The Board of Regents, Midwestern State University, met in regular session on the Midwestern State University campus in the Comanche Suites, Clark Student Center, Wichita Falls, Texas, at 10:00 a.m., Thursday, August 6, 2020.

Individuals in attendance were as follows:

Regents: Mr. Caven Crosnoe, Chair
         Ms. Nancy Marks, Vice Chair
         Ms. Tiffany Burks, Secretary (via teleconference)
         Mr. Warren Ayres
         Mr. Tony Fidelie
         Mr. Shawn Hessing (via teleconference)
         Mr. Oku Okeke
         Ms. Karen Liu Pang (via teleconference)
         Dr. Shelley Sweatt
         Mr. Montes Martinez, Student Regent

University Administration: President Suzanne Shipley
                        Provost and Vice President for Academic Affairs James Johnston
                        Vice President for Student Affairs Keith Lamb
                        Vice President for Administration and Finance Beth Reissenweber
                        Vice President for Enrollment Management Fred Dietz
                        Vice President for University Advancement and Public Affairs
                        Tony Vidmar
                        Associate Vice President for Facilities Services Kyle Owen
                        Director of Athletics Kyle Williams
                        General Counsel Barry Macha
                        Chief Audit Executive Leigh Kidwell
                        Controller Chris Stovall
                        Associate Director of Budget and Management Anna Daugherty
                        Director of Marketing and Public Information Julie Gaynor
                        Director of Board and Government Relations Debbie Barrow

Governance Representatives: Dr. Sarah Cobb, Faculty Senate Secretary
                          Ms. Reagan Foster, Staff Senate Chair
                          Ms. Shelbi Stogdill, Student Government Association (SGA)
                          President 2020-2021

Media Representatives: Ms. Lauren Linville, KFDX Channel 3
                  Ms. Ebonee Coleman, KAUZ News Channel 6
Guest Presenters:  

American National Bank  
Mr. Jeff Schultz, Executive Vice President and Chief Investment Officer  
Ms. Linda Wilson, Senior Vice President/Trust Officer  
Mr. Curt Knobloch, Trust Officer  

Texas A&M University System  
Mr. Dave Verghese, Director of Investments (via teleconference)

Per a duly posted notice and a quorum present, Chairman Crosnoe called the meeting to order at 10:00 a.m.

Opening Comments and Introductions
Chairman Crosnoe welcomed everyone to the meeting. He introduced new Student Regent Montes Martinez and welcomed him to service on the Board of Regents.

Public Comment
Chair Crosnoe noted that the Board provides an opportunity for public comment concerning agenda items at the beginning of each meeting. He said that in addition to the standard option for in-person public comment, a dedicated e-mail address was again available for individuals to provide comments. Chairman Crosnoe noted that no one signed up to provide in-person public comment and asked Ms. Barrow to read into the record any e-mailed public comments.

Ms. Barrow reported that only one comment was submitted via e-mail. She read the comment into the record as follows:

From Linda Powers, a graduate of MSU

Again I’m asking you to be transparent and make public all sides of the issue. For the May regents meeting I asked that you tell us about the negatives in allowing Texas Tech to take away Midwestern’s autonomy. Since you did not address the issue, I am asking again.

Please discuss the known negatives, probable negatives and potential/possible negatives. You have already given us the sales pitch.

Don’t we have a right to know the whole truth?

Chair Crosnoe noted that the matter of MSU Governance would be discussed later in the meeting.

Reading and Approval of Minutes
20-101. The Board of Regents approved the minutes of the May 14, 2020 Board of Regents meeting as presented.
Investment Overview – American National Bank (ANB) Update
20-102. Vice President Reissenweber introduced the representatives of American National Bank (ANB) to report on the investment of MSU endowment funds held at ANB, shown in the Board Book. Ms. Linda Wilson discussed the bank’s long-standing relationship with MSU and provided an update on the investments’ recovery during 2020. Mr. Curt Knobloch discussed the investment process and reviewed the fixed income analysis. Mr. Jeff Schultz provided information on the equity portion of the investments and future considerations.

Investment Overview – Texas A&M University System (TAMUS) Update
20-103. Vice President Reissenweber introduced the representative from the Texas A&M University System who participated in the meeting via teleconference. Mr. Dave Verghese presented information regarding MSU’s investments in the TAMUS cash concentration pool and the System Endowment Fund (SEF), as shown in the Board Book. He reviewed investment objectives and performance in each of these areas.

