

# Midwestern State University Board of Regents Meetings



May 8 and 9, 2008

**Midwestern State University**

**Board of Regents Meetings**

**Hardin Administration Building Board Room**

**Schedule**

Thursday, May 8, 2008

2:30 p.m.      Board of Regents Meeting  
                    Committee of the Whole  
                    Executive Committee  
                    Finance and Audit Committee  
                    Personnel and Curriculum Committee  
                    Student Services Committee  
                    University Development Committee  
                    Athletics Committee  
                    Committee of the Whole

Friday, May 9, 2008

9:00 a.m.      Board of Regents Meeting



**MIDWESTERN STATE UNIVERSITY**  
**BOARD OF REGENTS**

Munir A. Lalani, Chairperson  
Charles E. Engelman  
Charlye O. Farris  
F. Lynwood Givens, Ph.D.  
Carol Carlson Gunn, Ph.D.  
Stephen A. Gustafson  
Shawn G. Hessing  
Jane W. Spears  
Ben F. Wible  
Jason York, Student Regent

## Midwestern State University Administration

### Dr. Jesse W. Rogers, President

Ms. Debbie Barrow, Executive Associate to the President  
Mr. Cohn Drennan, Director, Museum  
Mr. David Spencer, Internal Auditor  
Ms. Dianne Weakley, Director, Human Resources

### Dr. Friederike Wiedemann, Provost

Ms. Dana Barnett, Coordinator, Writing Proficiency Exam  
Dr. Emerson Capps, Associate Provost/Dean, Graduate Studies  
Dr. Anthony Chelte, Dean, Dillard College of Business Administration  
Ms. Naoma Clark, Director, Academic Support Center  
Dr. Mark Farris, Director, Honors Program  
Dr. Ron Fischli, Dean, Lamar D. Fain College of Fine Arts  
Dr. Clara Latham, University Librarian  
Dr. Pam Morgan, Director, Extended Education  
Dr. Grant Simpson, Dean, Gordon T. and Ellen West College of Education  
Dr. Susan Sportsman, Dean, College of Health Sciences and Human Services  
Dr. Betty Stewart, Dean, College of Science and Mathematics  
Dr. Samuel Watson, III, Dean, Prothro-Yeager College of Humanities and Social Sciences  
Dr. Larry Williams, Director, International Education

### Mr. Juan Sandoval, Vice President for Administration and Finance

Mr. Michael Dye, Director, Information Systems  
Ms. Gail Ferguson, Controller  
Mr. Allen Goldapp, Associate Vice President for Facilities Services  
Ms. Valarie Maxwell, Director, Budget and Management  
Ms. Kathy Rice, Payroll Supervisor  
Mr. Stephen Shelley, Director, Purchasing

### Dr. Howard Farrell, Vice President for University Advancement and Student Affairs

Ms. Kristal Amador, Director, Annual Fund  
Ms. Janus Buss, Director, Public Information and Marketing  
Mr. Mike Hagy, Chief, University Police  
Ms. Anne Opperman, Director, Donor Services and Special Projects  
Ms. Leslee Ponder, Director, Alumni Relations  
Mr. Kyle Williams, Director of Corporate and Sports Development  
Mr. Keith Lamb, Associate Vice President for Student Affairs  
Ms. Peggy Boomer, Director, Student Health Services  
Mr. Michael Clifton, Director, Dining Services  
Ms. Jenny Denning, Manager, Barnes and Noble Bookstore  
Ms. Debra Higginbotham, Director, Disability Support Services  
Ms. Sherry Kingcade, Director, Campus Card Services  
Ms. Cindy Loveless, Campus Postal Supervisor  
Dr. Pam Midgett, Director, Counseling Center  
Mr. Dirk Welch, Director, Career Management Center  
Mr. Dail Neely, Dean of Students



Dr. Joey Greenwood, Director, Recreational Sports and Wellness Programs  
Mr. Matthew Park, Director, Student Development and Orientation  
Mr. Danny Reddick, Director, Housing and Residence Life

Dr. Robert E. Clark, Vice President for Institutional Effectiveness and Enrollment Management

Mr. Gary Achterberg, Director, MSU Cycling  
Ms. Lynn Ducioame, Director, Testing Center  
Ms. Lisa Estrada-Hamby, Director, Upward Bound  
Dr. Randy Glean, Director, International Services  
Ms. Darla English, Registrar  
Ms. Mitzi Lewis, Assistant to the Vice President for Institutional Effectiveness/Director,  
Institutional Research and Planning  
Ms. Barbara Merkle, Director, Admissions  
Ms. Kathy Pennartz, Director, Student Financial Aid

Mr. Charlie Carr, Director of Athletics

Ms. Noel Johnson, Head Women's Basketball Coach  
Mr. Justin Carrigan, Strength and Conditioning Coach  
Mr. Doug Elder, Head Men's Soccer Coach  
Ms. Venera Flores-Stafford, Associate Director of Athletics/Senior Woman  
Administrator/Head Volleyball Coach  
Mr. Bill Maskill, Head Football Coach  
Mr. Kurt Portmann, Executive Associate Director of Athletics  
Mr. Bill Powers, Assistant Athletic Director for Marketing, Promotions, and Public Relations  
Mr. Jeff Ray, Head Men's Basketball and Golf Coach  
Mr. Trey Reed, Sports Information Director  
Mr. Koby Styles, Head Women's Cross Country Coach  
Mr. Brady Tigert, Head Softball Coach  
Mr. Jeff Trimble, Head Women's Soccer Coach  
Mr. Larry Wiggins, Head Tennis Coach

Dr. Robert Redmon, Chairman, MSU Faculty Senate

Mr. Dominique Calhoun, President, MSU Student Government Association

21 Fowler Hall (FO)  
22 Free Play Fields (FP)  
23 Guest House  
24 Hardin Administration

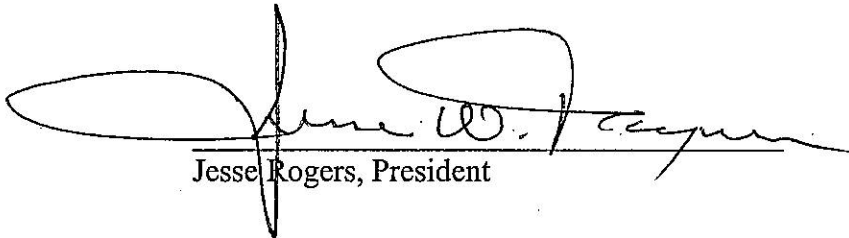
Rev 10/07

\* Temporarily housed in Dillard College of Business Administration Building during Martin Hall renovations.




## Financial Certification

We certify that financial transactions included in this report are correct to the best of our knowledge, and we further certify that funds to cover allocations listed in this report are available subject to realization of estimated income as budgeted.



Jesse Rogers, President



Juan Sandoval, Vice President for  
Administration and Finance

April 23, 2008  
Date

**Board of Regents Meeting  
Committee of the Whole  
May 8, 2008  
2:30 p.m.**

Meeting Location: MSU Campus – 3410 Taft Boulevard  
Hardin Administration Building Board Room

The Board of Regents of Midwestern State University may deliberate and take action regarding any item on this agenda. The board reserves the right to discuss any properly posted items in Executive Session whenever legally justified in accordance with the Texas Government Code Chapter 551.

Call to Order

Introduction of Visitors

Public Comment

A public comment period concerning agenda items will be provided in accordance with the Board of Regents By-Laws, MSU Policy 2.22.

Resolutions of Appreciation – Retiring Board Members

08-87. Resolutions of Appreciation will be presented for retiring board members.



# EXECUTIVE COMMITTEE

## Executive Committee

### Membership

Munir Lalani, Chairperson

### Reading and Approval of Minutes

08-88. Minutes of the Executive Committee meeting February 7, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 08-88.

### Texas Education Code and University Mission Statement – Proposed Modifications

08-89. The current Midwestern State University mission statement was approved in 2005 and included wording indicating the university's aspiration to be the public liberal arts university of the state of Texas. In the summer 2006, MSU became the first and only Texas university member of the Council of Public Liberal Arts Colleges (COPLAC). The students, faculty, and administration of MSU believe that this identifiable niche for the university will bring continued positive recognition.

Legislative authorization for Midwestern State University is contained in Chapter 103 of the Texas Education Code. The administration recommends proposed changes be submitted to the Texas Legislature during the 81<sup>st</sup> legislative session in 2009 (see Attachment 08-89). While the administration recognizes that wording changes may be necessary due to legislative rules and intent, the underlying message of the bill should remain that Midwestern State University will be identified legally as a public liberal arts university in the state of Texas.

The administration further recommends the modification of the university's mission statement as shown below:

*Midwestern State University ~~aspires to be the~~ is a leading public liberal arts university ~~of in~~ the state of Texas. Faculty, administrators, staff, and students actively participate in an academic community that focuses, refines, and continuously challenges points of understanding. Liberal arts form the basis of the education provided in both traditional liberal arts areas and professional disciplines at the undergraduate and graduate levels.*

*The university is dedicated to excellence in teaching, enhanced by significant research, creative discovery, and service. Curricular and co-curricular activities support students' intellectual, emotional, ethical, social, and physical growth and foster the ability to see the past clearly, to examine the present fairly, and to act with judiciousness.*

*The university offers an affordable, nurturing, and challenging learning environment that serves citizens of Texas, other states, and many countries. The university strives to prepare its graduates to set high goals, be productive members of the global society, understand and relate to people and ideas different from their own, and continue to learn throughout their lives.*



Capital Expenditure and MP1 Report FY 2009-2013

08-90. The Texas Higher Education Coordinating Board (THECB) requests an update of the university's five-year plan for construction, land acquisition, and major repair and renovation projects each year. This plan must include:

- a. any proposed new construction greater than \$1 million;
- b. any repair and rehabilitation greater than \$1 million;
- c. information resource projects that cumulatively would total \$1 million or greater in one year; and
- d. property purchases that cumulatively would total \$1 million or greater in one year.

The deadline for submitting this plan is June 30, 2008. The administration developed the plan as shown in Attachment 08-90. The administration requests approval of this plan for submission to THECB.

Student Health and Wellness Center Project

08-91. Information will be presented concerning the status of the project and the administration will request authorization to increase the project budget.

Martin Hall Renovation

08-92. During the last year significant air quality problems were identified in Martin Hall. As a result, all classes and offices were moved out of the facility. Studies were conducted to determine the best possible plan of action with regard to this building. The administration requests authorization to enter into a building construction contract not to exceed \$400,000 to complete HVAC upgrades for humidity control and perform minor renovations in Martin Hall. Local unrestricted funds, asbestos fund proceeds, and HEAF funds have been identified as funding sources for this project.

Clark Student Center Recreation Room Renovation

08-93. The recreation room in the Clark Student Center is in need of expansion and refurbishment to meet the needs of the student body. The total cost of the project is expected to be less than \$100,000. The administration requests authorization to utilize up to \$100,000 from the Student Union Fee fund balance to finance this project.

Possible Purchase of Property

08-94. The administration will present information and make recommendations as necessary concerning the possible purchase of property adjacent to the MSU campus.

**EXECUTIVE  
COMMITTEE ATTACHMENTS**

## **EDUCATION CODE**

### **CHAPTER 103. MIDWESTERN STATE UNIVERSITY**

#### **CURRENT**

Sec. 103.07. GENERAL RESPONSIBILITIES. The board shall build and operate a state college of the first rank that will compare favorably with the other splendid colleges in Texas in the preparation of youth for the varied interests and industries in the section in which the university is located, and this shall be equipped adequately to do its work as well as other state colleges.

#### **PROPOSED**

Sec. 103.07. GENERAL RESPONSIBILITIES. The board shall build and operate a public liberal arts university of the first rank which will prepare students for varied interests and industries consistent with its mission, and this university shall be equipped adequately to do its work as well as other state colleges and universities.

**Capital Projects  
Midwestern State University  
For Fiscal Year 2009 thru 2013**

<u>Project Name</u>	<u>Priority</u>	<u>Project Cost</u>	<u>Sources</u>
Moffett Library Reconstruction	1	\$40,000,000	Future TRB Funding
D.L. Ligon Coliseum Renovation - Phase II	2	\$12,000,000	Future TRB Funding & Private Funds
Bolin Science Renovation	3	\$10,000,000	Future TRB Funding & Private Funds
Addition to Fain Hall	4	\$15,000,000	Future TRB Funding
Bolin Science Renovation	5	\$3,000,000	Future TRB Funding
Student Housing - Greek Housing	6	\$5,000,000	Housing Income
Martin Hall Renovation	7	\$6,000,000	Future TRB Funding & Private Funds
Information Technology Building	8	\$8,000,000	Future TRB Funding
Ferguson Memorial Academic Building	9	\$25,000,000	Future TRB Funding
Acquisition of Property Contiguous to Campus	10	\$15,000,000	Future TRB Funding, HEAF, & Private Funds
Clark Student Center Addition	11	\$10,000,000	Student Union Fee
<b>Total</b>		<b>\$149,000,000</b>	



FINANCE & AUDIT  
COMMITTEE

## Finance and Audit Committee

### Membership

Munir Lalani, Chairperson  
Ben Wible

### Reading and Approval of Minutes

08-95. The minutes of the Finance and Audit Committee meeting February 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 08-95.

### Review and Acceptance of Financial Reports

08-96. The administration recommends the January, February, and March, 2008 Financial Reports for acceptance. These reports were previously distributed to the board.

### FY 2007-2008 Items \$50,000 & Under Approved by President

08-97. In accordance with board policy, President Rogers authorized the following increases to the 2007-2008 budget of \$50,000 and under. The administration recommends the following budget changes for ratification.

#### From Account:

#### To Account:

<u>Number</u>	<u>Title</u>	<u>Number</u>	<u>Title</u>	<u>Purpose</u>	<u>Amount</u>
26000 23260 10	Unallocated Student Service Fee Reserve	26000 24645 20	Disability Support Service	Additional expenses for services provided for students with disabilities for spring-summer 2008	\$ 25,000.00
26000 23260 10	Unallocated Student Service Fee Reserve	24826 4820 20	Cheerleaders	Scholarships, uniforms, supplies, skill development, and travel to National Cheerleading Championship	22,760.00
	<b>Total</b>				<b>\$ 47,760.00</b>

### Salary/Title/Position Changes in 2007-2008 Budget Approved per Board Authorization

08-98. Salary, title, and position changes approved by the president are presented for ratification as shown below.

<b>Position/Title</b>	<b>New Position/Title</b>	<b>Annual Budget Change</b>	<b>Justification/Explanation</b>
Groundskeeper	Grounds Foreperson	\$ 4,500	Need for foreperson on south campus
Assistant Professor – Education		4,000	Salary stipend

Secretary I, Education	Secretary II, Education	1,056	Job duties more in-line with Secretary II position – working with new grant program
Assistant to the Human Resources Director	Assistant Director of Human Resources	2,820	Reorganization of duties within Human Resources Office
<b>TOTAL</b>		<b>\$12,376</b>	

#### Faculty Positions 2008-2009 Budget – Critical Faculty Needs

08-99. The administration recommends the addition of these faculty positions in the 2008-2009 budget.

College	Department	Justification
Education	Counseling and Special Education – Assistant Professor	Addition of a specialization in dyslexia as a subfield in special education requires the addition of a specialist in the area. (This position will not be filled unless funding is received from outside sources.)
Education	Counseling – Assistant Professor	With the retirement of Dr. Capps, the college will lose the specialist in school counseling, testing measurements, and mediation.
Health Sciences and Human Services	Criminal Justice – Instructor	The number of students enrolling in criminal justice courses has increased by more than 12% since 2005. An instructor will ease the burden for full-time faculty members and reduce the need for part-time faculty. Faculty will need to be added in the future until such time that the student/faculty ratio will allow the university to apply for criminal justice program accreditation.
Health Sciences and Human Services	Health and Public Administration – Assistant Professor	Without the addition of this faculty member, student demand will not be met. With this addition, the program will be able to accommodate an additional twenty graduate students each year.

#### Writing Proficiency Exam Fee

08-100. The administration recommends adding \$15 to the fee students pay to take the Writing Proficiency Exam if a test must be added to the regular schedule because students failed to take the exam at the indicated time. This fee will be waived for students who can prove that events beyond their control prevented them from taking the examination at the appropriate time. The fee will cover the funds needed to pay proctors, graders, and clerical staff. The fee has been calculated to cover the costs incurred for a testing session of forty students, which is in line with the university's experience.

#### Consideration of Tuition and Fee Increases

08-101. The administration will make recommendations concerning certain increases, including a new accreditation fee and an increase in the graduate tuition surcharge.

PERSONNEL & CURRICULUM  
COMMITTEE



## Personnel and Curriculum Committee

### Membership

Charlye Farris  
Carol Gunn  
Munir Lalani

### Reading and Approval of Minutes

08-102. The minutes of the Personnel and Curriculum Committee meeting February 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 08-102.

### Faculty Report

08-103. A representative of the MSU Faculty Senate will update the board on faculty-related issues.

### Review of Personnel Reports for FY 07-08 Budget

08-104. Personnel changes in January, February, and March, 2008 are presented for information as shown in Attachment 08-104.

### Holiday Schedule for Staff Employees – 2008-2009

08-105. It is recommended that the following holiday schedule for MSU staff employees be approved for the period beginning September 1, 2008, and ending August 31, 2009:

<b>Date</b>	<b>Holiday</b>	<b>No. of Days</b>
September 1, 2008	Labor Day	1
November 27-28, 2008	Thanksgiving	2
December 24-31, 2008	Christmas	6
January 1-2, 2009	New Year's Day	2
January 19, 2009	Martin Luther King Day	1
March 19-20, 2009	Spring Break	2
May 25, 2009	Memorial Day	<u>1</u>
<b>TOTAL DAYS</b>		<b>15</b>

### May 2008 Graduating Class

08-106. The administration recommends approval of the list of candidates for May 2008 graduation with the provision that they meet all requirements as prescribed by the faculty and administration (see Attachment 08-106).

### Organization Change – College of Business Administration

08-107. The administration recommends realignment in the departments belonging to the Dillard College of Business Administration. In an effort to balance the size of the four departments belonging to the college, it is recommended to have two departments

serving one field each: accounting and management; and two departments serving two disciplines each: economics and finance, and marketing and management information systems (MIS). These changes would be made to the department listings in the undergraduate and graduate catalogs and would also affect department chair titles in the budget and other university publications.

MSU Policies and Procedures Manual Changes

08-108. The following changes to the *MSU Policies and Procedures Manual* will be recommended for approval. Items recommended for deletion are shown with an overstrike (–); new wording is shown in **bold and underlined** format.

- A. NEW POLICY – Hiring of Academic Administrators With or Without Faculty Tenure – following a lengthy review of current academic practices, and with the encouragement and support of the faculty, the administration recommends this policy for approval (see Attachment 08-108A).
- B. Policy 3.128, Administrators with Faculty Tenure/Excluding Deans of Colleges – it is recommended that the title and wording of this policy be changed, assuming the approval of the proposed Hiring of Academic Administrators With or Without Faculty Tenure policy (see Attachment 08-108B).
- C. Policy 3.120, Faculty Tenure and Promotion Policy – the administration recommends changes to this policy with regard to eligibility requirements for tenure (see Attachment 08-108C).
- D. Policy 3.127, Faculty Workload Policy – following approval of this policy in February, 2008, it was noted that the reference to courses taught by coaches should not have been included in the policy statement. It is recommended that the following sentences be deleted from the policy: *Head coaches will teach two courses a semester. Assistant coaches will teach three courses a semester.*
- E. Policy 3.136, Faculty Development Leave – changes are recommended to clarify the intent of the policy (see Attachment 08-108E).
- F. Policy 3.341, Family and Medical Leave – the administration recommends changes in the wording of this policy due to a recent amendment to the Family and Medical Leave Act (see Attachment 08-108F).
- G. NEW POLICY, Staff Senate Constitution – one of the strategies included in the MSU Strategic Plan is the development of a Staff Council (Senate). An ad hoc committee was formed to make recommendations and draft a constitution for the creation of a Staff Senate (see Attachment 08-108G).

