

MISSOURI SOUTHERN STATE UNIVERSITY
Board of Governors
Minutes

October 15, 2010 – 1:00 pm
Billingsly Student Center, Room 310

The October 15th meeting of the Missouri Southern State University Board of Governors was called to order by Chair, Rod Anderson. Governors in attendance were Rod Anderson, Dr. Sherry Buchanan, Dwight Douglas, Lynn Ewing, David Jones, Dr. Charles McGinty, Nancy Perry, and Richard Walter. Others in attendance were Dr. Bruce Speck, Dr. AJ Anglin, Dr. Mark Parsons, Rob Yust, Darren Fullerton, Dr. Cheryl Cifelli, Erik Hilgendorf, Ezekiel Tarrant, Linda Eis, Jon Dermott, and Sharon Odem.

ANNOUNCEMENTS

Rod welcomed the Board and noted congratulations to Dr. Kelly Larson, Director of Debate and Forensics and Missouri Southern's (MOSO) forensics squad. The forensics squad recently competed in the 74 Swing Tournaments in Illinois; 28 schools from 11 states attended. Due to their combined school performance, MOSO's forensics won the first place sweepstake LD debate trophy and all four debaters qualified for the NFA national tournament to be held in April 2011.

MINUTES

A motion was made by Lynn Ewing and seconded by Richard Walter to approve minutes of the September 17, 2010 Board meeting. Motion passed. (Minutes are archived in the permanent record book.)

REPORTS

Financial (Ms. Linda Eis, Treasurer):

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

Linda noted as of September 30, 2010 the unrestricted cash balance is \$18.7 million which is an increase of \$4.6 million over September 30, 2009.

Linda reminded students to check their student accounts to make sure they do not have an outstanding balance in order to prepare for pre-registration which begins on November 5. Linda also noted a tuition payment plan will be available for the spring semester.

A motion was made by Dwight Douglas and seconded by Dr. Charles McGinty to approve the September 30, 2010 financial statements. Motion passed. (A copy of the financial statements for September 30, 2010 is attached to the minutes in the permanent record book.)

Construction (Mr. Rob Yust, Vice President for Business Affairs):

- **Health Sciences Building**
 - The final piece of equipment, the x-ray equipment, is installed and operational. The contractor will install the additional digital portion to this equipment in the next two weeks.
 - As of this date, approximately \$16.9 million of the budgeted \$18.9 million has been requested and reimbursed (in a timely manner) from the state Lewis & Clark Discovery Initiative funds.
 - A grand opening for the Health Sciences building is planned for November 19 (November Board meeting) unless word is received Governor Nixon can attend on another day.
- **Mansion Renovation**

This project is complete. The grand opening was held in September and was a great success! Rob expressed appreciation to Dr. Mark Parsons, Lee Pound, and Bob Harrington among others for their hard work on this project.

VP for Development/Executive Director of the Foundation (Dr. Mark Parsons):

- **Alumni Relations**
 - Dr. Parsons reported the grand opening weekend of the newly renovated Ralph L. Gray Alumni Center was a great success. “Registered” visitors as of 5:00 p.m. on October 14 total 900 with 359 of those guests visiting between September 18 and September 30.
 - The Alumni Center is serving as host for all University Experience Freshmen classes. The students will be given a tour of the mansion and shown the new Historic Video which Dr. Parsons noted was underwritten by Board of Governor and alumnus David Jones.
 - Homecoming is scheduled for the week of October 25 with many activities scheduled. Dr. Parsons noted Rod Smith, class of 1993 will be this year’s Outstanding Alumnus and Dr. and Mrs. Larry McIntire will receive this year’s Lion Hearted award. All Governors are encouraged to attend.
- **University Relations & Marketing (URM)**
 - In preparation for the University’s new website design rollout and conversion, an on-campus training workshop is planned for November 3 with a nationally known consultant. Two sessions of the workshop will be held. At least one person from each department/division campus-wide is encouraged to attend.
- **Grant Resource Center (GRC)**
 - A grant of nearly \$402,000 has been received from the U.S. Department of Education Emergency Management for Higher Education (EMHE). This grant supports institutions of higher education projects designed to develop, or review and improve, and fully integrate campus-based all-hazards emergency management planning. MSSU is the only college in the state to receive this type of grant. Dr. Parsons congratulated Ken Kennedy and Sandy Lovett on this achievement.
- **Development**
 - The official kick-off for the Southern Annual Fund will be in November.
 - Annual Fund donors were guests in the President’s tent during the October 9 Lions football game.
- **Other Items**
 - The Lantern Society dinner held on October 14 was a great success featuring the music of Southern Exposure and Maryann Mitts as guest speaker. Maryann was presented the “Spirit of Philanthropy” award. This is the first year for this award which the Foundation plans to make an annual event.