Return-To-Campus Task Force
20-104. Provost Johnston and Vice President Lamb, co-chairs of the Return-To-Campus Task Force, provided information to bring the Board up-to-date on the Task Force’s work. They shared a presentation that included plans for the fall to help mitigate the spread of COVID-19 and the campus’ educational preparedness (see Attachment 1). The Board expressed appreciation to the Task Force members for their efforts during the last several months in developing the plan to reopen the campus.

Faculty Report
20-105. Dr. Sarah Cobb, Faculty Senate Secretary and Associate Professor of Mathematics, provided information on behalf of the faculty. Among the topics she discussed were faculty involvement in discussions regarding the Texas Tech University (TTU) System alliance and faculty inclusion in the Return-to-Campus Task Force and Incident Management Team. She noted that faculty appreciate the progress made toward more paperless processes on campus and look forward to continued development in the next academic year. Dr. Cobb stated that while the fall semester will be a new and challenging experience for everyone, the faculty are committed to good teaching and building good relationships with our students. She added that faculty are excited to return to the classroom and to see our students again.

Staff Report
20-106. Ms. Reagan Foster, Staff Senate Chair, reported on behalf of the staff. She expressed appreciation to the administration for the opportunity for staff to participate in shared governance. She reported that staff members had valuable input as part of the Return-to-Campus Task Force and the new Diversity, Equity, and Inclusion Task Force. Ms. Foster noted that although the fall semester would be different from any the university has experienced, the staff is committed to doing whatever they can to support the institution’s mission and support our students by keeping them safe and helping them learn. She expressed appreciation for the administration’s inclusion of staff members in discussing the possible alliance with the TTU System and expressed support for

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moving forward. Ms. Foster personally thanked the MSU Texas community for their love and support during Noel Johnson’s illness, especially during the last six months.

**Student Government Report**

20-107. The Student Government Association (SGA) President Shelbi Stogdill reported on plans for the SGA in the coming year. She commented that a new permanent committee was formed within SGA to recognize two senators representing organizations with students of color and marginalized groups of students on campus. The committee will promote diversity and inclusion on campus, host events, and hear grievances. SGA also plans to implement implicit bias training for Student Senators in the fall and encourage such training for student leaders on campus. Ms. Stogdill noted that the SGA Student Leadership Fund’s use had been expanded to include activities that foster diversity.

**Athletics Report**

20-108. Athletics Director Williams commented that the Board Book report included information on how students performed during the spring semester in the classroom and online since Spring Break. President Shipley noted that the MSU Women’s Tennis Team received the National ITA Community Service Award in May. She noted that the team performed more than 300 hours of community service despite the disruption of COVID.

President Shipley reported that the NCAA President’s Council met the previous day and concluded that the NCAA Division II would not offer championships in the fall sports of football, men’s and women’s soccer, and volleyball. The remaining MSU fall sports are tennis, golf, and cross country. She stated that the Lone Star Conference presidents would meet the following day to determine what that would mean for our schedule. She noted that options include transferring fall sports to spring.

**Academic Affairs Report – Doctoral Program Proposal Update**

20-109. Provost Johnston reviewed the information provided in the Board Book regarding the approval by the Texas Higher Education Coordinating Board (THECB) of MSU’s Ed.D. in Educational Leadership at the end of July. He added that MSU’s proposal was on the August agenda for the Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC) meeting. With their approval, MSU would begin offering classes for the university’s first doctorate in January of 2021.

Regents Marks commented that adding a doctoral program to the MSU offerings is a significant step for our university. She congratulated Provost Johnston and everyone involved in shepherding the proposal through the process.

**Enrollment Management Report**

20-110. Vice President for Enrollment Management Fred Dietz reviewed his report in the Board Book, including the fall 2020 enrollment forecast, information on the continuation of SAT/ACT test scores being optional for the 2021-2022 academic year, and student
retention efforts. Mr. Dietz then reviewed the enrollment reports for Summer I and II (see Attachment 2).

August 2020 Graduating Class
20-111. Regent Marks noted that the administration’s recommended approval of the list of candidates for August 2020 graduation, as presented in the Board Book. She reported 247 students were on the list compared with 252 in 2019. Regent Marks moved approval of the list of candidates as presented. Regent Sweatt seconded the motion and it was approved.