Emeritus Status for Retiring Faculty

08-109. The administration will make recommendations concerning emeritus status for retiring faculty.

Faculty Promotions

08-110. The administration will make recommendations concerning the promotion of certain faculty members.

Faculty Tenure

08-111. The administration will make recommendations concerning the awarding of tenure for certain faculty.

PERSONNEL & CURRICULUM  
COMMITTEE ATTACHMENTS



## Summary of the Personnel Position Status Reports for 9/1/07 – 3/31/08

- September 2007    Assistant Professor/Nursing (reduced teaching load)  
**Net position change: -.50 (Faculty)**
- Project Coordinator/Bilingual Opportunity Grant (position deleted and duties assumed by an education faculty member)  
**Net position change: -1 (Professional Non-Faculty)**
- Assistant Professor/Bilingual Opportunity Grant (position deleted and duties assumed by an education faculty member)  
**Net position change: -1 (Faculty)**
- October 2007    Secretary II changed to Assistant to the Dean  
**Net position change: +0 (-1 Clerical & Secretarial/+1 Professional Non-Faculty)**
- November 2007    Computer-Based Testing Specialist changed to Testing Coordinator for the Prometric Lab  
**Net position change: +0 (-1 Clerical & Secretarial/+1 Professional Non-Faculty)**  
Approved by Board of Regents – November 2, 2007
- January 2008    Construction Inspection/Administrator  
**Net position change: +1 (Skilled Craft)**  
Approved by Board of Regents – November 2, 2007
- Library Assistant I  
**Net position change: +1 (Clerical and Secretarial)**  
Ratified by Board of Regents – February 15, 2008
- Instructor, Political Science (TEMPORARY)  
**Net position change: +1 (Regular Faculty)**  
Ratified by Board of Regents – February 15, 2008
- Instructor/College of Business changed to Academic Advisor  
**Net position change: +0 (-1 Regular Faculty/+1 Professional Non-Faculty)**
- February 2008    Director Clark Student Center/Student Development changed to Coordinator of Greek Life  
**Net position change: +0 (-1 Executive, Administrative & Managerial/ +1 Professional Non-Faculty)**

**Total net new positions as of 3/31/08 = +.50**

**Midwestern State University Reporting of Personnel Changes  
For the Period January 1, 2008 through March 31, 2008  
Fiscal Year 2007-2008**

**I. ENTERING EMPLOYEES**

1. Kyle Keel – Instructor/Political Science – 1/16/08
2. Anita Coyle – Assistant Professor/Nursing – 1/16/08
3. William Burgoyne – PC/Network Services Technician – 1/22/08
4. Shahala Hanks – Coordinator of Greek Life – 2/18/08
5. Jennifer Pellegrin – Admissions Evaluator (50% FTE) – 2/20/08
6. Linda Wilbur – Secretary II/College of Business Administration – 2/25/08
7. Kimberly Long – Registrar Assistant I – 3/01/08
8. Linda Carr – Registrar Assistant I – 3/01/08
9. Gina Averette – Secretary II/Education – 3/01/08
10. William Perry – PC/Network Lead Technician – 3/10/08
11. Nathaniel Jones – Assistant Coach, Football/Instructor, Kinesiology – 3/10/08
12. Richard Lage – Assistant Coach, Football/Instructor, Kinesiology – 3/10/08
13. Jacob Jackson – Audio Visual Technician/Information Systems – 3/24/08
14. Celeste McNiel – Sunwatcher Village Coordinator – 3/24/08

**II. EXITING EMPLOYEES**

1. Mihaela Zginca – Instructor/Foreign Languages – 1/15/08
2. Barbara Hargrove – Academic Advisor/College of Business Administration – 1/15/08
3. Cheree' Crawley – Assistant Professor/Nursing – 1/15/08
4. Sheri Greening – Instructor/Computer Science – 1/15/08
5. Allen Johnson – Assistant Coach, Football/Instructor, Kinesiology – 1/13/08
6. Glenn Thomas – Assistant Coach, Football/Instructor, Kinesiology – 1/28/08
7. Lonny Lee – Custodian/Physical Plant – 1/28/08
8. Francisco "Frank" Diaz – Custodian/Housing – 1/31/08 – Retiree
9. Shane Roberson – Plumber II – 1/31/08
10. Cary Fowler – Assistant Coach, Football/Instructor, Kinesiology – 1/31/08
11. Myron Dupler – PC/Network Lead Technician – 2/08/08
12. Fred Dorsey – Custodian/Physical Plant – 2/11/08
13. YeQi He – Registrar Assistant I – 2/15/08
14. Debra Roberts – Registrar Assistant II – 2/15/08
15. Burt Moulton – Police Communication Operator – 2/29/08
16. Cathy Brown – Professional Counselor – 2/29/08
17. Danielle Hackbusch – Human Resources Assistant II – 3/3/08
18. David Gillispie – Exhibition Preparator/Technical Assistant – Art – 3/06/08
19. Mark Rodriguez – Custodian/Clark Student Center – 3/07/08
20. Brandon Carpenter – Director/MSU Testing Center – 3/14/08
21. Melissa Nix – Custodian/Physical Plant – 3/14/08
22. Heather Hincks – Police Communications Operator – 3/24/08
23. Joan Everson – Medical Office Coordinator/Vinson Health Center – 3/31/08

POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY (SAVED)		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	9/1/2007	FTE	AMOUNT	ADDED	(DELETED)	FTE	AMOUNT	ADDED	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	48.19		4,035,882		(21,418)	48.19	4,014,464	(2,460)	47.19	3,956,576	1.00	55,428	48.19	4,012,004
REGULAR FACULTY	237.79		14,033,907	(1.50)	(54,936)	236.29	13,978,971	(16,564)	223.15	13,468,953	13.14	473,454	236.29	13,962,407
PROFESSIONAL NON-FACULTY	111.27		4,492,003	2.00	28,728	113.27	4,520,731	(10,709)	105.91	4,229,835	7.36	280,187	113.27	4,510,022
CLERICAL AND SECRETARIAL	95.46		2,198,829	(1.00)	(32,784)	94.46	2,166,045	9,598	90.96	2,109,079	3.50	66,564	94.46	2,175,643
TECH & PARAPROFESSIONAL	21.50		935,748			21.50	935,748		19.00	851,124	2.50	84,624	21.50	935,748
SKILLED CRAFT	33.00		1,064,604	1.00	51,035	34.00	1,115,639		30.50	1,013,147	3.50	102,492	34.00	1,115,639
SERVICE & MAINTENANCE	63.50		1,262,664			63.50	1,262,664	(1,665)	58.00	1,176,147	5.50	84,852	63.50	1,260,999
POLICE	14.00		427,644			14.00	427,644	96	14.00	427,740	0.00	0	14.00	427,740
GRAND TOTALS	624.71		28,451,281	0.50	(29,375)	625.21	28,421,906	(21,704)	588.71	27,252,601	36.50	1,147,601	625.21	28,400,202

MIDWESTERN STATE UNIVERSITY  
PERSONNEL POSITION STATUS REPORT  
February 29, 2008

POSITIONS	APPROVED BUDGET		POSITIONS		SALARY (SAVED)	TOTAL POSITIONS		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT	
	9/1/2007 FTE	AMOUNT	ADDED FTE	(DELETED) AMOUNT		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	48.19	4,035,882	(1.00)	(76,846)	(2,460)	47.19	3,959,036	46.19	3,902,420	1.00	54,156	47.19	3,956,576
REGULAR FACULTY	237.79	14,033,907	(1.50)	(54,936)	(16,564)	236.29	13,978,971	223.15	13,488,953	13.14	473,454	236.29	13,962,407
PROFESSIONAL NON-FACULTY	111.27	4,492,003	3.00	57,732	(10,709)	114.27	4,549,735	105.91	4,223,619	8.36	315,407	114.27	4,539,026
CLERICAL AND SECRETARIAL	95.46	2,198,829	(1.00)	(32,784)	9,598	94.46	2,166,045	90.46	2,101,819	4.00	73,824	94.46	2,175,643
TECH & PARAPROFESSIONAL	21.50	935,748			(3,756)	21.50	935,748	19.00	835,764	2.50	96,228	21.50	931,992
SKILLED CRAFT	33.00	1,064,604	1.00	51,035		34.00	1,115,639	30.50	1,013,147	3.50	102,492	34.00	1,115,639
SERVICE & MAINTENANCE	63.50	1,262,664			2,835	63.50	1,262,664	56.00	1,140,711	7.50	124,788	63.50	1,265,499
POLICE	14.00	427,644			96	14.00	427,644	13.00	407,220	1.00	20,520	14.00	427,740
GRAND TOTALS	624.71	28,451,281	0.50	(55,799)	(20,960)	625.21	28,395,482	584.21	27,113,653	41.00	1,260,869	625.21	28,374,522



MIDWESTERN STATE UNIVERSITY  
PERSONNEL POSITION STATUS REPORT  
March 31, 2008

POSITIONS	APPROVED BUDGET 9/1/2007		POSITIONS ADDED (DELETED)		TOTAL POSITIONS		SALARY (SAVED)		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	ADDED		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	48.19	4,035,882	(1.00)	(76,846)	47.19	3,959,036	(10,616)	1	47.19	3,948,420	0.00	0	47.19	3,948,420
REGULAR FACULTY	237.79	14,033,907	(1.50)	(54,936)	236.29	13,978,971	(17,449)	2	223.91	13,521,826	12.38	439,696	236.29	13,961,522
PROFESSIONAL NON-FACULTY	111.27	4,492,003	3.00	57,732	114.27	4,549,735	(15,200)	3	107.15	4,273,402	7.12	261,133	114.27	4,534,535
CLERICAL AND SECRETARIAL	95.46	2,198,829	(1.00)	(32,784)	94.46	2,166,045	10,654	6	92.05	2,125,591	2.41	51,108	94.46	2,176,699
TECH & PARAPROFESSIONAL	21.50	935,748			21.50	935,748	(4,980)	4	20.00	879,300	1.50	51,468	21.50	930,768
SKILLED CRAFT	33.00	1,084,604	1.00	51,035	34.00	1,115,639	(6,576)	5	30.00	1,007,915	4.00	101,148	34.00	1,109,063
SERVICE & MAINTENANCE	63.50	1,262,664			63.50	1,262,664	2,835		54.00	1,106,847	9.50	158,652	63.50	1,265,499
POLICE	14.00	427,644			14.00	427,644	96		12.00	388,524	2.00	39,216	14.00	427,740
GRAND TOTALS	624.71	28,451,281	0.50	(55,799)	625.21	28,395,482	(41,236)		586.30	27,251,825	38.91	1,102,421	625.21	28,354,246

COLLEGE OF BUSINESS ADMINISTRATION  
BACHELOR OF BUSINESS ADMINISTRATION

JEANNE LAVILLE ABRAHAM  
JANELLE AMICA ALEXANDER  
STEPHANIE HARIS ARROYO  
JONATHAN BECK  
ALDA BEDMINISTER  
ERIC TODD BEESINGER  
JESSICA MICHELLE TEDROW BOWERS  
CRYSTAL DENISE BRATTON  
JADE ANNE BRIDGEMAN  
VERNA VERONICA BROWNE  
MELINDA S. BRUMFIELD  
BRENNIA RAE BULLER  
ESTEBAN XAVIER BURGOS  
RYAN COLE CANNEDY  
SAMINTRA VANESSA CHARLES  
CATHERINE MARIE CHASTAIN  
KELLI MORGAN CLARK  
JOHNNY DALE COMBS  
MICHAEL PETER CONSIGLI  
ELCA F. CORNELIUS  
MARK ANTHONY DAVIS, JR.  
DARA LYNE EDELMAN  
KEN BENTHAM SCOTT EDWARD  
MICHAEL BRADY FRENCH  
CARISSA URSULINE GEORGES  
ALICIA LYNN GRAVES  
PATRICK LAJUAN GRAY  
BRINDER GERMAINE GREEN  
MARK ANDREW GREER  
LAKESHA VONTAE GRICE  
MELISSA SUE HART  
MIRANDA KAYE JENTSCH HARVEY  
DANIEL ALLEN HERBERT  
LEE DANA HERCULES  
LATRINA ILENE HICKS  
KIM-UYEN THI HOANG  
BRANDI TOWNZEN HOBSON  
BRANDON PHILIP HUDSON  
VIRGINIA MARIE HOFFMAN HUMMEL  
MEAGAN KATE JACKSON  
RONDA DENISE JAMES  
RONALD JANKOWSKI  
EVELYN ANTHONY JONES

MATTHEW JACOB STEPHEN JOSEPH  
JEREMY R. JOSEPH  
SHANTEL KEMISHA JOSEPH  
RAYMOND ANTHONY KIMBRELL  
JOSEPH ALEX KOCUREK  
CLIFTON A. LAMB  
SAMARA ADDIE LANE  
CHARLINN LUCELTA LOUIS  
AMANDA ADDIENE MARTIN  
HOLLI LYNN HARLAN MCCLAIN  
MICHAEL MCGREGOR MCGEE  
NEFER TERESE MCINTYRE  
MARK BRANDON MCKEE  
JENNIFER DIANE MCPHERSON  
WILLIAM BRANDON MILLS  
TREMAYNE DESHAWN MORGAN  
BRITTANY LYNNETTE MOTT  
ANHQUAN NGUYEN  
FELECIA TREISHA NOEL  
ALISON MARIE NOVAK  
IMO J. PALMERMOSES  
RACHEL DENISE PARKER  
OLIVIA ANN PENNARTZ  
ROWENA M. PETER  
JACQUELINE MARCELLA PHILLIP  
RYAN EDWARD PROSISE  
STACEY CELESTE RANSOM  
BRICE EUGENE RHODD  
DARIEN LEYTON ROBERTS  
KARRIE SANDY  
LURA KRISTIN SCOTT  
KACIE MICHELLE SKIPWORTH  
STEVEN LAVOY SLUDER  
TREVOR DWIGHT STEPHEN  
LORI NICHOLE SMITH STOVALL  
SHELLY RENA SUTTON  
ELDRIGE Z. N. THOMAS  
MELISSA KAY THOMAS  
ANH-TUAN TRAN  
REBECCA ANNE WARREN  
DUSTIN TAYLOR WEBB  
DWAIN ALSTON WILLIAMS  
CHRISTIN RENE WYATT

COLLEGE OF EDUCATION

BACHELOR OF SCIENCE IN INTERDISCIPLINARY STUDIES

AUDRIE MARIE ANDERSON  
RACHEL SUE CARROTHERS  
STEFFANIE JOYE COUCH  
LETICIA COYAC  
MINDY LEANN DAVIS  
LARRY F. FOX, JR.  
RACHEL MARIE GILMORE  
AMANDA JUNE KINARD  
ASHLEY KAY ECKERMANN LAY  
KRISTINA MICHELLE MARTIN  
STEPHANIE DELOACHE MCALISTER  
LINDZI MICHELLE MCCAULEY  
LAURA VANALLEN MCDONALD  
CHRISTIE LYNN NICHOLS

STEPHANIE LYNN DUNCAN OFFIELD  
AMY NICOLE WAGNER PAYNE  
RACHEL NICOLE PETERS  
MEAGAN KELLY GLADD POIROT  
MEHGAN LEIGH RHINE  
STEVIE D. BROWN RICHTER  
RACHAEL MARIE SAUNDERS  
DEIDRE SHAWEN  
HALEY MELISSA SIMMONS  
TARA LYNN SKIPPER  
ASHLEY ANNE SPEAR  
RYANNE ASHTON TAYLOR  
MEGAN ELIZABETH YOUNG

COLLEGE OF FINE ARTS

BACHELOR OF ARTS

BETHANY KAMILLE BERRY  
CARLY ELIZABETH BURREN  
SHINICE DE'NAE CURRY  
MINNA LENA GILLIAM  
SHELTON EDWARD HAWKINS, JR.

MARISSA ERIN MILLENDER  
RANDALL DENTON MOBLEY, JR.  
LUCINDA CHERYL PETERS  
JESSICA SHAE PITTMAN  
AMANDA GAIL VEITENHEIMER

BACHELOR OF FINE ARTS

CHAD MICHAEL CROWLEY  
CASSANDRA DAWN GAUTHIER  
KELLY ANN LOUISE GRAY  
CAMERON BLAKE HILL  
CATHERINE CLAIRE LEREW

ASHLEY ANN LINDSEY  
STACY LYNNE LOUDAMY  
TARA MARIE TONCHE  
BLAKE ADAM WALKER  
KAYLA RANEE FUCHS WARD

BACHELOR OF MUSIC

ABIGAIL CHRISTINE GONZALEZ  
SABRINA ANN LEWIS  
AARON AGUIRRE MCWHORTER

AKANE MISAWA  
ELISA ANNE RIVARD  
JENNIFER LEE TUNE

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

ASSOCIATE OF APPLIED SCIENCE IN RADIOGRAPHY

TYSON MATTHEW ARNOLD  
KRISTEN MARIE BALESTRERI  
KARRA LYNN BENSON  
PATSY J. BERNARD  
LORETTA SUZANNE BROWN  
BAILEY JUNE BROWNING  
SHIVEL KERSTEIN BURNETT  
SHANNA LEE CHILCOAT  
ELIZABETH ANN COLLINS  
GARY L. COOK, JR.  
EMILY ANN EDGECOMB  
KAITLYN RUTH EPPERSON  
NICHOLAS O'BRYAN EVANS  
BEVERLY JANE FARRAR  
GREGORY LEE GOODMAN  
COURTNEY LEIGH GUICE  
KATELYN ALLISON HOFF

LESLI KAY JACKSON  
MANISH JOHN

BRITTANY JEAN KELDER  
LAM THANH LE  
ADAN LEANOS  
RYAN PAUL MALONE  
JARED HAYDEN MATASKA  
ZACHARY ANDREW MELSON  
ORLANDO MORALES II  
STEPHANIE MELANIE OSBOURNE  
TABITHA DAWN PENCE  
LORI JEAN REESE  
STACIE LYNN WHITTAKER RILEY  
JULIE MICHELLE ROBERSON  
LACIE BROOKE ROSS  
RANEA MICHELLE SEARCEY  
ELEANOR MARGARET DANDY SLEETH  
JASON COREY SMALLWOOD  
BARBARA FAYE SMITH

VANESSA ANN SMITH  
CHAD MICHAEL WAUGH

BACHELOR OF SCIENCE

PHILLIP RANDALL ALEXANDER  
ADAM ANDREW ARRINGTON  
JACQUELINE MICHELLE BRUMBALOW  
MARK K. CARBERRY  
JENNIFER R. CORBIN  
JASON D. CRAWFORD  
CAMDEN MARK DORRIS  
BRETT JAMES EMERSON  
TRAVIS JOSEPH FUHRMANN  
RYAN STEPHEN GILLEY  
TRAVIS ALLEN GRAY  
BRITTANY LANELL HAHN

RODERICK MARTIN JACOBS  
KRISSA SHAY JOHNSON  
LYNDSEY MIKHAILA KECK  
JERRY DALE MCCAIN, JR.  
RYAN ALEX MCDANIEL  
SHANE GREGORY MINNIEAR  
BYRON DOUGLAS NAVARRO  
ERIN LEIGH PROVENCE  
KELLI N. SHAW  
TIFFANY ANNE STEWART  
BETHANY ALYSE TALLEY  
ZACHARY JOHN WOODWARD