VP for Academic Affairs (Dr. AJ Anglin):

- **Strategic Planning & Shared Governance**
 - Work continues on Strategic Planning and Shared Governance in preparation for the Higher Learning Commission Focus Visit scheduled in April of 2011.
 - Dr. Oakes has agreed to again administer the same Shared Governance survey he administered earlier in this process. Responses to the two surveys will be compared to determine what change has taken place.
 - Plans are in place to blend the past two year’s work on Strategic Planning using a common author and narrative. A draft of this plan will be distributed to the entire campus hopefully in November and feedback will be requested. Plans are to refine the document for approximately two months and have it finalized in early 2011.
- **Low Enrollment Audit**
 - The Low Enrollment Audit (Program Review) mandated by Governor Nixon for all undergraduate institutions in the state is underway. Dr. Anglin noted he and Dr. Delores Honey have made many trips to Jefferson City and Columbia making individual arguments for Missouri Southern. Fifteen programs (reduced from forty) at Missouri Southern are being reviewed. Dr. Anglin emphasized there is no need to panic about this process. It is mandated and has to be completed. Dr. Anglin asked faculty, students, and staff to stay upbeat about this process and to view it as a way to improve Missouri Southern for the long term. Missouri Southern may need to collaborate with other

VP for Academic Affairs (continued):

institutions (like we currently do for graduate programs) and undergo course redesign in some areas to strengthen programs. Dr. Anglin also emphasized a plan will be put into place to protect students even if a program they are majoring in has to be eliminated. Dr. Anglin also noted the Program Review is strictly for majors, not minors which will allow some latitude at individual institutions.

- **Professional Development**

- An additional one time amount of \$50,000 for professional faculty development has been asked for and approved through President's Council for the following year. Dr. Anglin expressed appreciation on behalf of the faculty for these additional funds.

Interim VP for Student Affairs (Mr. Darren Fullerton):

- **Financial Aid**

- Darren welcomed and introduced the new Director of Financial Aid, Rebecca Diskin. Rebecca began her new position on October 1 and has already initiated online training for her staff. Darren noted almost \$16 million dollars in Financial Aid has been packaged.

- **Registrar, Advising, Counseling and Testing**

- Mid-term grades have been reinstated to increase student success. Darren thanked the faculty, Registrar's office and Advising, Counseling and Testing for their efforts.

- **Department of Public Safety**

- As noted by Dr. Parsons, Darren also shared detail about the nearly \$402,000 grant received from EMHE. This grant will give significant resources to provide training, create essential planning documents, and secure critical emergency resources such as emergency kits for all buildings.

- **University Policies Review Committee**

- A deadline of November 1 has been set for collection of all current university policies which will be reviewed and updated as needed. Information Technology will be involved in this process and will assist in placing all campus policies into a uniform format with easy access for the campus.

- **Student Affairs**

- The Council for the Advancement of Standards in Higher Education's Evaluation program has been purchased. This program will be used by all areas (40 different) under Student Affairs to conduct evaluations using a set of national standards and guidelines. These evaluations will be used in conjunction with Missouri Southern's Strategic Plan to enhance service to our students.

- **Recent Events**

- Darren recently attended a meeting of the Chief Student Affairs Officers for the State of Missouri. A goal of this group is to meet monthly with members of the Missouri Department of Higher Education to ensure that areas falling under Student Affairs are represented at the state level.
- Career Services hosted a Fall Career Development Day with over 700 students and 45 area businesses participating.
- The Advising & Counseling Center, in conjunction with various academic departments, recently held a Majors & Minors Fair. The purpose was to assist undecided majors in deciding on a major and assist students interested in taking additional classes to complete a minor.

Faculty Liaison (Dr. Cheryl Cifelli - Faculty Senate, President):

- **Faculty Concerns**

- Governor Nixon's agenda for Higher Education. Dr. Cifelli noted many faculty members are becoming involved with supplying information to the Governor's office for the Program Review and are concerned for the future.
- New on-line course guidelines and corresponding issues. Dr. Jo Kroll will speak to the Faculty Senate during its November 1 meeting to answer questions and discuss these new guidelines.