Approval of 2021-2022 Academic Calendar
20-112. Regent Marks reported that the proposed academic calendar for the 2021-2022 academic year was recommended for approval, as shown in the Board Book. There being no questions, Regent Marks moved approval of the calendar presented. Regent Ayres seconded the motion and it was approved.

Writing Intensive Course Pilot Program
20-113. Provost Johnston reviewed the information provided in the Board Book regarding the proposed piloting of a Writing Across the Curriculum (WAC) initiative to provide data on using a writing-intensive course approach as a third option to satisfy the university’s Writing Proficiency Requirement. The administration recommended the piloting of this initiative within the Gunn College for the 2020-2021 academic year.

There being no discussion, Regent Marks moved approval of this item as presented. Regent Sweatt seconded the motion and it was approved.

Recess
The meeting recessed at 11:17 a.m. and resumed at 11:27 a.m.

Summaries of Financial Support and Comprehensive Campaign Update
20-114. Regent Ayres highlighted gifts received since the last meeting of the Board of Regents. Vice President Vidmar reviewed the summaries of financial support that were presented in the Board Book. This item was presented as a point of information only.

Financial Reports
20-115. The April, May, and June 2020 Financial Reports were accepted upon a motion by Regent Ayres and second by Regent Okeke.

Investment Report
20-116. The Board accepted the third quarter FY 20 investment report upon a motion by Regent Ayres and second by Regent Fidelie.

Investment Policy Review
20-117. Regent Ayres reported that the university’s investment policies must be reviewed and approved by the Board of Regents each year as required by the Texas Public Funds
Investment Act. He referred to the Board Book explanation, which indicated minor wording changes to Policies 4.196 and 4.182.

There being no discussion, Regent Ayres moved approval of the university’s two investment policies as presented. Regent Marks seconded the motion and it was approved.

Salary/Title/Position Changes in FY 20 Budget
20-118. The Board Book included reports of personnel changes that were presented for information only. The salary, title, and position changes presented were ratified upon a motion by Regent Ayres and a second by Regent Sweatt.

University Accounts/Signature Authorizations
20-119. Regent Ayres reported that each year, the Board is asked to approve individuals authorized to sign on university bank accounts, purchase and sell investment instruments, perform normal banking transactions, and sign retirement documents. He moved approval of the administration’s recommendations as follows.

A. Authorize the following individuals to sign on university bank accounts, with two signatures required on all checks drawn from university accounts:

   Dr. Suzanne Shipley, President
   Dr. Beth Reissenweber, Vice President for Administration and Finance
   Mr. Chris Stovall, Controller
   Ms. Valarie Maxwell, Director of Budget and Management
   Ms. Linda Rose, Assistant Controller

B. Authorize the President, Vice President for Administration and Finance, and Controller or their designees to purchase and sell investment instruments in accordance with the Texas Public Funds Investment Act and the Board of Regents’ Investment Policy, and perform all other normal banking transactions. Investment transactions may be authorized by verbal orders but must also be approved in writing by the President or the Vice President for Administration and Finance.

C. Continue to authorize the President, the Vice President for Administration and Finance, the Provost and Vice President for Academic Affairs, and the Director of Human Resources to sign appropriate personnel retirement documents.

Regent Fidelie seconded the motion and it was approved.

Approval of Brokers/Dealers, Investment Vehicles, and Asset Holding Accounts
20-120. Regent Ayres reported that the administration recommended approval of the list of brokers/dealers, investment vehicles, and asset holding accounts presented in the Board Book. There being no discussion, Regent Ayres moved approval of this item as presented. Regent Okeke seconded the motion and it was approved.
Construction Update
20-121. The Board Book included several reports on current construction projects for the Regents’ information. Associate Vice President Owen reviewed the photographs of current projects, as shown in the Board Book.

Bridwell Activity Center Project Authorization Request
20-122. Regent Ayres noted that the administration and Board had planned for and discussed the Bridwell Activity Center project, the current Daniel Building, for several years. Associate Vice President Owen reviewed the information provided in the Board Book. He noted that the plans were finalized during the last several months, and the architectural firm developed the detailed construction drawings to begin initial renovation in fall 2020. The following action items related to the Bridwell Activity Center Project were recommended for approval.

A. The administration recommended the project’s approval at a total cost not to exceed $4,750,000 (95% of the $5.0 million in funds available).

B. The administration requested the Board authorize the President to increase the budgeted and contracted amounts of the project by an amount not to exceed five percent of the Board-approved amount (available funds for this project total $5.0 million).