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE

JASON LEE AUSTIN  
TIMOTHY JON BURROUGHS  
MEGAN AMANDA CALHOUN  
JAMES EDWARD CARLTON, JR.  
DEMETRIA YVONNE CRUTCHER  
JONATHAN ERNEST DURAND  
PAULA ELIZABETH STOUT GOODPASTURE  
ABBY ELIZABETH HANCOCK  
ELIZABETH SYLVIA HANUSZCZYK  
NIOKA NESHUN HARRIS  
RANDY C. HARRIS  
JOSEPH BLAKE HODGE

SARA JEAN LABAT  
JOHN JOSEPH MARTISCHNIG  
JENNIFER LYNN MOORE  
PORSCHA LATEAS MOORE  
LATARSHIA DELISHE OLIVER  
NESHA JENE PRITCHARD  
NEDD NAVAGON SIRITANAPIVAT  
DONNIE LEE SPAULDING, JR.  
WESTEN GRANT TALIAFERRO  
BRITTANY RENEE WALCKER  
JAMES EDWARD WHITE  
KATHRYN ANNE WILSON

## BACHELOR OF SCIENCE IN DENTAL HYGIENE

DANICA SMITH BIRDWELL  
CASSI DEAIION WILLIAMS CARSON  
MARY MARIE CORTEZ  
MARY MENDOZA ESTRADA  
LAURA ELISA FRANCO  
ALLISON NICOLE FURINI  
ANDREA GRACE GUMMERE  
JENNIFER HAYS

LACEY NICOLE JANOVEC  
LESLIE MICHELLE NESMITH  
ERIC JEROME RANGEL  
JESSICA LYNEL ROBINSON  
MECHAEL CHERE SIMMONS  
KELCY LYNN SIMPSON  
ELIZABETH DEEANN STEPHENS  
JESSICA CHRISTINE TURNER

## BACHELOR OF SCIENCE IN NURSING

JASPREET KAUR ABRAHAM  
REANA JOYCE ABRAHAM  
THOMAS ABRAHAM  
OLURANTI AJOKI POPOOLA ADETONA  
LINDSAY MICHELLE ADAMCIK  
JENNIFER KATHLEEN ALLEN  
NKECHI FLORENCE ANOZIE  
ADERONKE OLUFUNMILAYO BADEJOGBIN

LISA ANN BINDEL  
SHINGAYI LORRAINE BOSHA  
DONA RAE BRADY  
JULIE SUZANNE BROWN  
BRANDY ANNE BURMINGHAM  
S. DIANNE CARSWELL  
MARITZA MARIE CATES  
ANITHAMOL CHERIAN  
JEANINE LOUISE CHRISTIAN  
AMBER MICHELLE CLARK  
DEAN ALAN COCHRAN  
TAMMY LYNN WHITENER COOK  
EMMANUEL DANMOZIE  
AFUA PINAMANG DANSO  
BRIDGET AFUA DANSO  
NANA YAA DANSO  
LINDSEY L. DAVISON  
CANDACE DISMUKES  
KATE N. DURUGBOR  
JANE ELLA ELDREDGE  
LADONNA JO ERWIN-BROOKS  
SHANNON ELIZABETH ETTER  
SEHAR FAROOQ  
LAUREN S. FENOGLIO  
BRANDI RAESHEL FORD  
LESLIE GWIN GRESHAM  
JEANETTE CATHY CLEMENTS GUNN  
MISTI ROCHELLE HAGY  
MISSY GAY HARBIN  
AGNUS HARRISON

JAYNE CORY LEWIS-PITTER  
JEREMY DEWAYNE LEWIS  
HILLARY STEIRN LIEMAN  
NIKI JO LITTLEFIELD  
MARTHA MIDDLETON LYNN  
MARGARET MANOTI  
KARLA ANN BRAZIL MAX  
HANH THI DIEU MAY  
HEATHER JO MCKAHAN  
ASHLEY MARIE MENGE  
ASHLEY BRYNN LAWLER MILLS  
COLLINS K. MITEI  
BOCUS O. MOENGA  
CRYSTAL D'ANN MOORHEAD  
EDWIN NDUNGU  
ANGELA MICHELLE NEWTON  
CHIOMA NGOZI ODILI  
JOAN NKECHI OFILI  
BRANDON MORGAN OLINGER  
EFE RITA ONYEBU  
KALANI D. ONYEMA  
OLATEJU OPEGBEMI  
PETER ATTILA PALKO  
CHELSEA LAUREN PALMER  
PAULA ELAINE PALMER  
BINA B. PATEL  
HEATHER NICOLE PEPPER  
CHRISTOPHER DAVID POGUE  
BENJAMIN JAMES PREDA  
MALOREE PAIGE PRESCOTT  
KRISTOFFER ADAM PRICE  
CANDACE MARIE RAMIREZ  
JENNIFER ANN RENNER  
KELLY RYAN RIPKOWSKI  
JESSICA LEE ROBERTS  
KATHRYN ANN SABINE  
BLESSY PRISCILLA SAMUEL  
KATHLEEN MICHELE SANTOLUCITO

BACHELOR OF SCIENCE IN NURSING

BRITTANY NICOLE HAYDEN  
KAREN LILI HIGH  
CINDY ANN HOFF  
CYNTHIA IKHIANDOSEN ILESO  
TRISTA INGRAM  
KENNETH CHUKWUEBUKA IWUJI  
BRETT LEE JACKSON  
OLUWAKEMI JINADU  
JASMIN JOHN  
LIJO Z. JOHN  
TONI NICOLE JOHNSON  
NATASHA MARY JONES  
JACOB ISREAL JORDAN  
MONALISA KAMBANJE  
ROBIN KARIMPANAMANNIL  
JUSTIN MICHAEL KEETER  
MELISSA RACHEL YOUNGERMAN KING  
JOVITE A. LARROY  
THUS THI LE  
AMANDA NICOLE LEIJA

AMBER MICHELLE SCRIMPSHER  
NICOLE LUENA SEMPLE  
CATHERINE TERESE SKARSTEN  
ANGELA DAWN SKELTON  
LAUREN ROBIN SPREEMAN  
STACEY ELIZABETH TAYLOR  
THOMAS RYAN TEMPLE  
SELAMAWIT MENGISTU TESHAE  
BINSY THOMAS  
INDRA THOMAS  
NICOLE MARIE THOMAS  
KHOA TRAN  
STEPHANIE R. VANKIRK  
JERRIN VARUGHESE  
WHITNEY KAY WHITE  
KENZIE DREW WILLIAMS  
LEE ANN WILLIFORD  
JAMIE RENEE YEVAK

BACHELOR OF SCIENCE IN RADIOLOGIC SCIENCES

NESREEN NASRI ABUSAAD  
SHARONDA NICOLE ADKINS  
NATHAN TAIT AHO  
MONICA GAYLYNN ASHLEY  
KELLY LYNNE BARBER  
HOLLI TEKEE BULLOCK  
TINA LOUISE BUSHNELL

PAUL A. HILDERBRANT  
MICHAEL STEPHEN JAWORSKY  
SANDRA JEANIFEER LARA  
ERICKA MONIQUE MCCOY LASLEY  
SCOTT RYAN MACNAMEE

AMANDA LEA MCBRIDE  
ADRIAN E. MEDINA  
MORGAN ELIZABETH PARKER  
STEVEN PHILIP  
AKILAH RENA PIERCE  
SANDRA J. WARREN PRUITT  
KIMBERLY DAUN HICKMAN SEIGMAN

HALEY MARIE SMALLWOOD  
DEBORAH JEAN ROMERO SMITH  
STACEY LYNN SULLIVAN TAYLOR  
MELINDA L. JOHNSON WYNER

BACHELOR OF SCIENCE IN RESPIRATORY CARE

MARY SUE BYRD ABERNATHY  
GERARDO JARAMILLO AGUILA  
LARISSA RENEE TREVINO ALVAREZ  
TAMMY DEE STELLMACH BALKCOM  
LAURA JANINE BLUNDELL  
MITCHELL JEROME BROOKS  
JEFFREY RYAN BRUNER  
CARLA DENISE CAMPBELL  
APRIL LADAWN CHANCELLOR  
AARON GLEN CULLINS  
WITNEY ANN DARMODY  
TONYA LYNN DAWKINS  
REBECCA NICOLE FLOWERS  
JODI LYNN CANNEDY FOX  
SARAH ELIZABETH GARRISON

CASSANDRA CANUTE GOOD  
AMBER NICOLE HARRISON  
ABBIE ANN MORRIS HERRON  
CARISSA NICOLE HOLLOWAY  
ABDOULIE JOHN  
HOLLEY ANN KING  
TRACY MICHELLE LITTEKEN  
MISTERE MENDA MENGISTU  
NIMROD OTIENO NYAIDHO  
AMY CHARISS GUINN RAY  
MARY KATHERINE SAULTERS  
THANONGSINE TOM SAYTA  
MARISA DAWN SCHROEDER  
SARAH ELEANOR VAUGHN  
TIGE A. WELLS



BACHELOR OF SOCIAL WORK

ASHLEY DEE ALMANZA  
DEBORAH ANTHONY  
DESIREE MARQUITTA BERNAL  
KRISTIE NICHOLE BROOKS  
OFELIA CALDERON  
JESSICA LYN CARPER  
HANNAH MARIE KELLEY COOKE  
CHRISTIANA DESIR  
ROBERT JOHN ECKELKAMP  
DEBORAH YVONNE FEHR  
ASHLEY LAUREN HARRELL  
TYWASKIA TREEMAIN HERNDON  
MISTY MICHELLE KING  
TAMARA RENEE KOETTER

KIMBERLY ANN MARCKMANN  
HOLLY ANN MARIAM  
SUSAN K. MATHEWS  
PETRONA B. MONLOUIS  
DEBBIE ANN EVELYN NECKLES  
CHELSIE BROOK ONDERDONCK  
MURIEL A. OSSAI, JR.  
LORI ANN MCGLOTHLIN ROETTGER  
CARISSA WALKER SAMPLES  
NINA LOUISE VASQUEZ SANCHEZ  
KELLY MARIE SCHMALZER  
FRANCES DARLENE WALKER  
SONYA RENEE STANDIFER WILLIAMS  
AMBER MONIQUE WILLIAMS

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

BACHELOR OF APPLIED ARTS AND SCIENCES

WESLEY HAROLD BAILEY  
MELISSA LOUISE AARON BALEISIS  
SYED UMAR BUKHARI  
KEVIN MICHAEL CLARK  
BILLY LYN COLLINS  
DARREN LEE DAVIS  
ZANE EDWIN DONOHO  
ASHLEIGH D. DOUGLAS  
MARSHALL EAGLE  
SARAH FLORES  
ELLIOTT MARCUS GRANT  
KAREN JEAN HANCOCK-WHITE  
BRISBANE J. HARDEN, JR.  
SARAH SULLIVAN HERNANDEZ  
SCOTTIE ALLEN HILL  
CLEOSA DANIEL HOLYFIELD  
RAYMOND RANDY ISBELL  
CAMIE DAWN JACKSON  
SANDRA JACKSON  
SUSAN DENISE JARRED  
JOANNE MARIE JASTER  
SHERI RENE JORDAN  
JASON SCOTT KAETHER  
SVITLANA VALERIYIVNA KALASHNYK  
CHARLES RICHARD KNIGHT  
DANIEL SEAN LESLIE  
JOSHUA JON LEWIS  
THOMAS EDWARD LIVERNOIS  
RUSSELL WILSON LYNNE III  
HEATHER M. MADDEN

JOSEPH FITZPATRICK MCMAHON  
DARRELL LYNN MEISSNER  
SERGIO ARTURO MORIEL  
ANNA KATHRYN O'DELL  
JOHN CANO ORNELAS, JR.  
BIJAL PATEL  
BILLIE SUE WIGGINS PENDLETON  
DEVON RAYNA PERKINS  
DARCY DEWAYNE PHILPOTT  
THOMAS L. PRICE, SR.  
AMBER DANIELLE RICHESIN  
RANDI NICCOLE ROANHAUS  
MARK STEVEN ROBINSON  
JOEL EDWARD RODRIGUEZ  
KARL H. SCHLICHTER  
RACHEL KATHRYN SEWELL  
GARY LYNN SINCLAIR  
DEAN ALAN SULLIVAN  
CONNIE BAKER TAKACS  
BILLY R. TANNER, JR.  
MARK RANDAL TECHMEYER  
MICHAEL R. THOMPSON  
PHANTA DENYSE TYLER  
JERRY VILLARREAL  
PATRICK THANG VU  
JOHN ALLEN WALL  
MATTHEW DAVID WEST  
TERIA DEMOND WILLIAMS  
TERA FAE WONG

BACHELOR OF ARTS

JONATHAN AARON ABEL  
ANNETTE C. P. ALEXANDER  
JORDAN LEE ATKINSON  
KELLY ANN HUMPHRIES ATWELL  
GENA MARIE BULLARD AYERS  
ADAM RYAN BELL  
BRADLY CURTIS BENTON  
CHANCE ARTHUR BOND  
ANNETTE MARIE BURT  
CHRISTOPHER ALAN COOK  
JOEL PHILIP DAMRON  
VENUS J. EFEBO  
DEANNA LYNN ENOS-ERSKINE  
KATHERINE LOUISE EPPLER  
CONSTANCE DANIELLE HAMPTON  
ELIZABETH BOURLAND HAWLEY  
STEFANI BRIANNE HEWATT  
FADIL J. IMO  
JEFFREY LEE JACOBS  
CLAYTON RAY JOHNSON  
ARLEN JAY KINCAID, JR.  
EDDIE LEE LYNN  
AARON MICHAEL MAHURIN

OLGA LIDIA MANDUJANO  
KIMBERLY ANN MAY  
EMILY KATHRYN MCBROOM  
DAVID CHRISTIAN MCPHATE  
NAVAUDA SHAREE MILLER  
LAILAH SHAFIQ NABHAN  
NICHOLE DENINE PHILLIP  
MELISSA MARIE GANNON PICARD  
ALYVIA NANCY PLUMMER  
DANNEY DUANE RASCO  
DAVID MARTIN RASMUSSEN  
ELISABETH JANALEE REDDING  
RUSSELL LYNN SCHAFFNER  
JORDAN CRAIG SHERRILL  
SETH ALAN SIMS  
TERESA JANE SWILLEY  
REESE COLE TALLEY  
DONNELL JOEL THOMAS  
HEATHER MEGAN THOMAS  
KOSUKE TSURUMI  
MATTHEW PRICE TUTTLE  
KINDA MISSIE WILLIAMS  
ADAM HERBERT WITTE

BACHELOR OF SCIENCE

TECHAR CHARLINA CUFFY  
DEANA DANILOVA  
HANNAH MICHELLE DEAN  
BILLY JOSEPH GARRETT  
CASSIDY NICOLE GUICE  
MEGAN ANN HARGROVE  
JESSICA CECILIA HOFFMEISTER  
BLAKE LEE JACKSON  
CHRISTOPHER MICHAEL JAMES  
JAISY LEELA JOHN

ERICA JANETTE LAISE  
LAUREN DIANE MORATH  
JODI JOYCE PATTERSON  
ROBERT A. POTTS  
NADINE SAMARA PREVOST  
JAMES MICHAEL REED  
TAMMI ANIKA ROBERTS  
SCOTT EDWARD RYE  
JOHN ROBERT SWANSON  
COURTNEY ANN VALDEZ

COLLEGE OF SCIENCE AND MATHEMATICS

BACHELOR OF ARTS

JOSEPH BOLIN GILBERT

BACHELOR OF SCIENCE

JIMMY HUNTER ADAMS  
ADAM MICHAEL BIWAN  
KENNETH GERALD BOSMA  
SABRINA AUGUSTINA BRADLEY  
REBECCA ANN BULLION  
TRUDY MARIE-ANGE CHRISTIAN  
ANNA KATE DELOZIER  
TRAVIS KEITH DOSCH  
ASAMI SAMANTHA FUKASAWA  
CORINNE REINA GEORGE  
KEVIN TAKED GLASSBURN  
MEGAN ROSE GREWING  
KATELYN ELIZABETH HAHN  
MATTHEW D. HAWKINS  
TYLER GRANT HENDERSON  
DIANE P. HOANG  
CRYSTAL NICOLE HORN  
AUSTIN ROSS HOWARD  
MEGHAN ELIZABETH HULL  
KOURTNEY AMBER KUBALA  
ANTONIA BERNADETTE LAURENT-GOODMAN  
LEIGHA MARIE NOLL MADDEN  
BLAIR NICOLE MAXWELL

JENNIFER SANSING MENDOZA  
TRICIA SHIREEN NEPTUNE  
THUY DIEP NGO  
NIMESHKUMAR P. PATEL  
RAJIV NATU PATEL  
ANTHONY RAYMOND PEREZ  
NINA TRANG QUACH  
AMY LEA RIVARD  
KEVIN ERIC ROBERSON  
ASHLEY LEAH ROBERTS  
SAMUEL ROBERT SCHERFF  
AFEES DEMI SHOAGA  
BRADY CHARLES SIMONS  
COLBY DOUGLAS SLAYBAUGH  
ANGELA RENAE SNYDER  
KEIJIRO SUZUKI  
SHANELL KISHA TELEMAQUE  
ABEGAYL LORENDA THOMAS  
RICKY JUNIOR THOMAS  
VINH HONG TRUONG  
AMBER DENISE WITTE  
RYAN WOODY  
NORIHIRO YOSHIZAKI

BACHELOR OF SCIENCE IN CLINICAL LABORATORY SCIENCE

CHARLA MARIE BEDFORD

AMY LYNN COOK

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING

SHAWN DEVON BLACKETTE  
ZENO KARELL FERGUSON  
JESUS GUTIERREZ  
MATTHEW DON HENSLEE  
BRAD CHRISTOPHER HOLLIDAY

RHORN JOHN  
JASON EDWARD MEISEL  
YUSUKE NAKANISHI  
MICHAEL ALVAREZ PAGDON SOLAN  
CARLYNE TRICIA PARILLON

COLLEGE OF BUSINESS ADMINISTRATION

MASTER OF BUSINESS ADMINISTRATION

JOHN TRAVIS BOHANNON  
MARIE-THERESE BURTON

JUSTIN ROBERT LEWIS  
WILLIAM CODY LOVELACE

COLLEGE OF BUSINESS ADMINISTRATION

MASTER OF BUSINESS ADMINISTRATION

RYAN COLE CANNEDY  
KEN BENTHAM SCOTT EDWARD  
CASMINI KAVITA EDWARDS  
JON FRANKLIN HAMMONDS  
MIRANDA KAYE JENTSCH HARVEY  
JERMAINE JEWEL JEAN-PIERRE

PETER EMMANUEL MCMILLAN  
KEDRIC JOSEPH OSBORNE  
KEVIN JOSEPH SCOTT  
SHENICA DIANA SEBASTIAN  
GIDO VAN SANTEN

COLLEGE OF EDUCATION

MASTER OF ARTS

AMANDA MARIE BRINKMAN ATTIG  
RHONDA LEA GARDNER  
CHRISTOPHER MICHAEL GEEZE  
JESSICA LYNN GUHL  
AMY MICHELE MORRISON

FRANK CHARLES PATIN  
DANIEL BARTOW RICHMOND  
LAKRISA LAVETTE STEVENSON  
MARGORY ANN SMITH

MASTER OF EDUCATION

PETER BRAVEBOY  
LISA MARIE CORNELISON BROWN  
JO LYNN M. COHEN  
ROBERT ALAN HENRY  
APRIL LYNN HILL  
MORRIS RAY KEITH  
MARILYN KAY KEOWN

LESTER E. PIERRE  
JANA LYNN SCHWARZ  
STEPHANIE MARIE STRIKE  
TERRIE OGLE TALLEY  
KELLI KOLETTE WALKER  
DAWN LEE WILKINSON  
MARK JERALD WILSON

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

MASTER OF HEALTH ADMINISTRATION

JILL DEANNA EMERSON  
JOHN SCOTT GWILLIAM  
ANIL D. HALAPPA

PRASHANT SHANKARRAD KALE  
MICHAEL JAY MOORHEAD  
NINAD DHANVANTRAY PAREKH  
HEATHER DAWN WILLIAMS

MASTER OF PUBLIC ADMINISTRATION

JOSHUA SHANE MATLOCK

KYLE WAYNE MILLER

MASTER OF SCIENCE IN KINESIOLOGY

KATHERYNE ELIZABETH HICKMAN GRAHN  
ALBARD LOPEZ

JASON ROBERT MENG  
STEFAN ROTHE

MASTER OF SCIENCE IN NURSING

MARCY SUE BECK

MASTER OF SCIENCE IN RADIOLOGIC SCIENCES

PAMELA JEAN JOSEPH

DIANA P. MATHAI

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

MASTER OF ARTS

KIRI LEIGH BAKER  
AMY ELIZABETH COX  
JOSEPH TREY COX III  
WANDA J. CLOWDUS DYE

JENNIFER DAWN HIBBS  
LANCE AARON HILSCHER  
LAURA ANN HISE  
CATHERINE LOUISE MCGINN  
KATIE R. ORTIZ

COLLEGE OF SCIENCE AND MATHEMATICS

MASTER OF SCIENCE

ADEYOSOLA AGBOOLA ADEBIYI  
JAMES G. GARDNER  
JUNIE AUBREY LEBLANC

ARVIND KUMAR SAINI  
NICHOLAS EUGENE WHITTINGTON

## **PROPOSED NEW POLICY**

### **Hiring of Academic Administrators With or Without Faculty Tenure**

#### **I. General Hiring Policy**

Academic administrators (chair, dean, provost, president) may be hired with tenure or without tenure.