- **Committee Updates**

- The Athletics committee has begun the process of drafting a Student Athlete Code of Conduct.

Faculty Liaison (Dr. Cheryl Cifelli - Faculty Senate, President):

- The Committee on Committees has contacted each Faculty Senate committee to determine if their charge in the Faculty Handbook is the charge they are currently filling. This process began due to the Faculty Welfare committee being concerned their charge might be too vague as currently stated.
- **Other**
 - Steve Wagner has agreed to become the Faculty Senate liaison to the Staff Senate.
 - Dr. Cifelli noted Staff Senate has yet to name a Staff Senate liaison to Faculty Senate. Erik Hilgendorf (Staff Senate President) replied he would serve as the Staff Senate liaison.

Staff Liaison (Mr. Erik Hilgendorf – Staff Senate, President):

- The Beautification committee met for the first time this month with goals of organizing a campus-wide volunteer campaign to involve clubs, students, faculty, and staff to adopt ways to beautify the campus while also raising moral. These efforts will be coordinated through Bob Harrington, Director of the Physical Plant, and the Sustainability committee.
- Ways are being explored to communicate with other University Staff Senates in order to share ideas and find resources to enhance employee programs, benefits, and procedures such as professional development.
- Quarterly staff appreciation recognition is being explored similar to the current annual Superior Service awards. Possible tangible ways to show employee appreciation on a quarterly basis are by giving gift certificates, movie passes, tickets to professional athletic events, and a letter of commendation from President Speck.
- Newly elected Senators are Brenda Hayes, Brenda McDaniel, Michelle Arwood, Heidi Carlin, and Leslie Willis.

Student Representative (Mr. Ezekiel Tarrant):

- **Student Senate Updates**
 - A group site on Lionet accessible to all students is now available. This site allows for discussion and posting of files. Minutes, past and present resolutions, and agendas will be posted. The purpose of this site is to improve communication and to eliminate unnecessary paper waste.
 - The Student Senate Treasurer has presented the current budget to Senate. The first appropriation of \$1,000, to send the Dental Hygiene organization to a national conference, has been made. The Senate plans to use their funds more discretely this year to fund or subsidize campus groups and projects that improve the overall campus community.
 - Ideas for a new Senate logo are being discussed with plans to make this a campus-wide effort. Plans are to involve the Art department in the initial design.
 - Student Senate is attempting to set a precedent of leadership and campus involvement needed by Southern students.

Zeke thanked the Interim VP for Student Affairs and the Director of Student Activities for their continued support and mentorship. Zeke also thanked the Administration for their continued efforts to improve student welfare.

Board Committees:**Academic Affairs (Dr. Charles McGinty & Richard Walter Co-Chairs):**

Dr. McGinty reported the Academic Affairs committee met before today's board meeting with good support from the Administration.

Dr. Sherry Buchanan reported the committee has worked diligently reviewing the University's Equal Employment Opportunity Policy and thanked Faculty, Students, Staff, Administration, and the Board for their input. Dr. Buchanan noted the committee recommends the words "sexual orientation" be added to this policy and made the following motion:

Academic Affairs (continued):

A motion was made by Dr. Sherry Buchanan and seconded by Dwight Douglas to revise the University's Equal Employment Opportunity Policy Statement to include the words "sexual orientation" in such Statement. (Dr. Buchanan distributed copies of the revised policy statement and read the statement to the Board.) The motion passed with seven (7) members of the Board voting "yes" and one (1) member voting "no". (A copy of the revised policy is attached to the minutes in the permanent record book.)

A second motion was made by Dr. Sherry Buchanan and seconded by Nancy Perry, to adopt an addendum to the University's Anti-Harassment policy to strengthen this policy. (Dr. Buchanan distributed copies and read the addendum to the Board.) Motion passed unanimously. (A copy of the addendum is attached to the minutes in the permanent record book.)

Budget Audit (David Jones, Chair):

Mr. Jones reported the annual audit is complete. The audit was presented in detail to the Budget Audit committee on October 4 and will be presented during today's Board meeting under "New Business".