C. The administration requested authorization to issue a construction contract for the renovation of the first floor, atrium, and second-floor access, at a total project cost not to exceed $5.0 million.

Regent Fidelie asked about the length of construction for the project. Mr. Owen responded that he expected the project to be complete by August or September of 2021. Regent Ayres asked about the total funding needed to complete the entire building. Mr. Owen responded that the total cost to complete the second floor, including installing an elevator, would be approximately $8.7 million.

Regent Ayres moved approval of this item as presented. Regent Marks seconded the motion and it was approved.

Operating Budget for Fiscal Year 2021
20-123. Regent Ayres stated that the administration recommended approval of the operating budget for Fiscal Year 2021. He noted that the Board had an opportunity to review the proposed budget and the budget highlights and other budget information in the Board Book. President Shipley made opening comments about the budget and expressed her appreciation to the campus community for their efforts to reduce spending beginning in March of 2020. She noted that the campus worked collaboratively to address the state reduction of biennial funding by five percent and the fall’s anticipated enrollment shortage. She added her appreciation to the Budget Oversight Committee for their work during this process.
Vice President Reissenweber reviewed the PowerPoint presentation in the Board Book to provide an overview of the proposed budget. The presentation included information regarding the budget planning process, the sources and uses of funds, the key changes recommended in the budget, an overview of full-time equivalent employee changes, and the allocation of Higher Education Assistance Funds (HEAF) for use in FY 21. Dr. Reissenweber acknowledged the work of the Budget Oversight Committee and the Budget Support Team, whose names were included in the presentation. She introduced the Assistant Director of Budget and Management Anna Daugherty in attendance at the Board meeting and acknowledged her work on the budget.

Following the presentation, Regent Ayres moved approval of the budget as presented. Regent Okeke seconded the motion and it was approved without discussion.

Recess
The meeting recessed at 12:10 p.m. for lunch. The meeting resumed at 1:00 p.m.

Compliance Update
20-124. The Compliance Update was included in the Board Book as a point of information.

Internal Audit Update
20-125. The Internal Audit Update was included in the Board Book as a point of information.

Fiscal Year 2021 Audit Plan
20-126. Ms. Kidwell presented the audit plan for Board review and approval as required by the Texas Internal Auditing Act. Regent Burks moved approval of the plan as presented. Regent Pang seconded the motion and it was approved.

Benefits Proportionality by Fund Audit Report 20-02
20-127. Ms. Kidwell presented this audit report for the Board’s acceptance. She expressed appreciation to Vice President Reissenweber and Controller Stovall for their efforts during this audit. Regent Burks moved acceptance of the report as presented. Regent Ayres seconded the motion and it was approved.

MSU Policies and Procedures Manual Changes – Title IX
20-128. Regent Burks noted that the administration recommended two policies for approval, both related to new U.S. Department of Education regulations regarding Title IX. Vice President Lamb reviewed the policy changes that were summarized and presented in the Board Book.

Regent Burks moved approval of the two policies as presented. Regent Sweatt seconded the motion and it was approved.

MSU Strategic Plan 2017-2022 Update
20-129. Provost Johnston reviewed the update of the MSU Strategic Plan 2017-2022, which was presented in the Board Book. A summary of the 2020 process was shown on page
three of the update, and new information was highlighted in blue in the document. This item was presented as a point of information only.

**Board Resolutions**
20-130. Regent Burks moved approval of a Resolution of Appreciation for former Student Regent Andrew Wolf, as presented. Regent Marks seconded the motion and it was approved.

**University Leadership Report**
20-131. President Shipley provided information on the Legislative Appropriations Request for the university, and the work of a newly appointed Task Force for Diversity, Equity, and Inclusion. She noted that Regents Okeke and Burks were members of the Task Force. The group has met once and would continue their work during the fall semester.

**Election of Board Officers for FY 2021 and FY 2022**
20-132. A special Nominating Committee was appointed in May made up of Regents Hessing, Ayres, and Okeke, to make recommendations concerning the election of a Chair, Vice Chair, Secretary, and Member-at-Large of the Executive Committee of the Board of Regents. On behalf of the Nominating Committee, Regent Okeke moved approval of continuing the current officers into the next biennium, effective September 1, 2020, as follows:

- Chair – Caven Crosnoe
- Vice Chair – Nancy Marks
- Secretary – Tiffany Burks
- Member-At-Large – Shelley Sweatt

Regent Pang seconded the motion and it was approved.