##### **1. Initial Hiring Without Tenure**

An individual may be hired as an academic administrator without faculty tenure on an at-will term contract not to exceed a total term of three (3) years. Any individual so employed may choose to apply for tenure and go through the tenure process under the university's general policy for tenure, as would any other faculty member (see Policy 3.120). Credit for years served at another institution will be identified in the offer letter.

##### **2. Initial Hiring With Tenure**

Academic administrators whose academic background warrants the appointment as associate professor or professor may be hired with faculty tenure if they were previously tenured at an accredited university. An exception to the latter requirement may be made for individuals who served institutions that do not offer tenure. Tenure will apply to the faculty position only and not to the administrative appointment. The individual's administrative appointment would be made through a term contract not to exceed three (3) years.

The search committee, the relevant chair who will confer with discipline faculty, the relevant dean, the provost, and the president will make recommendations to the Board of Regents on whether to grant tenure. No one whose position is being filled will be asked for a recommendation.

#### **II. Termination or Cessation of Administrative Employment**

See Policy 3.128

**3.128 ADMINISTRATORS WITH FACULTY TENURE/EXCLUDING DEANS OF COLLEGES APPOINTMENT**

**Date Adopted/Most Recent Revision: 11/07/03**

**A. Dismissal**

An administrator who holds tenure on the is a faculty member of the university holds the administrative position at the pleasure of the appointing authority and may be dismissed from the administrative position without cause. In such event, the individual may return to a tenured faculty position. however, **However**, actions taken while in the administrative position may constitute grounds for dismissal from a tenured faculty position, and procedures for dismissal from the tenured faculty position shall be those set forth in Policy policies 3.116 (Notice of the Non-Reappointment of Non-Tenured Faculty) and 3.124 (Dismissal of Tenured Faculty for Cause) of the *MSU Policies and Procedures Manual*.

**A. Salary Adjustment**

The salary of a tenured faculty member an administrator with faculty appointment who returns to the faculty after serving in an administrative position will be adjusted so as to be equitable in relation to salaries of individuals with similar training and experience at Midwestern State University and at comparable Texas public institutions. comparable to that of other faculty members in the same discipline at the same rank.



### **3.120 FACULTY TENURE AND PROMOTION POLICY**

**Date Adopted/Most Recent Revision: 5/11/07**

#### **Eligibility Requirements**

1. The faculty member must have completed a minimum of four (4) years of full-time academic experience in higher education at the rank of Assistant Professor or above before being eligible for application for tenure. Two of the four years may be awarded for experience at another institution. The award will be decided at the time of employment and included in the contract. Two of the four years may be awarded for experience at Midwestern State University in a full-time non tenure-track position at the rank of assistant professor or above. NOTE: If the contract for a faculty member hired prior to the implementation of this policy reads that he/she may choose to apply for tenure during his/her fourth year, that agreement will be honored under the new policies and procedures.

Faculty members may apply for tenure during their fifth and/or sixth year. Faculty members who are not awarded tenure at the beginning of their seventh year will be given a terminal contract for the seventh year.

In the presence of extenuating circumstances not under the control of the faculty member, the president, after consulting the relevant chair and dean, and the provost, may extend the probationary period.

2. The faculty member must have completed the highest degree available in the discipline of his/her primary teaching responsibility (ordinarily the doctoral degree but possibly a master's degree if it is acknowledged to be the terminal degree in the particular field). A related doctoral degree may be substituted if approved in writing by the college dean, provost, and president. If a bachelor's degree is the highest degree available in the discipline, a faculty member must have completed a related master's degree approved in writing by the college dean, provost, and president

**3.136 FACULTY DEVELOPMENT LEAVE**  
**Date Adopted/Most Recent Revision: 11/07/03**

**A. General Requirements**

**1. Purpose**

The purpose of faculty development leave is to allow eligible faculty members time for engaging in study, research, writing, and creative projects. Though these activities may contribute to the attainment of an advanced degree, a faculty development leave will not be granted for that purpose only.

**2. Eligibility**

As part of its faculty development program, Midwestern State University offers faculty developmental leaves. Tenured faculty members with (1) at least six years of full-time service to MSU and (2) at least six years of full-time service since their last faculty development leave, as long as they have submitted the required Developmental Leave Report(s) in a timely manner, are eligible. The full-time service may include teaching and other duties. University Research Committee members are not eligible to apply for a development leave during their tenure on this committee. The evaluation of applications will be guided by the following considerations:

- a. Quality of the proposal and its likelihood to add to the recipient's knowledge and teaching effectiveness
- b. Equitable assessment of all proposals
- c. Availability of resources

An application may not be refused on the basis of whether the applicant can easily be replaced during the leave.

**2. Qualifying Activities**

Applicants may request developmental leaves to engage in study, research, writing, and similar projects for the purpose of adding to the knowledge available to themselves, their students, the University, and society generally. Developmental leaves are not available to support completion of an advanced degree.

**3. Grants**

A faculty member on development leave may accept a grant for study, research, or travel from any institution of higher education or from a charitable, religious, or educational corporation or foundation, or from any federal, state, or local government agency. Any other outside employment or compensation requires the written approval of the following MSU officials:

- a. The Chair
- b. The Dean
- c. The Provost
- d. The President

**4. Changes of Terms**

After a faculty developmental leave has been granted, any change in the terms of the leave requires written approval of the following MSU officials:

- a. The Chair
- b. The Dean
- c. The Provost
- d. The President

## B. Conditions

### 1. Participation Limit

In accordance with Texas law, at most 6% of the MSU faculty members will be on Faculty Development Leave at the same time. ~~It is to be expected that~~ Financial constraints will reduce this percentage markedly.

### 2. Rates of Compensation

Faculty Development Leaves for one academic year are granted for half of the recipient's regular salary, leaves for one-half academic year (4.5 months) are granted at the recipients recipient's full salary. No paid leaves are authorized for summer sessions. ~~After a faculty development leave has been granted, any change in the terms of the leave requires prior written approval.~~

### 3. Written Agreement Requirements

Upon accepting a developmental leave, a faculty member shall sign an agreement to serve one full academic year after completion of the leave. Included in the agreement will be a clause requiring the faculty member to reimburse the university in the amount received as salary and fringe benefits from the state while on leave should he or she choose not to serve the university during the year following the developmental leave. Any exceptions must be approved by the president.

### 4. Rights and Privileges

A faculty member on development leave will retain the right to and eligibility for all benefits extended by the state of Texas to full-time faculty members, as well as all other rights and privileges of a full-time faculty member. While the faculty member is on leave, the ~~The university administration shall cease to be~~ continue to deduct ~~deducted from the leave recipient's~~ his/her salary the employee's share of the cost of all benefit programs ~~as are legal or elected by~~ in which the faculty member ~~on leave~~ is enrolled, as well as other amounts required or authorized by the faculty member.

### 5. Reporting Requirements

Recipients of Faculty Development Leaves must submit a written report of their leave activity to the provost. Due dates are May 1 for a fall semester leave and November 1 for a spring semester leave. Those on a full-year leave must submit a progress report at the mid-leave reporting period and a final report on May 1 or November 1, whichever is closest following the conclusion of the leave. If that date falls on a weekend, the report is due the following business day.

## C. Application and Selection Process

### 1. Application Deadline

The annual deadline for application submission is October 1 of the year prior to the proposed leave. If that date falls on a weekend, the due date is the following business day ~~Monday following~~ October 1.

**2. Initial Evaluation and Review**

The applicant will submit a completed application to the chair of the department. The chair will ~~verifies~~ verify the applicant's eligibility, ~~provides~~ provide the required information including an evaluation of the request, and ~~forwards~~ forward the application to the dean on or before October 10. If that date falls on a weekend, the due date is the following business day ~~Monday following October 10~~. The dean will ~~adds~~ add an evaluation of the application and a statement on the chair's plan to replace the faculty member during the faculty ~~developmental~~ development leave and ~~forwards~~ forward the application to the University Research Committee on or before October 20. If that date falls on a weekend, the due date is the following business day ~~Monday following October 20~~.

**3. University Research Committee**

The University Research Committee will ~~submits~~ submit its recommendations with written reasons in rank order to the provost on or before October 31. If that date falls on a weekend, the due date is the following business day ~~Monday following October 31~~.

**4. Provost**

The provost will ~~evaluates~~ evaluate all applications, recommendations, and plans for replacing the faculty member during the faculty ~~developmental~~ leave, and ~~consults~~ consult with the president. After the president makes a decision, taking into account the quality of the applications as well as the financial implications, the provost will ~~informs~~ inform the dean, the chair, and the ~~faculty member~~ applicant of the decision.

**5. President**

The president will ~~submits~~ submit his or her decision to the Board of Regents and ~~asks~~ ask for the board's approval.

**6. ~~Reconsideration~~**

~~An applicant not receiving a leave may submit an updated application for reconsideration during succeeding application periods.~~

**D. Program Assessment**

At least once every three (3) years, the provost will appoint an ad hoc Program Review Committee, comprised of faculty from each of the university's colleges to review the Faculty Development Leave program including this policy ~~statement~~ and the Faculty Development Leave applications and reports submitted since the last program review. Based upon its review the committee will submit a report to the provost evaluating the Faculty Development Leave program and offering suggestions for improvement, including changes to the policy ~~statement~~.

### 3.341 FAMILY AND MEDICAL LEAVE

Date Adopted/Most Recent Revision: 08/04/2006

#### A. General

In compliance with the Family and ~~m~~Medical Leave Act (FMLA), effective August 5, 1993, as amended January 28, 2008, Midwestern State University will provide up to twelve (12) weeks of unpaid leave during a 12- month period to eligible employees for:

1. Childbirth
2. Adoption or foster care placement
3. Recovering from a serious illness or injury
4. Caring of ~~for~~ a seriously ill spouse, son, daughter, or parent. (Children must be less than nineteen (19) years of age or, if over eighteen (18) years of age, they must be mentally or physically disabled.)
5. A qualifying exigency which is the result of the spouse, child, or parent of the employee being on active duty or notified of an impending call to active duty in support of a contingency operation of the Armed Forces.

#### B. Service Member Family Leave

An eligible employee who is the spouse, child, parent, or nearest blood relative of a covered service member shall be entitled to a total of 26 workweeks of leave during a single 12-month period to care for the covered service member. During this single 12-month period, an eligible employee shall be entitled to leave for a total of 26 workweeks in combination with other types of leaves under paragraph A, 1-5.

#### C. Covered Service Member

A “covered service member” is a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is on the military’s temporary disability retired list, for a serious injury or illness.

#### Reinstatement

~~Upon expiration of the approved leave, Midwestern State University will reinstate the employee to the same or equivalent position held before taking the leave.~~

#### D. Eligibility

To be eligible for FMLA leave an employee must have worked for the university for at least twelve (12) months and for at least 1,250 hours during the 12 months preceding the start of the FMLA leave.

#### E. Reinstatement

Upon expiration of the approved leave, Midwestern State University will reinstate the employee to the same or equivalent position held before taking the leave. An employee who has been on FMLA leave due to his or her own serious health condition is required to provide medical certification of fitness for duty.

#### F. Continuation of Benefits

State-paid employee health benefits will be maintained during the approved leave. ~~provided the employee continues to pay the premiums for dependent and optional coverage in force.~~ Employees must pay their portion of optional dependent and other insurance to maintain optional coverage in force. ~~However, Longevity, sick leave,~~

and vacation leave accruals will not be authorized **during unpaid FMLA leave**. If the employee does not return to work after the leave period, for any reason other than a serious health condition or circumstances beyond the employee's control, the employee will be responsible for reimbursement to the university for the health insurance premiums paid during the leave.

**G. Serious Health Conditions**

A serious health condition is any illness, injury, impairment, physical, or mental condition which involves inpatient care in a hospital, hospice, or medical care facility or continuing treatment by a health care provider for a chronic or long-term health condition that is incurable or so serious that if not treated would result in a period of incapacity. As applicable to a covered service member, a serious injury or illness is one incurred by the member in the line of duty while on active duty in the Armed Forces that renders the member medically unfit to perform assigned duties.

**H. Advance Notice Notification**

Employees are expected to give as much advance notice as possible when requesting FMLA leave. ~~Employees are expected and~~ to make all reasonable efforts to minimize the disruption caused by their absence; i.e., ~~maximum advance notice~~, rescheduling of medical treatments whenever possible, etc. In the event the employee does not request FMLA leave, supervisors should promptly notify the Human Resources Department if they suspect that an employee is absent due to an FMLA event. Questions may be asked of the employee to confirm whether the leave needed or being taken qualifies for FMLA purposes. Employees shall be notified in writing that an absence is being designated by the university as FMLA leave. If the university was not aware of the reason for the leave, leave may be designated as FMLA retroactively while the leave is in progress or within two business days of the employee's return to work.

**I. Intermittent Leave**

Employees may request that the FMLA leave be taken on an intermittent basis when the condition is medically necessary. Intermittent leave for the birth of a child or placement of an adopted or foster or adoption of a child may only be taken upon approval of the university. Subject to advance notification, a reduced leave schedule or intermittent use of leave may be granted to an employee for a qualifying exigency due to the active duty of a spouse, child, or parent in support of a contingency operation of the Armed Forces. If an employee and their spouse both are employed by the university, the total combined leave authorized for the birth/adoption of a child will be twelve (12) weeks. During a prolonged period of intermittent leave, the university may require the employee to transfer to another position which offers equivalent pay and benefits.

**J. Spouses Employed by the Same Employer**

If a husband and wife both are employed by the university, in some instances, the total FMLA leave entitlement of both employees must be aggregated.

1. Combined leave taken for the birth of a child or placement of an adopted or foster child is limited to 12 workweeks in a 12-month period.
2. Combined leave taken to care for a sick child is limited to 12 workweeks in a 12-month period.
3. Combined leave taken for a qualifying exigency as the result of a contingency operation of the Armed Forces is limited to 12 workweeks in a 12-month period.



4. **Combined leave taken to care for a covered service member is limited to 26 workweeks during a single 12-month period.**

**K. Application Procedures**

Midwestern State University employees requesting FMLA leave ~~without pay~~ shall follow these procedures:

1. Prepare a written leave request indicating the nature of the **FMLA leave** family ~~problem or and~~, (if a medical condition), the relationship of the patient, the duration of the condition, and the medical facts regarding the condition. Certification from the health care provider should be attached verifying the above conditions. This information ~~is~~ **will** required if the medical condition applies to the employee or if the condition involves a member of the immediate family (spouse, child, or parent). If a second medical opinion is required, costs for this service will be paid by the university. The employee may be required to furnish additional certifications to substantiate the need for continuing leave. **A request for leave related to active duty or a call to active duty in support of a contingency operation must be supported by a certification.**
2. The written request for FMLA leave will be provided to the employee's immediate supervisor, who shall forward the request through the supervisory channels to the appropriate Vice President. The Vice President will forward the request to the Director of Human Resources who will review the request and verify that the leave satisfies the requirements set forth in this policy.
3. **The employee is required to substitute any available accrued paid leave for any part of the applicable 12 or 26 weeks of leave provided under the Family Medical Leave Act.** Requests for **unpaid** FMLA will only be approved after the employee has **exhausted** ~~used~~ all available accrued leave, if applicable. ~~Leave taken from all sources will be applied to the twelve (12)-week leave period authorized by the Family Medical Leave Act of 1993.~~
4. Staff employees will record all FMLA leave time taken on their monthly time sheet. Faculty members will submit an itemized list of all FMLA leave taken, including the beginning and ending dates of leave, **on the monthly faculty sick leave form** ~~immediately upon their return to work.~~

**L. Employee Rights**

**Employees who exercise their rights under the Family and Medical Leave Act are guaranteed protection from discrimination and retaliation by the university.**



## **PROPOSED NEW POLICY**

### **Staff Senate Purpose and Constitution**

#### **Purpose**

The Staff Senate shall serve as an advisory body to the president regarding matters affecting staff employees.

#### **Article I**

##### **Eligibility**

Membership on the Staff Senate is limited to regular full-time employees who have served in benefits-eligible, non-faculty positions at Midwestern State University for at least 12 continuous months immediately preceding January 1 of the year in which they are nominated.

#### **Article II**

##### **A. Membership Representation**

The number of senate seats shall be allocated proportionally within each EEO job classification category based on the most current information as provided by the Director of Human Resources.

##### **1. EEO Job Classification Categories:**

- a. Officials and Administrators (Excluding president, vice presidents, provost, and associate vice presidents)
- b. Administrative Support
- c. Non-faculty Professional
- d. Skilled Craft Workers
- e. Service and Maintenance
- f. Technicians and Paraprofessionals

##### **2. Allocation Chart**

Number of Staff Employed Within EEO Classification	Number of Staff Senate Representatives
29 or less	1
30-59	2
60-89	3
90-119	4
120 +	5

##### **B. Officers**

The officers of the Senate shall be the Chairperson, Vice Chairperson, Secretary/Treasurer, and Parliamentarian, which will constitute the Executive Committee. During the month of May, senators who will serve in the term beginning the following September, will hold an organizational meeting to elect officers for the new term. The current Chairperson will preside over the organizational meeting and no other business will be conducted. Members elected to the Executive Committee shall serve as officers

for a one year term beginning September 1. The Chairperson of the Staff Senate shall be a voting member of the Administrative Council and shall attend the meetings of the Board of Regents. The Executive Committee may appoint ad hoc committees within the membership as deemed necessary.

**C. Terms**

Members shall serve two-year terms beginning September 1. The terms will be staggered in such a manner to ensure that no less than one-half of the terms will expire each year. Members will be limited to two consecutive terms and may be re-elected after an absence from the senate of one year. In order to initially establish the staggered terms, the forming committee shall, as evenly as possible, allocate one and two-year terms to each EEO job classification with the stipulation that a seat in a representative classification having only one senate seat shall initially be filled by a two-year term. In the event that two or more new seats are added, the initial terms should be set so that the fifty-fifty balance of the Senate is maintained, with an odd seat, if it exists, elected for a two-year term.

**Article III**

**A. Elections**

Elections will be held each April to fill seats which will be vacant on the following September 1. The nomination process will be held during the month of March. Eligible staff may self-nominate if they have an interest and desire to serve. The senate will determine the deadline for nominations, conduct the election through secret ballot, and notify the nominees. All benefits-eligible, non-faculty staff members are eligible to vote for nominees within their respective EEO classification. In the event of a tie, a run-off election will be held. The election results will be published within ten working days after the election.