President (Dr. Bruce Speck):

- Dr. Speck congratulated Judy Stiles who was honored as a Woman of Distinction in September and has been honored in October with a resolution from the Missouri House of Representatives proclaiming her extensive professional service.
- In agreement with Dr. Parsons' report, Dr. Speck noted the Lantern Society dinner and the inspiring speech given by Maryann Mitts, women's basketball head coach, thanking donors for their contributions to Missouri Southern made the evening a great success.
- Dr. Speck praised his Executive Team and the contributions each one is making in their own areas: Dr. AJ Anglin, VP for Academic Affairs; Mr. Rob Yust, VP for Business Affairs; Mr. Darren Fullerton, Interim VP for Student Affairs; Dr. Mark Parsons, VP for Development/Executive Director of the Foundation; and Mr. Jared Bruggeman, Director of Athletics. Dr. Speck noted the teamwork of this Senior Executive Team is admirable and each person is well suited for their position.
- Dr. Speck noted the themed semester is a great program for the campus and has attended several events including a presentation by Jim Lyle of the Theatre department on the Colossus of Rio. Dr. Speck praised Jim Lyle as an excellent teacher who is an example of Southern's excellent faculty.
- Dr. Speck praised the Board for ensuring the Beimdick Recreation Center and the Health Sciences building have been completed and the Foundation for completion of the renovation to the Ralph L. Gray Alumni Center. Dr. Speck also thanked the Board for the leadership role they take that reaches far beyond the monthly Board meetings.

OLD BUSINESS:

None

NEW BUSINESS:**Presentation of FY10 Audited Financial Statements (Ms. Linda Eis, Treasurer):**

Linda introduced Ms. Rachel Dwiggins, Senior Manager, BKD, LLP from the Springfield office who presented the annual audit findings for the year ending June 30, 2010 (FY2010).

Rachel noted the annual audit conducted in accordance with *Government Auditing Standards* (GASB) was presented in great detail when the Budget Audit committee met on October 4. New GASB requirements this year included review of four major program areas which were tested with no major findings to report. An unqualified opinion (the best opinion given) was awarded to Missouri Southern again this year. Rachel commended the University's efforts to increase its days of operating cash-on-hand and noted a steady increase

Presentation of FY10 Audited Financial Statements (continued):

From FY2008 as follows: At the end of FY2008 MSSU had 23 days of operating cash, in FY2009 it had 40 days and in FY2010 it has 70 days.

A motion to accept the BKD audit was made by Dr. Charles McGinty and seconded by Lynn Ewing. Motion passed. (The complete audit is included with the minutes in the permanent record book.)

Consideration of Academic Policies Proposals (Dr. AJ Anglin, V.P. Academic Affairs):

- **Report (1)**
 - Minor in Social Science
- **Course Drop (1)**
 - United States Foreign Relations Since 1900
- **Course Change (1)**
 - The United States 1945-2000
- **New Course (1)**
 - Exercise Interventions

A motion was made by Dr. Charles McGinty and seconded by Richard Walter to approve the Academic Policy Proposals. Motion passed. (A copy of the Academic Policy proposals is included with the minutes in the permanent record book.)

Consideration of Appointments, Retirements, Resignations (Dr. AJ Anglin, V.P. Academic Affairs):

- **New Hires:**
 - Mr. Norman Katz (Instructor of Accounting)
- **Retirements:**
 - Dr. Brad Kleindl (Effective December 31, 2010)
- **Resignations:**
 - None
- **Other Action:**
 - None

A motion was made by Dwight Douglas and seconded by Richard Walter to approve Appointments, Retirements, Resignations and Other Action. Motion passed. (A personnel sheet is attached to the minutes in the permanent record book.)

OTHER ITEMS:

Chair Anderson asked the Board to begin looking at their calendars and consider whether they want to hold a Board Retreat in February or March of 2011.

CLOSED EXECUTIVE SESSION & ADJOURNMENT:

Chair Anderson noted a closed Executive session was needed under RSMO 610.02(3).

A motion to go into closed Executive Session under RSMO 610.021(3) was made by Lynn Ewing and seconded by Richard Walter. A roll call vote was taken. Motion passed.

At the conclusion of the closed session, upon a motion, duly made and seconded, the Board came back into open session. Motion passed.

In open session the Board then, upon a motion, duly made and seconded, approved a voluntary retirement incentive plan as recommended by the administration. Motion passed unanimously.

Meeting adjourned.



Secretary



Chair