**Board of Regents Meeting Dates – 2020-2021**
20-133. The following dates for the 2020-2021 quarterly Board of Regents meetings were approved as noted below:

- November 12, 2020
- February 11, 2021
- May 6, 2021
- August 5, 2021

**Midwestern State University Governance**
20-134. Chair Crosnoe reported that the Board had spent the last six months gathering information and considering a possible alliance with the Texas Tech University (TTU) System. He indicated that this time in the meeting was an opportunity for the regents to share any insights regarding this potential change for MSU. He stated that he would then address the e-mail the Board received during Public Comment.
The regents discussed the feedback they had received from the community, alumni, donors, and friends during the last six months. Several members mentioned that they were not in favor or were unsure of the idea of an affiliation with a system when the subject was raised. However, after studying the matter thoroughly, listening to the feedback, and doing their due diligence, they supported moving forward.

Regents commented that while there were opposing views, the university had done a very good job providing information to answer questions. Others commented that individuals they had recently heard from see this as a positive move for the university and the community. A regent indicated that one of his biggest concerns was that this action would erase 100 years of university history. He stated he had come to realize that this move would instead guarantee the university another 100 years. Another Regent mentioned that the MSU staff and administration were pleased with the support they had received from the TTU System administration during the spring and summer as they dealt with COVID and other matters.

Chair Crosnoe stated that the public comment related to making sure the Board expressed any negative aspects of this potential alliance. He indicated that the regents had been forthcoming from the beginning that a key negative about this possible alliance would be that there would no longer be a Board of Regents specifically dedicated to MSU. He noted that there were likely other negatives but that this was the major one.

President Shipley commented that in her discussions with faculty and staff representatives, there was a real sense of importance that MSU representatives have a voice in any policy changes that are suggested during any transition as part of a policy audit. She added that it is important that MSU continue to have a governance system that allows deliberation and not de facto decision making from the system. Chair Crosnoe responded that this was a topic of conversation with the TTU System representatives in the negotiation of the Memorandum of Understanding (MOU), and he felt confident they understood MSU’s position on this matter.

**Executive Session**

20-135. Chairman Crosnoe announced that the Board of Regents would go into Executive Session to discuss Items 20-135A (Consultation with Attorney to include deliberation regarding an MOU with the Texas Tech University System and other legal matters), and Item 20-135D (Personnel Matters), as allowed by Texas Government Code Sections 551.071 and .074. He noted that no action would be taken in Executive Session and that the Board of Regents would reconvene in Open Session following the Executive Session.

The Executive Session began at 1:33 p.m. Individuals remaining for the complete session were Regents Crosnoe, Burks, Marks, Sweatt, Ayres, Fidelie, Okeke, Pang, and Wolf; President Shipley; Mr. Macha; and Ms. Barrow. The Executive Session concluded at 2:25 p.m.
Open Meeting
The open meeting resumed at 2:30 p.m. Mr. Crosnoe reported that the closed session was complete; the only items discussed were the items announced, and no votes were taken.

Memorandum of Understanding (MOU) Between Texas Tech University System and MSU 20-135A. Regent Marks moved that the Board authorize Chair Crosnoe and President Shipley to execute the Memorandum of Understanding between Midwestern State University and the Texas Tech University System that will become operative if legislation is passed by the 87th Legislature regarding Midwestern State University as a component institution within the Texas Tech University System.

Regent Sweatt seconded the motion and it was unanimously approved.

Closing Comments
Chairman Crosnoe thanked the Regents for their participation in the meeting. He noted that the next regular meeting of the Board would be Thursday, November 12, 2020.

Adjournment
There being no further business, the meeting adjourned at 2:32 p.m.

I, Tiffany Burks, the fully appointed and qualified Secretary of the Midwestern State University Board of Regents, hereby certify that the above and foregoing is a true and correct copy of the minutes of the Midwestern State University Board of Regents meeting on August 6, 2020.