**B. Vacancies**

Senate seats which become vacant prior to a regular election shall be filled by alternates from the respective EEO job classification, in succession beginning with the alternate receiving the highest number of votes in the most recent election. Alternates will serve until the next regular election and time served as an alternate will not be counted against the term limits. If no alternate from the respective classification is available to serve at the time the vacancy occurs, the seat will remain unfilled until the next regular election.

**Article IV**

**A. Meetings**

The Executive Committee will schedule regular monthly Senate meetings with a minimum of six regular meetings held within each fiscal year. One week prior to the scheduled meeting, the Executive Committee will meet to set the agenda. The agenda of the next scheduled meeting along with the publication of the minutes from the most recent meeting shall be announced to the university community at least three working days in advance of the meeting date. Meetings will be open to the university community except when in the judgment of the Executive Committee it is determined that the meeting should be held in closed session. Individuals wishing to address the Senate or place items on the agenda may submit a written request through the membership. A quorum shall consist of a simple majority of the membership. Members shall be allowed a reasonable amount of time to devote to Staff Senate meetings and senate work as part of

their normal working duties. Members must inform their supervisors well in advance of time required to conduct the Senate's business. Procedure will be determined by *Roberts Rules of Order* unless dictated by policy.

**B. Expulsion**

A member who is absent from three consecutive regular senate meetings shall relinquish his or her senate seat. An appeal for reinstatement may be filed with the Executive Committee by presenting documentation of good cause. In the event the Executive Committee upholds the decision to expel the member, the next alternate in the respective EEO classification will be notified to serve.

**C. Amendments**

Any full-time benefits-eligible staff member currently employed at Midwestern State University may propose a Staff Senate constitutional amendment by placing the item on a Senate meeting agenda. Constitutional amendments require approval by a majority vote of the Staff Senate and approval of the president and the Board of Regents.

**STUDENT SERVICES  
COMMITTEE**

## Student Services Committee

### Membership

Carol Gunn

Reno Gustafson

### Reading and Approval of Minutes

08-112. The minutes of the Student Services Committee meeting February 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 08-112.

### Student Government Report

08-113. A representative of the MSU Student Government Association will update the board on recent activities.

UNIVERSITY DEVELOPMENT  
COMMITTEE

## University Development Committee

### Membership

Reno Gustafson, Chairperson

Charlye Farris

Ben Wible

### Reading and Approval of Minutes

08-114. The minutes of the University Development Committee meeting February 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 08-114.

### Summary of Gifts, Grants and Pledges 9/1/07- 4/11/08

08-115. This report is shown as Attachment 08-115 and is presented as information only.

### Naming of University Facilities and Entities

08-116. In accordance with university policy the administration may make recommendations concerning naming opportunities on the Midwestern State University campus.



UNIVERSITY DEVELOPMENT  
COMMITTEE ATTACHMENT

**Summary of Gifts and Grants  
2007/2008**

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	Total Year to Date
<b>MSU General Support</b>	\$700	\$96,054	\$22,153	\$118,907
(Library, Scholarships, etc. )				
<b>West Foundation</b>				
West College of Education	\$71,055			\$71,055
Joint Proposal with WFISD	\$85,124			\$85,124
<b>Perkins Prothro Foundation</b>				
Prothro-Yeager College of Humanities/Social Sciences		\$25,000		\$25,000
French Scholarships		\$6,000		\$6,000
<b>The Priddy Foundation</b>				
College of Science and Mathematics		\$1,000,000		\$1,000,000
<b>Shanor Foundation</b>				
Student Ambassadors		\$12,000		\$12,000
<b>Wirk Edwards Foundation</b>		\$40,000		\$40,000
<b>Fain Foundation</b>			\$250,000	\$250,000
<b>Harvey Art Gallery</b>			\$100,000	\$100,000
<b>Wichita County Educational Foundation</b>		\$10,000		\$10,000
<b>Jim and Vicki McCoy - Engineering Building</b> (2007/2008 pledge commitment)		\$83,333		\$83,333
<b>McCoy Engineering Endowment</b>		\$100,000		\$100,000
<b>Mr. and Mrs. D. Phil Bolin</b>				
Mechanical Engineering Labs			\$500,000	\$500,000
<b>Bryant Edwards Foundation</b>			\$250,000	\$250,000
<b>Hardin Foundation</b>			\$10,801	\$10,801
<b>Elvin Kays-Give Something Back Endowment</b>	\$200		\$100	\$300
<b>Hood Mass Communication Endowment</b>	\$1,150			\$1,150
<b>Dawson Respiratory Care Endowment</b>	\$200	\$25	\$1,000	\$1,225

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	Total Year to Date
Grace Scholarship Endowment	\$4,365			\$4,365
Kiowa Kooks/Art Beyer Endowment		\$10,000		\$10,000
Team Arrow Endowment		\$10,000		\$10,000
Linda Hawley Nursing Endowment		\$2,000		\$2,000
Mad Medics Music Endowment		\$450		\$450
Tom Blakeney Athletics Endowment		\$10,000		\$10,000
Ball/Boys-Girls Club Endowment		\$10,000		\$10,000
R. J. Moran Endowment		\$25,000		\$25,000
Madera Professorship		\$50,500		\$50,500
Ramona and Leroy Daniel Endowment		\$1,875	\$675	\$2,550
Scheurer Engineering Endowment		\$11,050		\$11,050
ndemann Nursing Endowment		\$1,965		\$1,965
NT Restaurant Association Endowment		\$3,500		\$3,500
Watkins Geology Endowment		\$850		\$850
Work Services Corporation Endowment		\$10,000		\$10,000
Smith Scholarship Endowment		\$50,000		\$50,000
Thomas/Fortune Business Endowment			\$840	\$840
Campbell Humanities Endowment			\$100	\$100
Atkins Education Endowment			\$2,500	\$2,500
Horner Biology Endowment			\$100	\$100
WF Museum of Art at MSU				
. Cash		\$17,750	\$1,300	\$19,050
Texas Higher Education Coordinating Board	\$86,893			\$86,893
Texas Quality Grants Program - Middle School Mathematics				

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	Total Year to Date
<b>President's Excellence Circle</b>				
2005/2006		\$250		\$250
2006/2007		\$5,650	\$1,275	\$6,925
2007/2008 (campaign total to date)		\$227,242	\$31,425	\$258,667
<b>Annual Fund</b>	\$27,425	\$168,594	\$96,378	\$292,397
<b>Alumni Association</b>	\$10,255	\$7,570	\$1,265	\$19,090
1,720 (2007-2008 membership)				
(includes 525 lifetime members)				
<b>Athletics</b>				
<b>Mustang Athletic Club</b>				
Cash	\$2,500	\$6,150	\$6,775	\$15,425
In-Kind	\$81			\$81
<b>Corporate Sponsors</b>				
Cash	\$21,325	\$23,175	\$12,125	\$56,625
<b>Fantasy of Lights</b>	\$27,935	\$23,371	\$1,006	\$52,312
<b>TOTAL</b>	\$339,208	\$2,049,354	\$1,289,818	\$3,678,380
<b>Scholarship Funds from Outside Sources</b>	\$42,556	\$147,505	\$54,988	\$245,049
(not actual gifts to university)				

**Summary of Outstanding Pledges  
2007/2008**

<b>PLEDGES</b>			
<b>I. Outstanding from 03/04</b>			
McCoy School of Engineering			\$500,000
<b>II. Outstanding from 04/05</b>			
McCoy Foundation Engineering Endowment			\$50,000
<b>III. Outstanding from 06/07</b>			
McCoy Foundation Engineering Building			\$333,333
Jim and Vicki McCoy - Engineering Building			\$1,333,333
The Priddy Foundation			
College of Science and Mathematics			\$1,500,000
Bridwell Foundation			
Engineering Building			\$333,333
U.S. Department of Education			
West College of Education/Bilingual Educ.			\$1,188,000
U.S. Department of Education			
West College of Education/Math&Science			\$2,145,262
<b>IV. Outstanding from 07/08</b>			
Jim and Vicki McCoy - Engineering Building			\$166,667
Bridwell Foundation			
Engineering Building			\$250,000
Fain Foundation			
Band Hall			\$250,000
Vinson Health Center			
Ann Vinson			\$170,000
Robert E. Miller			\$170,000
Mr. and Mrs. Robert E. Vinson			\$170,000
<b>PLEDGES OUTSTANDING</b>			<b>\$8,559,928</b>

# ATHLETICS COMMITTEE

**Athletics Committee**

Membership

Reno Gustafson

Ben Wible

Reading and Approval of Minutes

08-117. The minutes of the Athletics Committee meeting February 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 08-117.

Athletics Status Report

08-118. Information will be provided concerning athletics at Midwestern State University.

## **Committee of the Whole**

### **Nominating Committee for Board Officers for the Remainder of the 2007-2008/2008-2009 Biennium**

08-119. A special Nominating Committee will be appointed to make recommendations concerning the election of a Vice Chairperson, Secretary, and Member-at-Large of the Executive Committee of the Board of Regents. The officers will serve for the remainder of the biennium. Nominations will be considered at the May 9, 2008 meeting and the terms of office will begin immediately.



**BOARD OF REGENTS  
MEETING AGENDA**

**Board of Regents Meeting Agenda**  
**May 9, 2008**  
**9:00 a.m.**

Meeting Location: MSU Campus – 3410 Taft Boulevard  
Hardin Administration Building Board Room

The Board of Regents of Midwestern State University may deliberate and take action regarding any item on this agenda. The board reserves the right to discuss any properly posted items in Executive Session whenever legally justified in accordance with the Texas Government Code Chapter 551.

Call to Order

Invocation

Introduction of Visitors

Opening Comments

Public Comment Period

A public comment period concerning agenda items will be provided in accordance with the Board of Regents By-Laws, MSU Policy 2.22.

Reading and Approval of Minutes

08-120. Minutes of the regular Board of Regents meeting February 14, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 08-120.

Reading and Approval of Minutes

08-121. Minutes of the regular Board of Regents meeting February 15, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 08-120.

Reading and Approval of Minutes

08-122. Minutes of the special Board of Regents meeting April 7, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 08-122.

Executive Committee Consent Agenda, Items and Report

Finance and Audit Committee Consent Agenda, Items and Report

Personnel and Curriculum Committee Consent Agenda, Items and Report

Student Services Committee Consent Agenda, Items and Report

University Development Committee Consent Agenda, Items and Report

Athletics Committee Consent Agenda, Items and Report

Nominating Committee for Board Officers for the Remainder of the 2007-2008/2008-2009 Biennium

08-123. The Nominating Committee will make recommendations concerning the election of a Vice Chairperson, Secretary, and Member-at-Large of the Executive Committee of the Board of Regents to serve during the remainder of the biennium.

President's Report and Discussion

08-124. Dr. Rogers will present information to the board concerning various university matters, including:

- A. Formula Advisory Committee Recommendations
- B. Legislative Appropriations Request and Special Items
- C. Construction Update

# MINUTES

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Executive Committee  
February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:32 p.m., Thursday, February 14, 2008. Executive Committee members in attendance were Mr. Mac Cannedy, Jr., Chairperson; Mr. Munir Lalani, Vice Chairperson; Ms. Patricia Haywood, Secretary; and Mr. Don Ross Malone. Other regents attending the meeting were Ms. Charlye Farris, Ms. Pamela Gough, Dr. Carol Gunn, Mr. Stephen Gustafson, Mr. Ben Wible, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Mr. Danny Reddick, Director of Housing; Ms. Dianne Weakley, Director of Human Resources; Mr. Dail Neely, Dean of Students; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President. Representing the news media was Ms. Shea Pittman, Campus Watch; Ms. Brittany Norman, *The Wichitan*; and Ms. Ann Work, reporter for the *Wichita Falls Times Record News*. Visitors during the discussion of the first item included representatives of Collegiate Development Services, Inc. (Ms. Mary Ellen Ewing, Mr. Brad Parker, Mr. Jack Seay, and Mr. Carl Nace) and the architectural firm of Hensley Lamkin and Rachel, Inc. (Mr. David Hensley, Mr. Jason Dean, and Mr. Ryan Conway). Also attending the meeting for the discussion of the first item was Mr. Matt Boles, Managing Director of RBC Capital Markets.

Chairperson Cannedy called the meeting to order at 1:32 p.m. Dr. Rogers noted that the Board Room chairs had been rebuilt and recovered. He expressed hope that they were more comfortable.

Reading and Approval of Minutes

08-48. Minutes of the Executive Committee meeting November 1, 2007, were approved as presented.

Student Housing Project

08-51. Dr. Rogers reported that at the November meeting, the Board of Regents authorized the administration to work with Collegiate Development Services, Inc. in developing a plan for additional on-campus housing. He asked Dr. Farrell and Mr. Lamb to make opening comments and introduce the guests to make the presentation.

Dr. Farrell reminded the Board that MSU housing has been 100% full in the fall semesters for the last number of years and students have been placed in off-campus apartments near campus. The quality of life the university is able to offer those students living in off-campus apartments is not what they need and deserve. He noted that an independent market study was done by Alvarez Marsal Real Estate Advisory Services. The study indicated that there is significant demand for additional student housing. Dr. Farrell presented the administration's recommendation as follows:

A. Phase I – recommend approval to begin immediately

1. Raze Mercantile Building at a cost of approximately \$57,000 – funding provided by a private gift for this purpose.
2. Proceed with the construction of apartment-style housing (264 beds) at the corner of Louis J. Rodriguez Drive and Midwestern Parkway at a total project cost of approximately \$21,375,357, following review of the project by a third party architect.
3. Proceed with the purchase of the existing Sunwatcher Village through a bond issue of approximately \$17,357,110, which would be combined with the bond issue necessary to construct the new housing (#2).

B. Phase II – future planning and funding required

1. Raze the following buildings on the east side of Louis J. Rodriguez Drive – Marchman, McCullough, and the Paint Shop – funding provided by a private gift for this purpose.
2. Construct apartment-style housing in this area designed for fraternity and sorority housing with approximately 75 beds. This construction would be contingent on appropriate contracts being negotiated with and agreed to by at least four fraternity and sorority groups.

He stated that while the administration was not recommending proceeding with Phase II at this time, work is moving forward significantly. He reported that Mr. Lamb has been working with the fraternities and sororities concerning Greek Housing. The groups are currently working with their national organizations to gain the necessary support.

Mr. Lamb indicated that the administration had been working with representatives from Collegiate Development Services since the November Board meeting. He introduced Mary Ellen Ewing, Vice President with Collegiate, to begin the presentation. She indicated that her firm had been fortunate to work with Midwestern's considerable talents in student affairs and facilities in the planning process. She stated that the group had worked through a number of options regarding site selection, unit plans, and building types, to bring forth the building plan to be presented. The team from Collegiate Development Services included Jack Seay, senior development manager; Brad Parker, the development manager for this particular project; and Carl Nace, senior construction manager. She indicated that these individuals could answer project-specific questions concerning development and construction issues. She then asked David Hensley,

founding principal and director of design with Hensley Lamkin and Rachel, Inc., Collegiate's design partner for this project. Mr. Hensley thanked the Board for their time and indicated that working with the administration of MSU had been a very positive experience. Mr. Hensley introduced Jason Dean, project architect, and Ryan Conway, project manager.

Mr. Hensley proceeded with the presentation (see Attachment 1). He noted that the proposed site was at the corner of Louis J. Rodriguez Drive and Midwestern Parkway. He noted that the close proximity to the new recreation center allowed the designers to be very efficient with the building plan and to use the new recreation center as an amenity to student housing. He noted that the building design included an internal courtyard space so that there was an identifiable community area for the students. He noted that parking for the students would be at the back of the building. Mr. Hensley indicated that at the main entry level on Louis J. Rodriguez Drive there is a lobby area that has a security desk and a small office. The building has an elevator and a multi-purpose recreation room on the first floor, and is built around an apartment-style unit plan. In this way the students have the benefit of a community space, with gathering and study areas, while still having an apartment-style plan. He noted that small community spaces are found throughout the building.

Mr. Hensley noted that in looking at the unit plans, it was determined that the majority of students want privacy and each unit will have a secure bedroom for each student. He stated that all units as they are currently designed include a full bed, living and dining area, dresser, desk, couch, chair, entertainment center, a washer and dryer, and walk-in closets. He noted that the building contains one bedroom units (10%), which are 598 square feet; two bedrooms/two bathrooms units (70%), which are 823 square feet; and four bedrooms/two bathrooms units (20%) at 1409 square feet. Mr. Hensley reported that the group looked at various combinations of bedroom units. Through the teams study and market research it was determined that the two bedroom units are most appealing. The design team also determined that a three-story building was the optimal size for the building in relation to the new recreation center and that corner of the campus. He noted that the design includes arches and other design elements to make it compatible with the campus architecture.

Mr. Lalani asked how many elevators and staircases would be included in the building. Mr. Hensley responded that there would be one elevator and a total of five staircases throughout the building. He added that the facility would be fully sprinkled.

Mr. Lalani asked if thoughts were given to common laundry areas rather than placing a washer and dryer in each unit. Mr. Hensley responded that it was considered and that it can be reviewed again if necessary. Mr. Lamb commented that since Sunwatcher Village has a washer and dryer in each unit he felt it important that these units offer the same. Ms. Ewing added that in the market surveys having a washer and dryer was the number two request after privacy.

Mr. Cannedy asked what type of roofing material would be used on the building. Mr. Hensley responded that it would be composition shingle. Mr. Lalani asked if the brick would match the rest of the campus. Mr. Hensley stated that it would match Sunwatcher Village.

Ms. Farris asked if the facility had a safe place for students to go to during a tornado or storm. Mr. Hensley indicated that the current plans did not include such an area. Mr. Lalani and Ms. Haywood commented that something should be added on the first floor to provide for a safe area.

Dr. Rogers asked why the decision was made to go with this type of building rather than the Sunwatcher Village style. Mr. Hensley responded that the Sunwatcher style, with separate buildings, resulted in less beds and less parking for the residents. Mr. Lamb added that the original design had smaller units and looked great on paper. However, when he, Mr. Reddick, and Mr. Neely flew to St. Louis to look at a similar project, it looked too small and there was not enough natural light in the rooms. He indicated that the administration felt if students were going to pay the same rent as what is charged in Sunwatcher, the university needed to offer a product similar to Sunwatcher.

Mr. Lamb reported that the administration looked at a number of options for financing the project. He stated that construction costs were estimated at approximately \$16 million, with the total project cost being approximately \$20 million. He indicated that the administration also considered purchasing Sunwatcher Village. Mr. Lamb introduced Matt Boles, a principal with RBP Capital Markets, to discuss this matter and financing options with the board.

Mr. Boles first addressed the Sunwatcher Village matter. He noted that when Sunwatcher was built, MSU, along with Collegiate, designed this special purpose vehicle, which is essentially a third party entity that financed the project. MSU makes the payments and eventually the facility will be MSU's when the ground lease collapses. Mr. Boles noted that at the time Sunwatcher Village was built and financed, it was not considered MSU's debt by the rating agencies. It, therefore, did not affect MSU's capacity to borrow funds for other needs. That situation has since changed because the rating agencies now consider this type of debt as the university's debt. Additionally, at the time the project was financed it was not issued with bond insurance, which would have made it more cost effective in terms of the financing costs. The opportunity in today's market is very good because of the low municipal bond market. Whether or not the university moves forward with new housing, Mr. Boles indicated that he would recommend the university refinance Sunwatcher Village and make an acquisition purchase of the facility. He noted that in doing so, MSU would save approximately \$2.5 million in terms of total value and cash flow over a 25 year period. He stated that there would also be operational efficiencies that would go along with this plan. Instead of having to deal with the special purchase vehicle, the facility would be owned by the university.

