairs committee may need to meet in order to review and discuss those proposed changes in greater detail. Mrs. Flanigan, Chair of the Board's Academic Affairs committee, noted willingness for this committee to meet whenever requested.

*A motion was made by Bill Gipson and seconded by Michael Franks to approve the Academic Policy Proposals as presented and recommended by Dr. Carson. Motion passed.*

### **Dual Credit (Dr. Paula Carson):**

Dr. Carson introduced Julie Wengert, Director of Academic Outreach, who presented a program overview of MSSU's Dual Credit (MSSU courses taken by high school students at a high school, taught by a qualified high school instructor; credit is awarded by the high school and MSSU) and Dual Enrollment (MSSU courses taken by high school students online or on the MSSU campus; credit is awarded by MSSU and may be awarded by the high school) programs.

After a two year self-study, MSSU will submit an intent to seek NACEP accreditation by the end of January, 2016. The next step will be to submit a completed accreditation application for Peer Review by July 1, 2016 which will take place during the 2016-2017 Academic Year. Julie noted if NACEP accreditation is achieved, it will benefit MSSU during the upcoming HLC accreditation. Information about program data and marketing methods were also shared.

Plans for future expansion include *Core 44* which will enable students to complete 44 credit hours at MSSU and transfer those hours to almost anywhere in the state which will be a useful tool to connect MSSU to high school students statewide. Students will also have an option to take all General Education course requirements online.

### **Future Meeting Dates:**

Due to Dr. Marble and Jared Bruggeman needing to attend the annual NCAA convention during the regularly scheduled time of the January Board meeting, the next meeting of the Board will take place on Thursday, January 21<sup>st</sup> at 1 o'clock; the Board will not meet in December.

### **Adjournment:**

Mr. Fleischaker noted a closed executive session was not needed and asked for a motion to adjourn.

*A motion was made by Mitch McCumber and seconded by Keith Hankins to adjourn the meeting. Motion passed.*



Secretary



Chair