Tiffany Burks, Secretary
Midwestern State University
Board of Regents

ATTACHMENTS:
1. Return To Campus Task Force/COVID-19 Update
2. Enrollment Reports – Summer 2020
Return to Campus Taskforce

Dr. James Johnston, Provost and Vice President for Academic Affairs, Co-Chair
Dr. Keith Lamb, Vice President for Student Affairs, Co-Chair
Mr. Fred Dietz, Vice President for Enrollment Management
Dr. Marcy Brown Marsden, Dean, McCoy College of Science, Mathematics & Engineering
Dr. Jeff Killion, Dean, Gunn College of Health Sciences & Human Services
Dr. Keith Williamson, Medical Director, Vinson Health Center
Dr. Beverly Stiles, Chair & Professor, Sociology
Dr. Matthew Luttrell, Associate Professor, Music
Dr. Pam Morgan, Director, Academic Outreach & Distance Education
Mr. Kyle Owen, Associate Vice President for Facilities Services
Mr. Chris Stovall, Controller
Ms. Angie Reay, Director, Recreational Sports & Wellness Center
Ms. Kristi Schulte, Director, Residence Life & Housing
Mr. Randy Canivel, Director, Flower Mound Student Learning Center
Ms. Dawn Fisher, Director, Human Resources
Ms. Shelbi Stodgill, President, Student Government Association
Mr. Eric Queller, Student Representative
Mitigating the Spread of COVID-19

• Face covering policy
• Campus event requirements
• Health screening
• Contact tracing
• Incident Management Team
• Notifications/resources
• Dashboards
• Educational Preparedness
Face Covering Policy

- Effective as of July 6, 2020
- Required in most on-campus public spaces
- Other areas where 6’ distancing is not maintained
- Education / Enforcement
# Campus Event Requirements

- Guidelines for type of event
- Distancing/room capacity
- Face coverings
- Hand sanitation
- Virtual attendance
- List for contact tracing
- Mitigation Planning Form

## COVID-19 Mitigation

**Phase III Event & Program Planning**

For use with programming & on-campus or non-campus events.

### Section One: Event/Program Information

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<th>Contact Person</th>
<th>Event/Program Name</th>
<th>Department Name</th>
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### Section Two: Event/Program Description

In the box below, provide a brief description of the event or program. Include information regarding the target audience, whether or not the event is recurring, etc.

Click or tap here to enter text.

### Section Three: Mitigation Plan

1. Describe how you plan to track event or program participation.

Click or tap here to enter text.

2. Describe any health screening processes you plan to incorporate into your event or program. Examples may include a health screening questionnaire, temperature checks, use of the MSU safety app, etc.

Click or tap here to enter text.

3. Describe how you will uphold campus social distancing guidelines during your event or program. Include efforts to decrease larger groups or limit face-to-face participation. For recruitment events, include information about group restrictions on areas visited (e.g., group sizes limited to a specific number, limiting tours to a specific area or utilizing a virtual tour format, etc.).

Click or tap here to enter text.

4. Describe the hygiene efforts incorporated into the event or program. Examples may include use of face coverings, hand sanitizing, additional time scheduled for hand washing, etc.

Click or tap here to enter text.

### Section Four: Approvals

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Health Screening

Confirm - No Symptoms

Confirm Answers
Please confirm that your answers are correct, and click Continue to see next steps.

1. Within the past 14 days, have you had close contact with someone who is lab confirmed to have COVID-19? You answered No.
2. Are you currently experiencing any of the following symptoms? You answered No.
3. Are you Feverish? You answered No.

Continue

Continue

Sorry you're feeling ill. You should stay home and call your healthcare provider.

Based on one or more of your answers, you should consult your healthcare provider. If you answered “Yes” to question 1, you should consider self-quarantining until 14 days have passed and call your healthcare provider for additional advice. If you answered “Yes” to questions 2 or 3, it is recommended that you limit your public activity and contact your healthcare provider. Stay self-quarantined unless and until your healthcare provider gives you other instructions.
Contact Tracing

• Health-related contact tracing conducted by Wichita Falls-Wichita County Public Health District.
• Campus contact tracing:
  – Role
  – Training
Incident Management Team

Dr. Keith Williamson, Medical Director, Vinson Health Center, Chair
Dr. James Johnston, Provost and Vice President for Academic Affairs
Dr. Beth Reissenweber, Vice President for Administration and Finance
Dr. Keith Lamb, Vice President for Student Affairs
Dr. David Carlson, Chair of Faculty Senate
Mr. Patrick Coggins, Chief of Police
Mr. Kyle Owen, Associate Vice President for Facilities Services
Mr. Matthew Park, Associate Vice President for Student Affairs
Mr. Chris Stovall, Controller
Ms. Julie Gaynor, Director, Marketing and Public Information
Ms. Kristi Schulte, Director, Residence Life & Housing
Mr. Ronald Pierce, Manager, Risk Management and Safety
Mr. Andy Newberry, Public Relations Specialist
Mr. Eric Queller, Student Representative
COVID-19 Positive Employee Test Notification Protocol

Individual (supervisor or HR) to whom an employee reports they have tested positive should discuss known work contacts, to determine if other employees fall into category 1 or 2. Report findings to HR.