Mr. Boles then discussed the new housing project. He noted that he had checked with the rating agencies, Fitch and Moody's, and found MSU has a solid investment grade rating in the A category. He asked these agencies what affect a \$20 million project would do to MSU's rating. The answer was that it would not likely put downward pressure on MSU's rating. Mr. Boles noted that he'd met earlier in the week with a number of MSU administrators to consider the overall housing system and consider how this additional project would fit. He noted that while some of the current MSU housing facilities have debt service that is not entirely met by the operations of the particular facility and some have positive cash flow. As a total enterprise, housing looks to be very healthy with this addition. In summary, Mr. Boles noted that the market is good, bringing Sunwatcher



Village onto MSU's balance sheet is a good thing, and the proposed new housing project is entirely feasible financially as it stands today. Additionally, this project should not put capacity constraints on the university for future growth.

Mr. Lalani asked the amount of the university's outstanding balance on Sunwatcher Village. Mr. Boles responded that the current balance was \$16.1 million and that the total amount to refinance would be \$17.3. He added that the university currently has a \$1.1 million cash reserve fund that will contribute to the transaction and buy down the principle. Mr. Lalani asked what interest rate is currently charged for Sunwatcher. Mr. Boles responded that the current rate is 6.48% and indicated it could be refinanced at this time at approximately 4.59%. Mr. Lalani asked if the anticipated savings of \$2.5 million was the gross savings before any cost of refinancing. Mr. Boles responded that it would be the gross savings after all costs of the transaction are included. Mr. Lalani asked Mr. Boles if he anticipated any movement on the interest rates in the next 90 days. Mr. Boles indicated his feeling that the university had the next 60-120 days to take advantage of this unique market. Mr. Lalani asked Mr. Sandoval if all of the approvals could be received in that time period. Mr. Sandoval responded that he believed it could be done. Mr. Lamb indicated that when looking at the proposed new housing project, it can operate on its own in terms of money rental income and expenses. Additionally, in looking at the overall housing system, with the acquisition of Sunwatcher and the addition of the new housing project, the housing operation will be in better shape than it is today.

Mr. Cannedy asked Mr. Boles if he had looked at the possibility of refinancing the older dormitories at this time. Mr. Boles responded that he had looked at that possibility and since those transactions were accomplished in almost as equally good times, there would be no efficiencies in refinancing at this time.

Mr. Lamb thanked the Collegiate and HLR representatives, as well as Matt Boles for attending the meeting and making presentations.

Mr. Lalani stated his support of additional housing for MSU. He indicated that his reservations came from the fact that the cost per bed was almost 80% more than what we paid for Sunwatcher Village. He stated his belief that this had to do with the one bedroom units that are included in the proposal. He noted that he had expressed these concerns to Dr. Rogers and Mr. Lamb and they agreed to look at the plans again. He stated that if the one bedroom units are taken out of the configuration and replaced by some two and mostly four bedroom units, the project may be more affordable. Ms. Haywood indicated that she was surprised to see the proposed one bedroom units.

Mr. Lamb reported that Sunwatcher Village was built with approximately 75% of the units being four bedrooms and 25% of the units being two bedrooms. He noted that while Sunwatcher fills to 100% every semester, the two bedroom units are filled the fastest. He indicated that there is a greater demand for two bedroom units, which influenced the planning for new housing. He indicated that it will be possible to get more two and four bedroom units in the facility; however, the problem will be parking for the residents. He stated that the current plans include a 94% parking ratio. He added that Sunwatcher Village was built with a 75% parking ratio and that number has proven to be inadequate. Dr. Farrell noted that the primary complaint he receives concerning Sunwatcher Village is about the lack of parking.

Mr. Malone recommended that revenue and cost projections be done based on the existing configuration and than on a configuration without one bedroom units. If the university is achieving negligible returns it would seem having a more marketable product is the way to go. However, if there is an increased cash flow and reduction in cost, perhaps the one bedroom units should be eliminated.

Ms. Ewing commented that in changing the 12 one bedroom units into four bedroom units will not likely produce the economic results one might expect. Mr. Malone stated that the marginal rate of return will be great on the one bedroom. Mr. Lalani stated that MSU is in the business of educating students at the most affordable cost. He stated his belief that if the number of beds could be increased by 25-40 students and the parking numbers were acceptable, it would certainly be worth exploring. Ms. Ewing noted that in adding 20 beds to this project, it would only improve rents through the cost model by about \$7 or \$8. She added that the market study reported there was demand for 400 beds and the students were willing and able to pay \$600 per bed. The proposed 264 bed facility has an average of \$572 per month. Mr. Lalani asked if the research study questioned the students or their parents. Ms. Ewing responded that they surveyed the students. Mr. Lalani stated his desire to keep it affordable for the students and get the maximum number of beds possible.

Mr. Wible asked if some of the one bedroom apartments were designated for special-needs students. Mr. Hensley stated that one would definitely be so designated. Mr. Wible noted that some of the special-needs students would prefer a one bedroom apartment and we need to provide for them.

Dr. Rogers reported that the overall motion was broken into two phases. He noted that it was impossible to move forward with both phases at the same time. However, work will continue on Phase II as funding becomes available.

Mr. Lalani moved approval of Phase I of the student housing project to begin immediately as indicated below:

- A. Raze Mercantile Building at a cost of approximately \$57,000, with funding provided by a gift for this purpose.
- B. Proceed with the construction of apartment-style housing (approximately 290 beds) at the corner of Louis J. Rodriguez Drive and Midwestern Parkway at a total project cost of approximately \$21,375,357, following review of the project by a third party architect.
- C. Proceed with the purchase of the existing Sunwatcher Village through a bond issue of approximately \$17,357,110, which would be combined with the bond issue necessary to construct the new housing.

Mr. Lalani further moved that the Board accept a report on Phase II of the project with the understanding that this portion of the project requires future planning and funding.

- A. Raze the following buildings on the east side of Louis J. Rodriguez Drive – Marchman, McCullough, and the Paint Shop.
- B. Construct apartment-style housing in this area designed for fraternity and sorority housing with approximately 75 beds. This construction would be contingent on appropriate contracts being negotiated with and agreed to by at least four fraternity and sorority groups.

Ms. Haywood seconded the motion and it was approved.

#### Instrumental Music Hall Project

08-49. Mr. Cannedy noted that following the November Board meeting, Harper Perkins Architects was selected by the President and Board Chairperson for this project, as authorized by the board. The administration determined that the project should proceed with the use of a Construction Manager at Risk (CMR). The two contractors that submitted proposals were Electra Construction of Wichita Falls (currently constructing the Student Health and Wellness Center) and Imperial Construction of Weatherford (currently renovating Fowler Hall) (see Attachment 1).

Dr. Rogers requested that the administration be authorized to negotiate a contract with Electra Construction Company to serve as Construction Manager at Risk for this project. He further requested authorization to negotiate with Imperial Construction should an acceptable contract with Electra Construction not be negotiated. Dr. Rogers finally recommended the following funding plan for this project:

\$1,000,000	Sale of HEAF Bonds
<u>500,000</u>	Gift from Fain Foundation
\$1,500,000	

Dr. Rogers indicated that the building would be placed to the east of the existing fine arts building. The facility will include a large practice area, storage areas, offices, and an accessible loading dock. Ms. Haywood asked if the building would be connected to the fine arts building. Dr. Rogers responded it would not be, but that it would only be separated by the amphitheatre. Ms. Haywood asked how this would affect the building of a concert hall in the future. Dr. Rogers indicated that it should not cause a problem. Ms. Haywood asked if the administration was still thinking this facility might eventually become a television studio. Dr. Rogers stated that in the long-term it likely would be used by the mass communication program, but only after the university can build new music facilities. Mr. Lalani asked how big the building would be. Mr. Goldapp responded that it would be 6,600 square feet.

Mr. Malone moved approval of this item as recommended. Mr. Lalani seconded the motion.

Mr. Cannedy asked how long it would take to sell the HEAF bonds for this project. Dr. Rogers stated that the administration planned to roll the funding for this project, the coliseum project, and the student housing project into one bond issue if possible. Mr. Sandoval expressed his desire to have this taken care of during the summer. Dr. Rogers added that the Texas Higher Education Coordinating Board (THECB) would also have to

approve the project. Ms. Haywood asked how long the construction of the new band hall would take. Mr. Goldapp responded that the new facility should be ready for the band to use in the summer of 2009.

There being no further discussion, the motion was unanimously approved.

#### Ligon Coliseum Renovation Project

08-50. Dr. Rogers indicated that planning on the Ligon Coliseum renovation project continued. He noted that the infrastructure and ADA needs are great and, beyond that, it is necessary that some changes be made to shower areas, locker room, and offices. Dr. Rogers requested the Board authorize the administration to continue working with Campos Engineering to review the building infrastructure analysis and address other critical needs within the facility, including compliance with Texas Accessibility Standards and ADA. He further requested the Board approve the following funding plan for this project:

\$7,700,000	Tuition Revenue Bonds
300,000	Anticipated Interest Earnings
850,000	Sale of HEAF Bonds
<u>518,000</u>	Private Funding
\$9,368,000	

He reminded the Board that the \$7.7 million in tuition revenue bonds have been sold. He noted that by the time actual work begins on the project, that money will have earned \$300,000 in interest and these funds can be added to the project. Additionally, \$850,000 of HEAF bonds can be sold to include in this project. Finally, private contributions totaling \$518,000 have been made available for this project, bringing the total funding available for this project to \$9,368,000.

Ms. Haywood moved approval of the motion as presented. Mr. Lalani seconded the motion and it was approved.

#### Executive Session

The Board went into closed session as allowed by the Texas Government Code Chapter 551, Section 551.072, Real Property, to consider item 08-52 (Possible Purchase of Property). The closed session was properly announced at 3:08 p.m. Board members, Dr. Rogers, Dr. Wiedemann, Mr. Sandoval, Dr. Farrell, Dr. Clark, Mr. Lamb, Dr. Capps, Mr. Goldapp, Mr. Spencer, Mr. Carr, Ms. Weakley, and Ms. Barrow remained for the discussion.

#### Open Meeting Resumes

The closed session ended at 3:34 p.m. with an announcement by Mr. Cannedy that no action was taken during Executive Session. The Committee reconvened at 3:35 p.m.

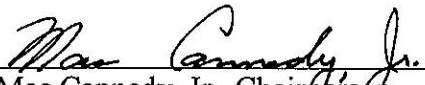
#### Possible Purchase of Property

08-52. Mr. Lalani moved that the administration be authorized to purchase the house and property located at 2508 Hampstead at a cost of \$125,000 from funds donated for this purpose, with the understanding that final approval of the purchase would be requested from the Texas Higher Education Coordinating Board. Ms. Haywood seconded the motion and it was approved. Dr. Rogers expressed thanks to the Bridwell Foundation for their assistance in making this purchase possible

Adjournment

There being no further business, the Executive Committee discussion concluded at 3:37 p.m.

Reviewed for submission:

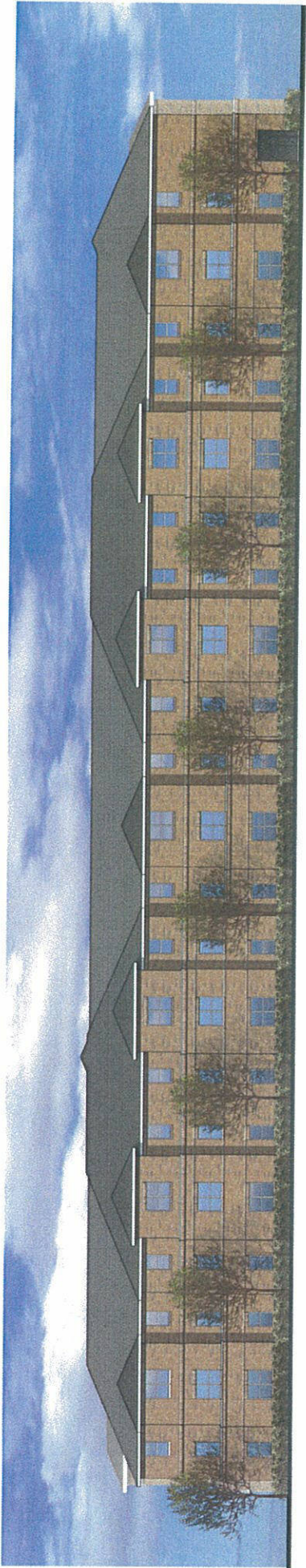
  
Mac Cannedy, Jr., Chairperson  
Midwestern State University  
Board of Regents Executive Committee

ATTACHMENT:

1. Housing Presentation







CONCEPT ELEVATION  
MIDWESTERN STATE UNIVERSITY











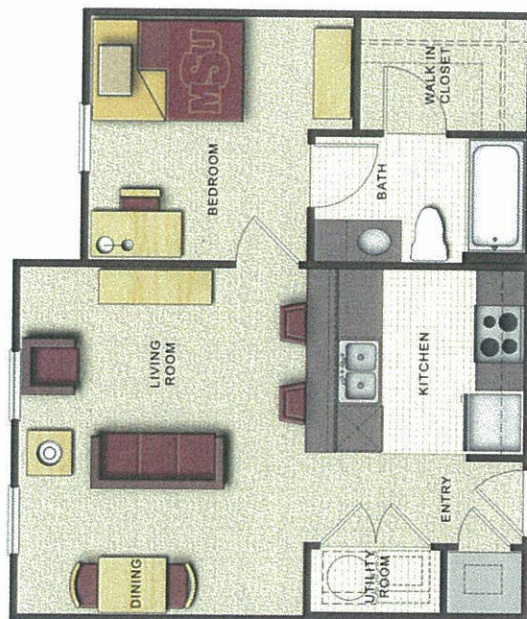
COLLEGIATE *development*

CONCEPTUAL SITE  
MIDWESTERN STATE UNIVERSITY

Hensley Lamkin Rachel, Inc.  
ARCHITECTURE AND PLANNING



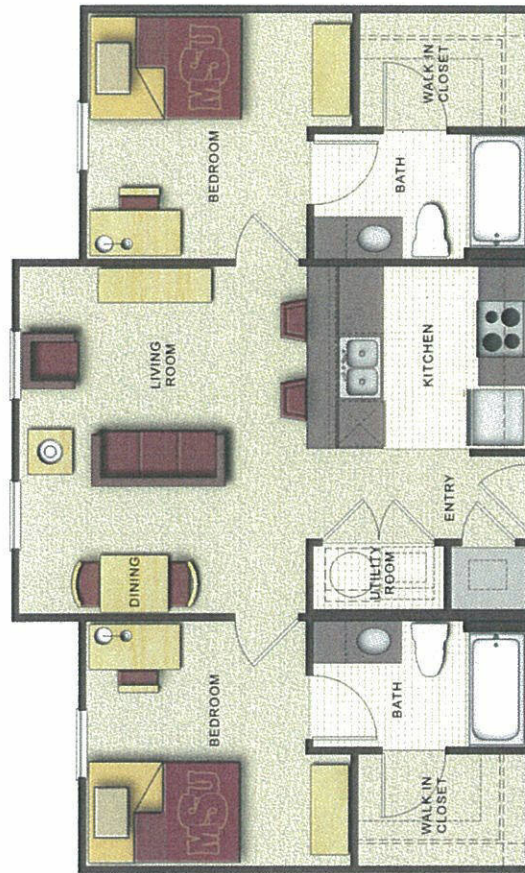




UNIT A  
1 BED / 1 BATH

UNIT PLANS  
MIDWESTERN STATE UNIVERSITY

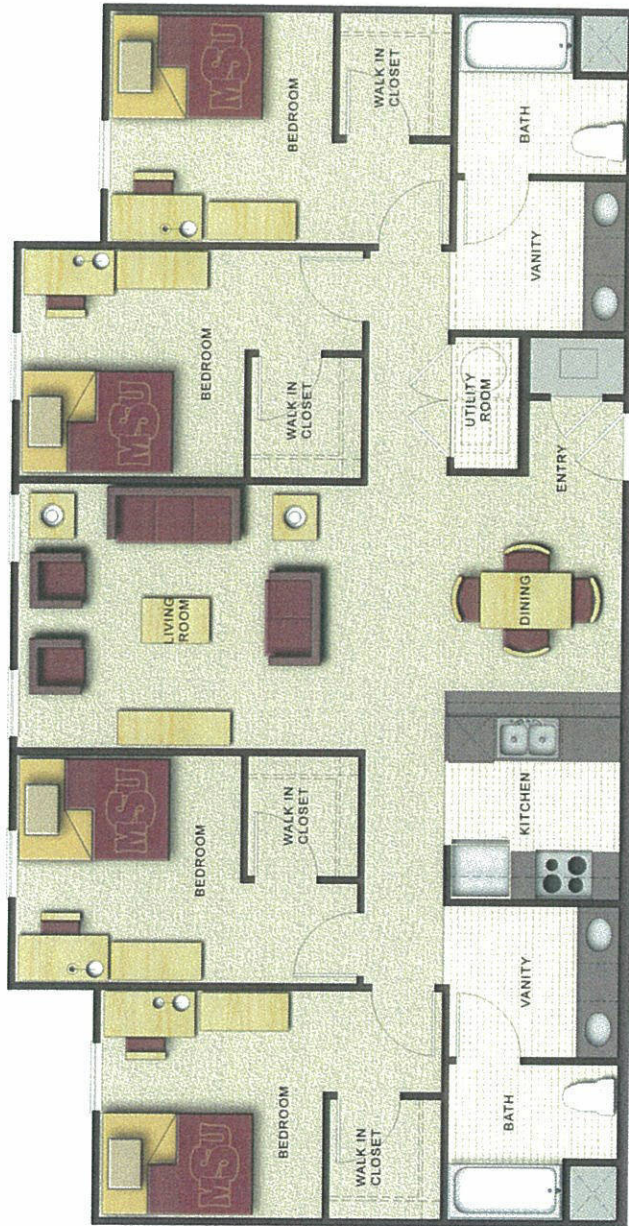




UNIT B  
2 BED / 2 BATH

UNIT PLANS  
MIDWESTERN STATE UNIVERSITY



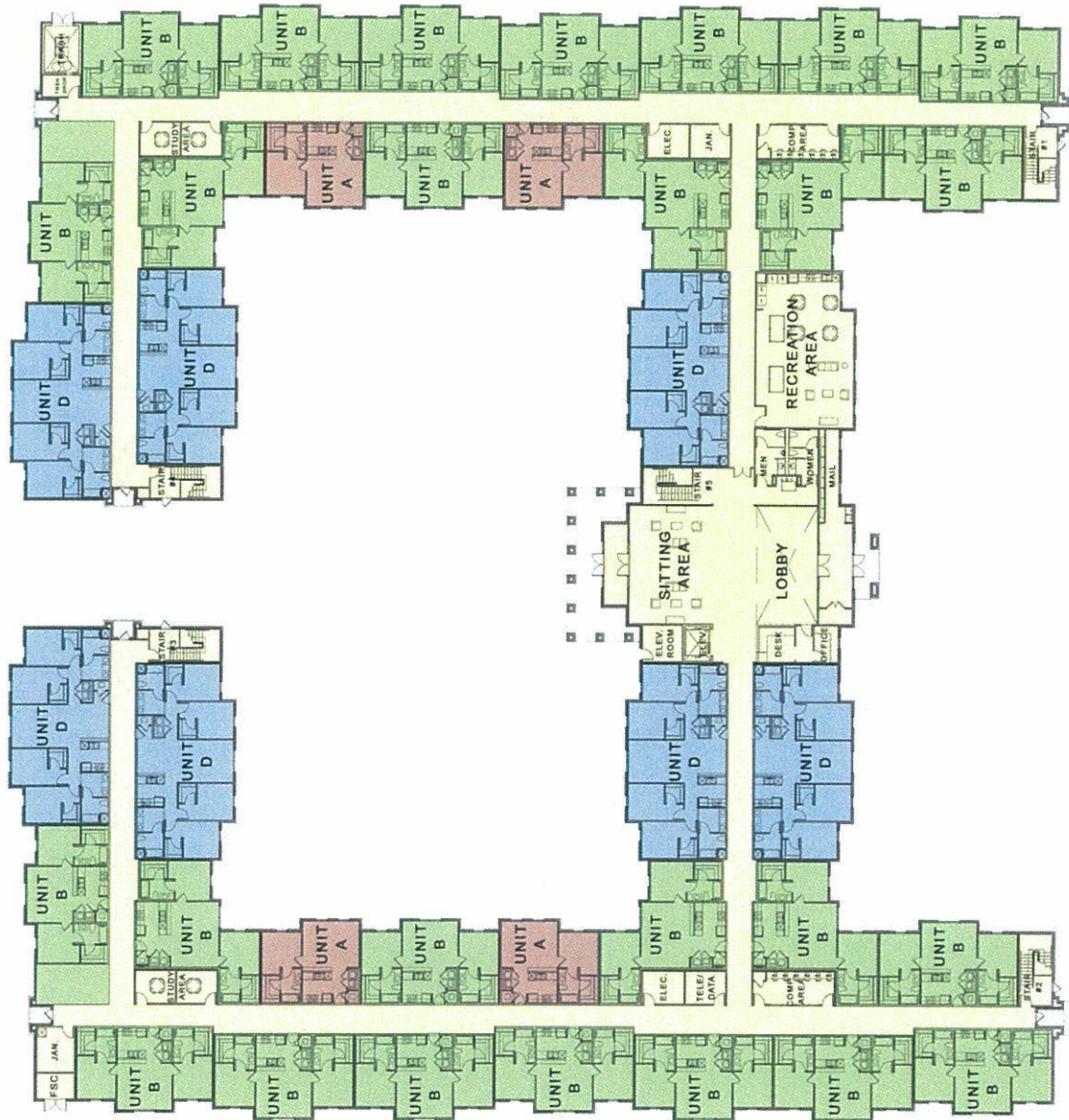


UNIT D  
4 BED / 2 BATH

UNIT PLANS  
MIDWESTERN STATE UNIVERSITY

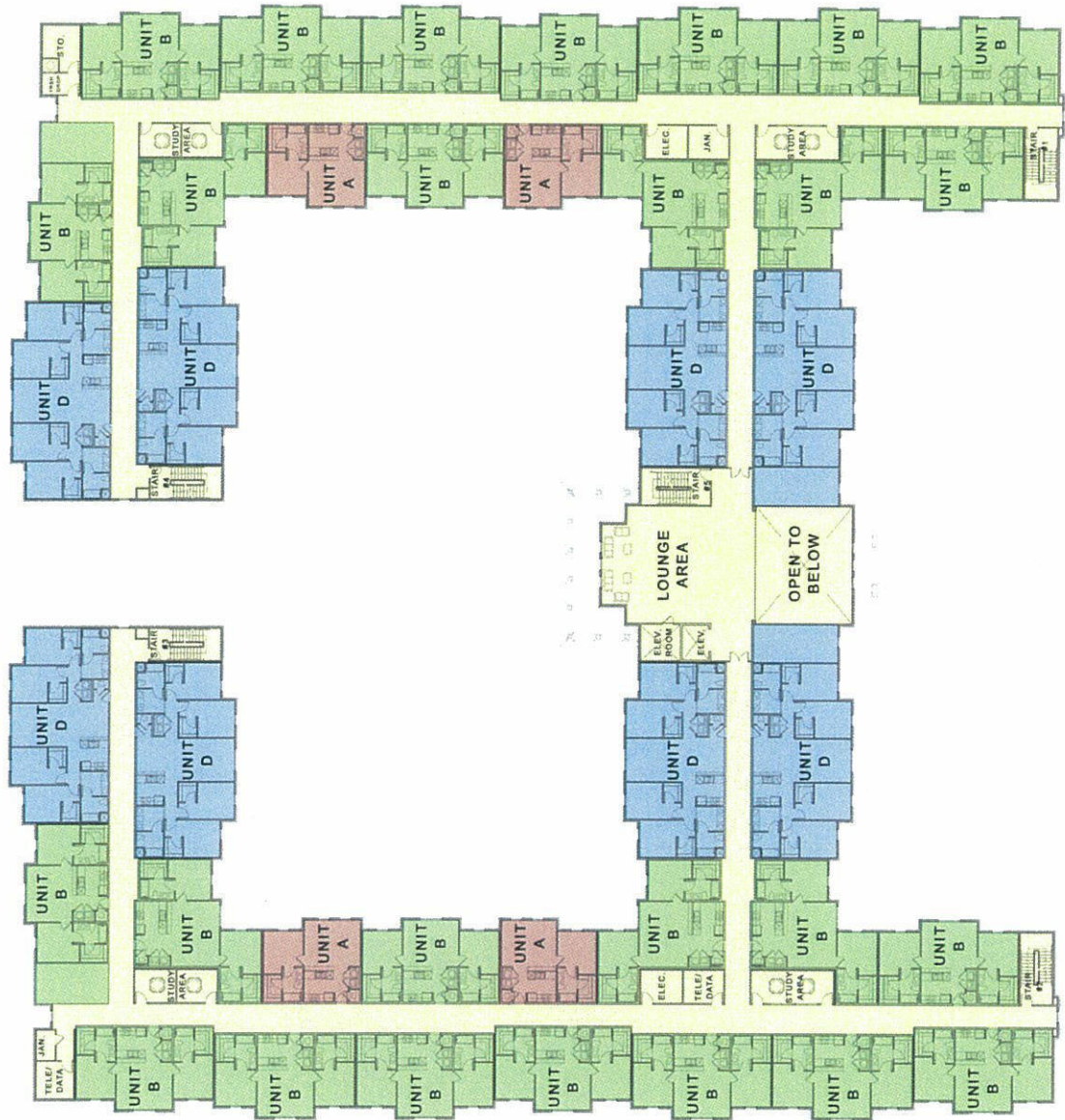






1ST FLOOR BUILDING PLAN  
MIDWESTERN STATE UNIVERSITY

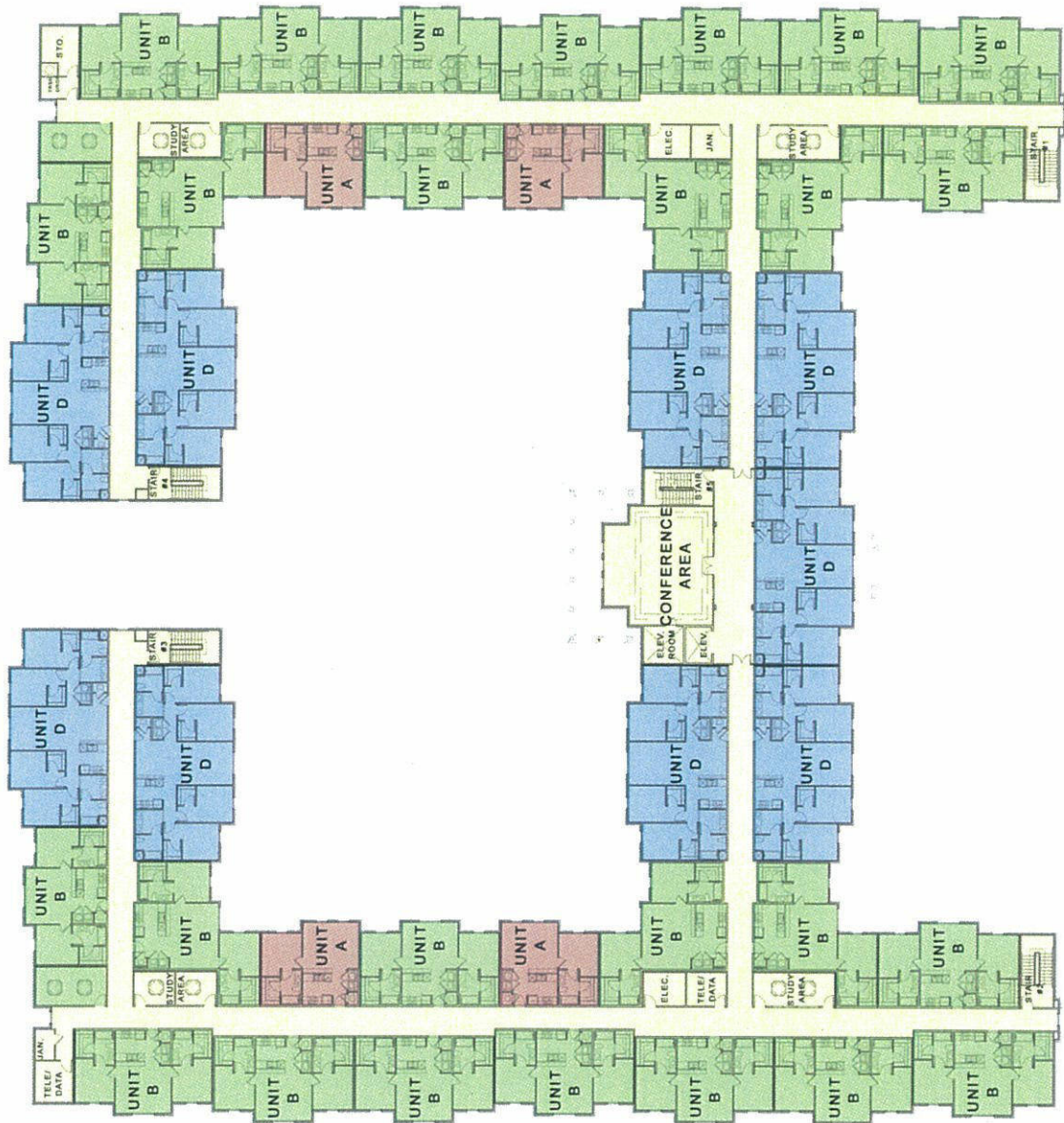




2ND FLOOR BUILDING PLAN  
MIDWESTERN STATE UNIVERSITY







3RD FLOOR BUILDING PLAN  
MIDWESTERN STATE UNIVERSITY



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Finance and Audit Committee  
February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 3:48 p.m., Thursday, February 14, 2008. Finance and Audit Committee members in attendance were Mr. Munir Lalani, Chairperson; Ms. Pamela Gough; Mr. Don Ross Malone; and Mr. Ben Wible. Other regents attending the meeting were Mr. Mac Cannedy, Jr., Ms. Charlye Farris, Dr. Carol Gunn, Mr. Reno Gustafson, Ms. Pat Haywood, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Chairperson Lalani called the meeting to order at 3:48 p.m.

Reading and Approval of Minutes

08-53. The minutes of the Finance and Audit Committee meeting November 1, 2007, were approved as presented.

Review and Acceptance of Financial Reports

08-54. Dr. Rogers reported that this was the first board meeting since the financial records for the 2006-2007 fiscal year were finalized. He indicated that Mr. Sandoval would present a report concerning the university's financial status as of August 31, 2007. Mr. Lalani noted that the board had not received monthly statements since the end of August. He indicated that Mr. Sandoval would address that matter in his presentation.

Mr. Sandoval reported that the university is going through a significant computer conversion. He indicated that the reporting structure has not yet been mastered and that is why the board has not received monthly financial statements. He then presented a report concerning the annual financial report and the university's financial position for the first five months (see Attachment 1). Mr. Sandoval noted that in terms of credit ratings and how they relate to the university's annual financial position, the reviewing bodies look at enrollment trends, state appropriations, operating budget performance, operating margins



and other areas of the university's operations. Mr. Sandoval reported that total revenues in 2007 were down by \$1 million as a result of a slight drop in enrollment and the change in tuition for out-of-state students. He added that net tuition and fees account for 33% of revenue and state appropriations provides 35%. Mr. Lalani asked what those percentages were before tuition deregulation. Dr. Rogers indicated that the state appropriation was 45-50%. He indicated that for some universities the state contribution has dropped as low as 22%. Ms. Maxwell added that 15 years ago the amount of funds received from the state was 70% of the university's budget.

Mr. Sandoval explained that Restricted Funds are restricted in purpose and cannot be used for general operations. Unrestricted Funds include 1) Education and General funds, which are state appropriations; 2) Designated Funds, including designated tuition, course fees, and other fees; and 3) Auxiliary Funds include food service, residence halls, the student center, bookstore, and housing. He noted that one of the areas the bond rating agencies look at is the ability of an institution to cover future operating expenses with year-end balances. He indicated that a ratio of 25-30% is acceptable as long as it does not continue to trend downward. Another slide showed MSU's debt service coverage and Mr. Sandoval reported that the UT system has established a minimum ratio of 1.25. While MSU is above that number, this is something that must be closely monitored.

Mr. Sandoval distributed a one-page financial statement showing the financial status of the university from 9/1/07 through 1/31/08 (see Attachment 2). He indicated he was pleased that the university was operating within budget.

Mr. Malone moved the board's acceptance of the August, 31, 2007 Financial Report as presented. Mr. Wible seconded the motion and it was approved.

FY 2007-2008 Items \$50,000 & Under Approved by President

08-55. In accordance with board policy, President Rogers authorized increases to the 2007-2008 budget. The administration recommended the budget changes for ratification. Dr. Rogers reported that these items were necessary and funds were available to purchase new marching band uniforms and fiber optic cable for the Clark Student Center.

Mr. Wible moved the board ratify these budget increases as presented. Mr. Malone seconded the motion and it was approved.

Salary/Title/Position Changes in 2007-2008 Budget Approved per Board Authorization

08-56. Salary, title, and position changes approved by the President were presented for ratification. New positions approved by the President and the Board Chairperson were also presented for ratification. Dr. Rogers reviewed the items as shown in the agenda document. He added that the new library position was necessary to meet student demand for additional library hours.

Mr. Malone moved the ratification of these items as presented. Ms. Gough seconded the motion and it was approved.

2008-2009 Budget Discussion/Tuition and Fee Review and Proposed Increases

08-57. Dr. Rogers stated that MSU's state funding has not increased in nominal dollars since 1998. He noted that in the 79<sup>th</sup> legislative session, the legislature approved \$1.8 billion in new construction and renovations and MSU received a portion of that. However, the debt retirement that was funded by the 80<sup>th</sup> legislature made up approximately one-half of the money the state put into the 35 public senior institutions in this academic year. The remaining \$400 million went into special programs and specific projects called Special Items. An additional \$100 million was trusted to the Texas Higher Education Coordinating Board (THECB) for distribution to the universities. However, as of this time the funds have not been distributed. Another \$100 million went to four schools that were identified as emerging research institutions and approximately \$50 million was put through the formulas and forwarded to universities. While the state put a lot of money into higher education, very little of it went into the general operations of the universities.

Dr. Rogers presented information concerning funding for the 2008-2009 year (see Attachment 3). He noted that the estimated fund balance at 8/31/08 was \$8.624 million. He added that while this is a good balance, it needs to be higher. He indicated that over \$3.15 million would be necessary to meet the identified funding needs for 2008-2009.

Dr. Rogers' presentation included information concerning infrastructure funding for colleges and universities in Texas. He noted that the infrastructure formula is to fund utilities and maintenance of the campus. In 1998-99 universities received \$7.51 per square foot based on a model campus. In the current biennium, in nominal dollars, universities receive \$6.19 per square foot. The average state expenditure for utilities alone is over \$8 per square foot.

Dr. Rogers stated that in an effort to come closer to a balanced budget, the administration recommended the following, effective with the fall 2008 semester.

- A. Tuition – increase tuition by 5% (\$6.60 per semester credit hour), from \$132.00 to \$138.60 per semester credit hour (SCH), in keeping with the commitment the board previously made.
- B. Computer Use Fee – change the name of the Computer Use Fee to Technology Fee, and increase the fee by \$5, from \$15 to \$20 per SCH.
- C. Increase course fees in the following disciplines:
  - a. English – from \$5 to \$6 per SCH
  - b. Kinesiology – from \$10 to \$15 per SCH
  - c. Management Information Systems – from \$7 to \$15 per SCH
  - d. Nursing – from \$25 to \$30 per SCH

He noted that these increases, as well as increases previously approved, would generate \$2.275 million of the \$3.124 needed to balance the budget. This would mean that, should the board approve the recommended action, approximately \$878,155 would need to be budgeted from the university's reserves for 2008-2009. Dr. Rogers indicated that these are all preliminary projections at this time.

Dr. Rogers added that the university is currently supplementing computing expenses on campus by approximately \$750,000. This proposed fee increase will help offset this funding deficit. He noted that the budget for 2008-2009 would be presented to the board at the August meeting.

He stated that he was still hopeful that MSU would get a portion of the \$100 million that was trusted to THECB for incentive funding. Ms. Gough asked what incentives would be utilized. Dr. Rogers responded that it hasn't been decided. However, the discussion has revolved around a success incentive. One of the suggestions would fund a university based on the number students that graduate. Unfortunately, the methodology has yet to be determined.

Mr. Malone moved approval of the administration's recommendation as presented. Mr. Wible seconded the motion.

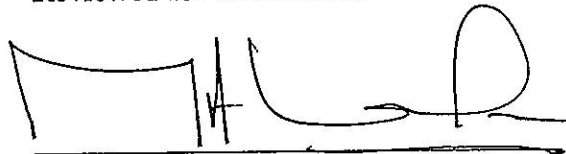
Mr. Malone stated his feeling that the board needed to be good stewards of the state's resources and should attempt to restore the reserves when possible. Mr. Lalani agreed and stated that if the university's debt rating were to go down it would make a difference in the financial outlook of the university. Ms. Haywood asked if the reserves could be restored by increasing the tuition and fees as proposed. Dr. Rogers responded that it would not be enough. He indicated his hope that the state appropriation in the 2009 legislative session would increase. Mr. Cannedy expressed his concern that it would not likely happen. Ms. Haywood commented that the board would likely be criticized for approving increased tuition and fees. Mr. Lalani stated that while he did not like taking the action, there were not any other choices at this time.

There being no further discussion, the motion was approved.

#### Adjournment

The Finance and Audit Committee discussion concluded at 5:02 p.m.

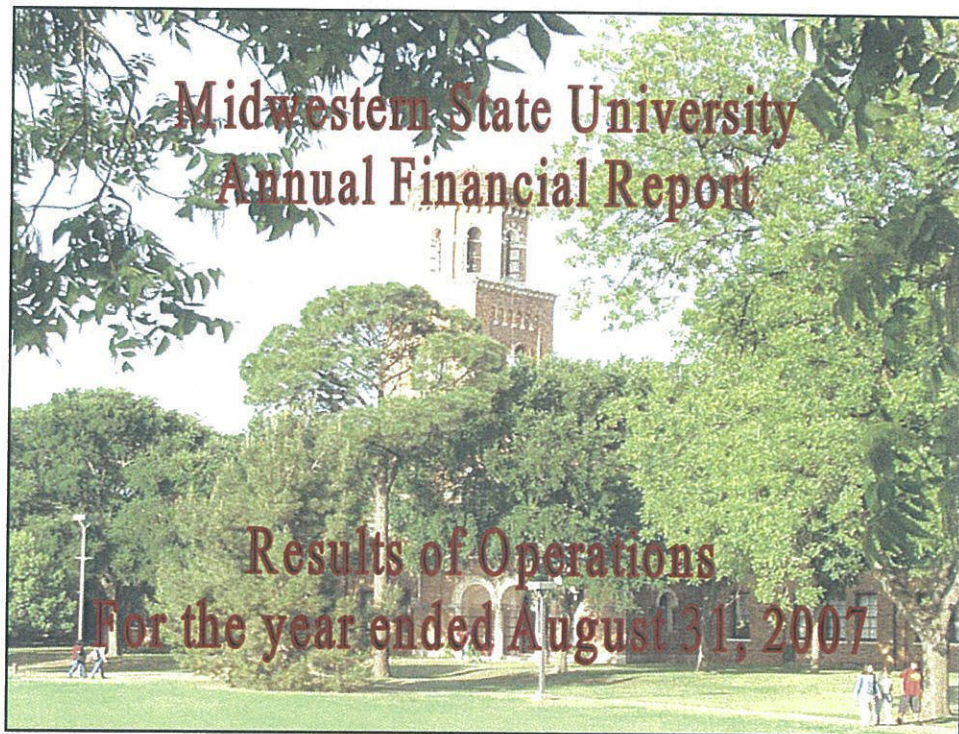
Reviewed for submission:

A handwritten signature in black ink, appearing to read 'Munir Lalani', written over a horizontal line.