Category 1:
Contact within 6 feet of infected employee for more than 15 minutes is known

Was infected employee wearing a face covering?

Yes

No

1. HR will notify Facilities Services to clean and sanitize work station and common areas.
2. HR will send notification to each employee who has known contact with the infected employee, which will:
   A. Instruct the employee to self-isolate, monitor for symptoms of COVID-19 including checking temperature twice a day, seek guidance from health care provider, and follow instructions from contact tracer and health care provider regarding testing etc.
   B. Require daily communication with supervisor.
   *Employee without COVID-19 symptoms, per CDC, may return to work from quarantine after 14 days from date of exposure to case.
   *Employee with COVID-19 symptoms, per Wichita Falls-Wichita County Public Health District, may return to work after (HR will direct):
      1) 3 consecutive days being symptom-free, and
      2) 14 days since symptoms first appeared.
   *Employee with confirmed COVID-19 may return to work when they present a Letter of Work Return signed by the Wichita Falls-Wichita County Public Health District.

Category 2:
No contact within 6 feet of infected employee for more than 15 minutes is known

1. HR will notify Facilities Services to clean and sanitize work station and common areas.
2. HR will send notification to employees in same building, which will:
   A. Ask employees to monitor for symptoms of COVID-19 including checking temperature twice a day.
   B. Instruct employees that if they experience symptoms of COVID-19, they should self-isolate, seek guidance from health care provider, and follow instructions from health care provider regarding testing etc.
   C. Require daily communication with supervisor.
   *Employee without COVID-19 symptoms may continue to work as scheduled.
Notifications / Students

COVID-19 Reporting Form for Students

Thank you for taking time to provide us with your information. Please use this form to notify MSU Texas if you test positive for COVID-19 coronavirus, have been told you need to quarantine, and/or for any other questions and concerns related to COVID-19. Responses shared here will be used for the purpose of initiating protocols for cleaning, notification, and academic support.

If you have not already done so, it is important that you contact your faculty to discuss past or anticipated missed work and absences. Once you have contacted your faculty, if you still need additional support and assistance, please contact Student Affairs at (940) 397-7500 or via email at student.affairs@msutexas.edu.

**Background Information**

- Your full name:
- Your email address:
- Nature of this report (required): Please Choose...

**Name of Individual Involved**

Name of the individual who needs to quarantine, who tested positive, or who has questions or concerns.

- First and Last Name
- M-Number
- Phone number
- Email address
- Current Address or Address where you will isolate/quarantine if applicable

**Questions**

Please list the date you tested positive for COVID-19 coronavirus (required).

- Yes
- No
- I don’t know/Not tested
MSU Texas will keep in direct communication with faculty, staff, and students who have tested positive. Additionally, the university and associated health officials will work diligently to identify and inform all individuals who may have been in contact with MSU Texas community members confirmed or suspected with COVID-19 to assist in preventing and minimizing the spread of this disease.

All MSU Texas faculty, staff, and students are required to report symptoms and known COVID-19 exposures per the Governor’s employee screening criteria.

Please continue to use the MSU Texas COVID-19 website as a centralized resource for university-related information.

---

**Reported Case Totals**

<table>
<thead>
<tr>
<th></th>
<th>Faculty/Staff</th>
<th>Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reported</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Active</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

This table is updated daily, Monday through Friday, to keep the campus community informed. Individuals who may have been exposed to a positive case are notified by an individual email from Human Resources. This table reflects cases reported to the University beginning July 1, 2020.

Last updated July 30 at 5:00 p.m. (No Changes)
Educational Preparedness

Academic Instruction

RETURNING TO THE CLASSROOM AT MSU TEXAS

Homepage / Return to Campus / Students / Academic Instruction
Educational Preparedness

Fall 2020

MSU Texas will resume in-person teaching and learning for the fall 2020 semester utilizing a blend of face-to-face, hybrid (combination of face-to-face instruction and online learning), and online modalities. Our course modalities will remain flexible with the majority of our courses being taught using some degree of face-to-face instruction.

The first day of classes has not changed. Weekday classes will begin Monday, August 24, and will run until Thanksgiving break. Students will not be required to return after Thanksgiving. Students will complete coursework remotely from November 30 through December 4 (last week of classes). Final exams will be administered remotely.

Masks or appropriate face coverings will be required of all faculty, staff and students while on campus, as outlined by the University’s Facial Covering Requirement.

Classrooms, laboratories and studios will operate at reduced capacity using guidance for social distancing protocols. The University will continue to adapt room assignments as needed but do not anticipate a need to make changes that would substantially affect student schedules.

Sanitization

The MSU Texas custodial staff will disinfect high touch point surfaces throughout the course of each day including the following locations: door handles, door crash bars, light switches, handrails, elevators and other horizontal surfaces.

All restrooms and common areas are cleaned and disinfected on a daily basis. The disinfectants that are used are proven to kill viruses like COVID-19, as well as others.
## Enrollment Reports

### SUMMER I 2019 vs SUMMER I 2020

<table>
<thead>
<tr>
<th>Classification</th>
<th>Total Enrollment</th>
<th>Online Only</th>
<th>Total Enrollment</th>
<th>Online Only**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dual Credit</td>
<td>3</td>
<td>1</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>New First Time*</td>
<td>9</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Freshman</td>
<td>88</td>
<td>54</td>
<td>79</td>
<td>79</td>
</tr>
<tr>
<td>Sophomore</td>
<td>217</td>
<td>131</td>
<td>248</td>
<td>247</td>
</tr>
<tr>
<td>Junior</td>
<td>404</td>
<td>237</td>
<td>505</td>
<td>497</td>
</tr>
<tr>
<td>Senior</td>
<td>850</td>
<td>442</td>
<td>816</td>
<td>720</td>
</tr>
<tr>
<td>Post Bacc</td>
<td>58</td>
<td>53</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>Master's Candidate</td>
<td>320</td>
<td>261</td>
<td>349</td>
<td>329</td>
</tr>
<tr>
<td><strong>Total Headcount</strong></td>
<td><strong>1,949</strong></td>
<td><strong>1,181</strong></td>
<td><strong>2,056</strong></td>
<td><strong>1,931</strong></td>
</tr>
<tr>
<td><strong>Semester Credit Hours</strong></td>
<td><strong>9,656</strong></td>
<td><strong>5,636</strong></td>
<td><strong>10,064</strong></td>
<td><strong>9,308</strong></td>
</tr>
</tbody>
</table>

### SUMMER II 2019 vs SUMMER II 2020

<table>
<thead>
<tr>
<th>Classification</th>
<th>Total Enrollment</th>
<th>Online Only</th>
<th>Total Enrollment</th>
<th>Online Only**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dual Credit</td>
<td>1</td>
<td>1</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>New First Time*</td>
<td>10</td>
<td>1</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Freshman</td>
<td>58</td>
<td>29</td>
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</tr>
<tr>
<td>Sophomore</td>
<td>138</td>
<td>81</td>
<td>190</td>
<td>190</td>
</tr>
<tr>
<td>Junior</td>
<td>275</td>
<td>136</td>
<td>328</td>
<td>327</td>
</tr>
<tr>
<td>Senior</td>
<td>595</td>
<td>295</td>
<td>571</td>
<td>558</td>
</tr>
<tr>
<td>Post Bacc</td>
<td>26</td>
<td>26</td>
<td>36</td>
<td>34</td>
</tr>
<tr>
<td>Master's Candidate</td>
<td>188</td>
<td>159</td>
<td>204</td>
<td>198</td>
</tr>
<tr>
<td><strong>Total Headcount</strong></td>
<td><strong>1,291</strong></td>
<td><strong>728</strong></td>
<td><strong>1,400</strong></td>
<td><strong>1,378</strong></td>
</tr>
<tr>
<td><strong>Semester Credit Hours</strong></td>
<td><strong>5,537</strong></td>
<td><strong>2,811</strong></td>
<td><strong>5,770</strong></td>
<td><strong>5,697</strong></td>
</tr>
</tbody>
</table>

*New First Time*: Undergraduates attending their first college semester after high school graduation.

**In response to the COVid-19 pandemic, traditional face-to-face classes were offered via remote learning.