Munir Lalani, Chairperson  
Midwestern State University  
Board of Regents Finance & Audit Committee

#### ATTACHMENTS:

1. Annual Financial Report Slide Presentation
2. University Financial Status 9/1/07 – 1/31/08
3. 2008-2009 Budget Slide Presentation



## Financial Statements Discussion

The financial reporting guidelines followed by the University are set forth in the:

- GASB
- Texas State Comptroller
- AICPA
- NACUBO

## Primary Financial Statements

The three primary statements used by MSU are:

- Balance Sheet
- Statement of Revenues, Expenses & Changes in Net Assets
- Statement of Cash Flows

## Balance Sheet

- Current Assets Less Current Liabilities
 

FY 2007	.....	\$ 13 million
FY 2006	.....	\$7.4 million
- Total Assets Less Total Liabilities = Net Assets
 

FY 2007	.....	\$72.5 million
FY 2006	.....	\$72.6 million



## Analysis of Revenues & Expenditures

➤ Total Revenues decreased by \$1 million

FY 2007	.....	\$65,137,723
FY 2006	.....	\$66,152,118

Primarily as a result of a tuition decline

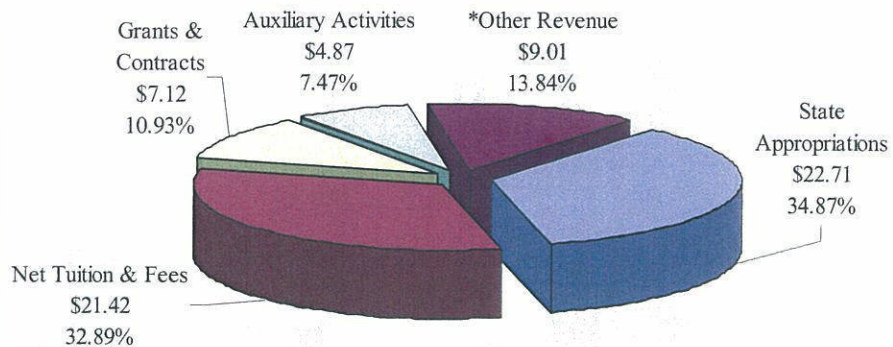
➤ Total Expenditures Increased by \$4.3 million

FY 2007	.....	\$67,852,925
FY 2008	.....	\$63,549,899

Personnel Costs/Cost of Living/Benefits ...	\$1.8 million
Utility Costs	..... \$1.2 million
Depreciation	..... \$1.0 million
Repairs & Maintenance	..... \$0.3 million

## Total Revenue – August 31, 2007

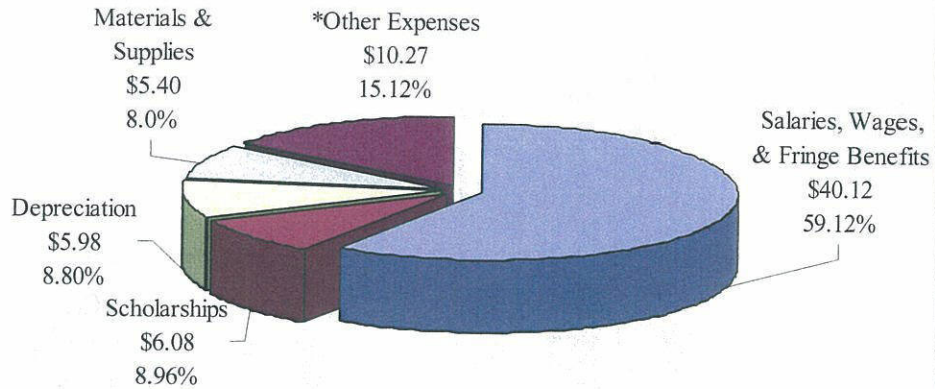
(all amounts in millions)



\*Includes HEAF appropriations & additions to endowments, gifts, investment income, educational activities, and other revenue.

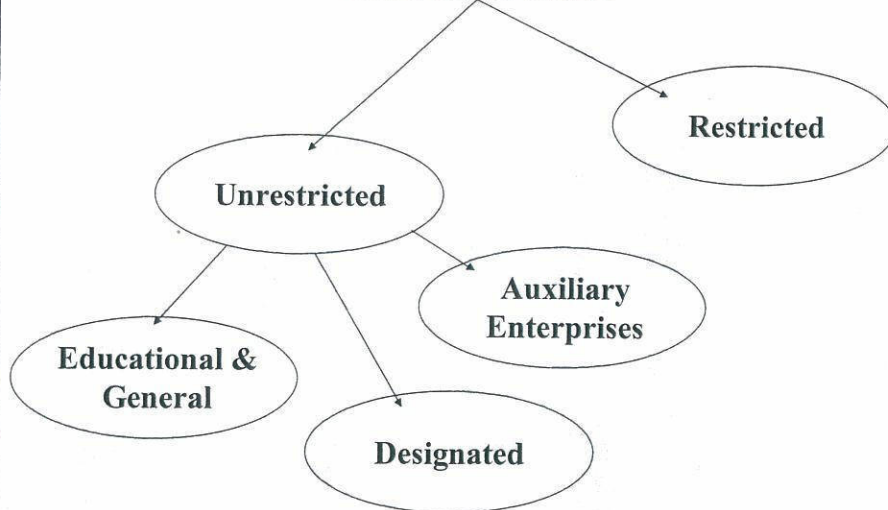
## Total Operating Expenses – August 31, 2007

(all amounts in millions)



\*Includes communications & utilities, professional fees & supplies, repairs & maintenance, travel, rentals & leases, printing & reproduction, bad debt, and interest expenses.

## Current Funds



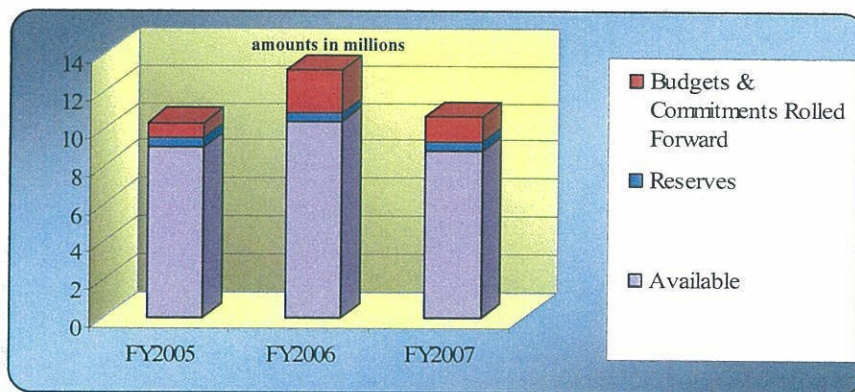
### Total Net Assets by Fund

	FY 2007	FY 2006	FY 2005
Educational & General	\$ 1,261,761	\$ 1,809,461	\$ 1,754,592
Designated	7,890,219	9,710,252	7,974,308
Auxiliary	2,449,406	3,422,435	3,405,018
Restricted	1,953,743	1,973,435	2,103,616
Loan Funds	1,670,150	1,590,244	1,595,793
Endowment Funds	4,431,986	4,427,144	4,460,874
Unexpended Plant	5,783,431	907,902	3,539,044
Plant	47,105,079	48,758,888	42,905,812
Total	<u>\$ 72,545,775</u>	<u>\$ 72,599,761</u>	<u>\$ 67,739,057</u>

Net Assets are total resources available at the end of the year for operations. Plant funds represent the amounts invested in capital assets net of debt and depreciation.

Some HEAF funds were saved from FY 2006 with an intent to spend in 2007.

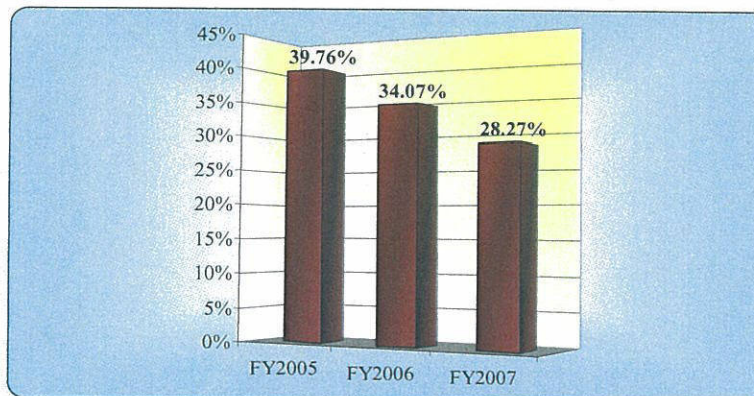
### E&G & Designated Fund Balances for Fiscal Years 2005 -2007



\*Reserves include encumbrances, inventories, and working capital.

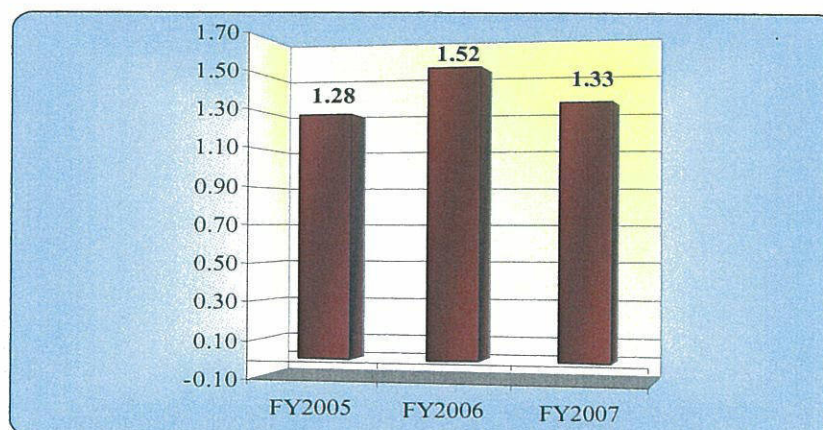


### Primary Reserve Ratio Fiscal Years 2005 - 2007



*Primary Reserve Ratio* – This measures an institution's ability to cover future operating expenses with available year-end balances. Please note: restrictions on some of these funds does not translate for such funds being available for operations.

### Debt Service Coverage Ratios 2005 - 2007



*Debt Service Coverage Ratio* – this ratio measures the actual margin of protection provided to investors by annual operations.

## Summary & Conclusions

- Reduction in Net Assets \$4.5 million, which includes \$1 million increase in depreciation
- Includes \$1.2 million increase in utilities
- \$1.3 million in cost of living/equity increases for faculty & staff
- Revenue shortfall in FY 07 of \$1 million, largely tuition and fees (\$350,000 change in out-of-state tuition to in-state tuition)

## Actions Taken in FY 08

- Designated Tuition increase by \$16/sch      \$1.9 million
- Computer Use Fee increase of \$3/sch      \$400,000
- Designated Course Fee increases      \$215,600
- New Energy Surcharge @ \$6.50/sch      \$530,000
- Cost of living (3%) salary/equity increase      (\$1.3 million)

**Actions Taken in FY 08**  
(continued)

- |   |               |
|---|---------------|
| ➤ Reduction of prior year's budget            | \$500,000     |
| ➤ Reduce departmental funds carried forward   | \$500,000     |
| ➤ Simulation Center loss of grant funds       | (\$293,000)   |
| ➤ Support from designated fund reserves       | (\$2 million) |
| ➤ State appropriation support for add'l needs | (\$0)         |

MIDWESTERN STATE UNIVERSITY  
SELECTED FINANCIAL INFORMATION  
Summary Statement of Revenues and Expenditures  
For the Years Ended August 31

	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>Var. 06-07</u>
<b>REVENUES</b>							
State Legislative Appropriations	21,897,745	21,431,269	20,853,180	20,941,156	22,800,253	22,715,166	(85,087)
Higher Education Assistance Funds	3,007,669	3,007,669	3,007,669	3,007,669	2,289,565	2,289,565	-
Student Tuition and Fees	13,782,343	15,787,202	18,408,377	19,007,023	22,363,801	21,421,100	(942,701)
Sales and Services	4,662,344	4,880,300	4,397,416	4,936,061	6,183,230	6,202,022	18,792
Gifts and Grants:							
Federal	4,103,435	4,726,308	5,398,073	5,532,231	5,474,703	5,575,646	100,943
State	959,963	1,221,414	1,176,662	1,801,699	1,617,318	1,532,515	(84,803)
Private	3,867,038	2,764,989	2,723,224	2,672,600	3,446,302	3,029,244	(417,058)
Interest Income	750,511	707,071	643,243	1,087,051	1,210,492	1,432,911	222,419
Net Incr (Decr) in the Fair Value of Investments*	(10,655)	(151,722)	26,981	(152,282)	19,799	111,080	91,281
Endowment Income	191,893	150,064	338,086	410,487	164,432	269,601	105,169
Miscellaneous Income	442,224	444,756	354,253	606,561	582,223	558,873	(23,350)
<b>Total Current Revenues</b>	<b>53,654,510</b>	<b>54,969,320</b>	<b>57,327,464</b>	<b>59,850,256</b>	<b>66,152,118</b>	<b>65,157,723</b>	<b>(1,014,395)</b>
<b>EXPENDITURES</b>							
Instructional and Departmental	20,287,244	21,249,694	20,778,278	22,212,163	24,102,828	24,889,658	(786,830)
Research	75,801	81,080	129,387	72,656	52,961	15,823	37,138
Public Service	773,247	743,286	788,735	669,219	808,282	1,014,248	(205,966)
Academic Support	3,120,587	3,438,686	3,428,590	3,818,440	4,554,578	4,754,621	(200,043)
Student Services	2,320,185	2,530,129	2,818,604	2,960,863	3,354,020	3,423,882	(69,862)
Institutional Support	4,905,432	5,723,713	5,932,135	5,660,795	5,735,353	6,087,616	(352,263)
Operation and Maintenance of Plant	4,344,878	4,537,886	4,772,350	4,883,897	5,116,117	6,522,198	(1,406,081)
Scholarships	5,725,363	5,942,148	6,151,519	5,799,313	6,390,722	6,082,334	308,388
<b>Total E &amp; G</b>	<b>41,552,737</b>	<b>44,246,622</b>	<b>44,799,598</b>	<b>46,077,346</b>	<b>50,114,861</b>	<b>52,790,380</b>	<b>(2,675,519)</b>
Depreciation	3,152,778	3,218,994	3,333,577	4,139,839	4,974,273	5,980,203	(1,005,930)
Auxiliary Enterprises	7,043,389	7,208,518	6,898,643	7,382,058	8,460,765	9,082,342	(621,577)
<b>Total Expenditures</b>	<b>51,748,904</b>	<b>54,674,164</b>	<b>55,031,818</b>	<b>57,599,243</b>	<b>63,549,899</b>	<b>67,852,925</b>	<b>(4,303,026)</b>
<b>EXPENDITURES</b>							
Salaries and Wages	24,935,061	27,063,931	27,151,301	28,464,541	30,441,072	31,873,425	(1,432,353)
Payroll Related Costs	6,793,882	6,867,907	6,813,535	7,179,972	7,862,133	8,246,112	(383,979)
Professional Fees and Services	1,944,125	1,923,331	2,386,888	2,096,201	2,399,182	2,531,533	(132,351)
Tavel	863,644	859,842	769,866	868,701	1,061,538	1,306,967	(245,429)
Materials and supplies	4,725,707	4,829,570	4,249,796	4,606,513	5,509,763	5,399,267	110,496
Communications and Utilities	2,157,028	2,013,228	2,208,398	2,188,433	2,615,103	3,861,039	(1,245,936)
Repairs and Maintenance	856,175	1,190,009	1,083,854	1,303,473	1,210,359	1,537,428	(327,069)
Rentals and Leases	343,871	335,805	426,306	460,181	382,816	465,188	(82,372)
Printing and Reproduction	113,250	301,755	313,311	348,402	400,878	454,524	(53,646)
Depreciation	3,152,778	3,218,994	3,333,577	4,139,839	4,974,273	5,980,203	(1,005,930)
Bad Debt Expense	148,359	121,360	142,247	143,461	301,731	114,567	187,164
Interest	5,307	6,254	1,220	213	329	338	(9)
Scholarships	5,725,363	5,942,148	6,151,519	5,799,313	6,390,722	6,082,334	308,388
<b>Total</b>	<b>51,748,904</b>	<b>54,674,164</b>	<b>55,031,818</b>	<b>57,599,243</b>	<b>63,549,899</b>	<b>67,852,925</b>	<b>(4,303,026)</b>

MIDWESTERN STATE UNIVERSITY  
COMPARISON OF BUDGETED REVENUE TO ACTUAL REVENUE  
THROUGH JANUARY 31, 2008

Revenue Source	FALL			SPRING			SUMMER			TOTAL		
	Budget	Actual	Over (Under) Budget	Budget	Actual	Over (Under) Budget	Budget	Actual	Over (Under) Budget	Budget	Actual	Over (Under) Budget
<b>EDUCATIONAL &amp; GENERAL:</b>												
Tuition	\$ 3,605,400	\$ 3,395,092	\$ (210,308)	\$ 3,363,775	\$ 3,187,053	\$ (176,722)	\$ 1,061,836	\$ 8,031,011	\$ (1,061,836)	\$ 6,582,145	\$ 6,582,145	\$ (1,448,866)
Audit Fees	700	500	(200)	350	475	125	-	1,050	-	975	975	(75)
Applied Music Fees	5,000	7,910	2,910	4,700	6,650	1,950	-	9,700	-	14,560	14,560	4,860
Laboratory Fees	16,790	19,797	3,007	18,171	18,461	290	5,389	40,350	(5,389)	38,258	38,258	(2,092)
<b>Total Educational &amp; General</b>	<b>3,627,890</b>	<b>3,423,299</b>	<b>(204,591)</b>	<b>3,386,996</b>	<b>3,212,639</b>	<b>(174,357)</b>	<b>1,067,225</b>	<b>8,082,111</b>	<b>(1,067,225)</b>	<b>6,635,938</b>	<b>6,635,938</b>	<b>(1,446,173)</b>
<b>DESIGNATED:</b>												
Local Tuition	5,539,264	5,594,875	55,611	5,144,516	5,264,644	120,128	1,536,737	12,220,517	(1,536,737)	10,859,519	10,859,519	(1,360,998)
Tier II Tuition	-	62,250	62,250	-	93,500	93,500	-	-	-	155,750	155,750	155,750
Distance Learning Tuition	40,000	37,380	(2,620)	38,000	37,650	(350)	22,000	100,000	(22,000)	75,030	75,030	(24,970)
Three Part Tuition	64,000	58,310	(5,690)	60,000	64,200	4,200	24,100	148,100	(24,100)	122,510	122,510	(25,590)
Student Union Fee	110,249	120,440	10,191	106,386	114,597	8,211	51,934	268,569	(51,934)	235,037	235,037	(33,532)
Publications Fee	29,100	30,083	983	27,247	28,676	1,429	10,228	66,575	(10,228)	58,759	58,759	(7,816)
Library Use Fee	337,760	341,172	3,412	313,690	321,924	8,234	94,650	746,100	(94,650)	663,096	663,096	(83,004)
Computer Usage Fee	1,013,280	1,023,585	10,305	941,070	965,771	24,701	283,950	2,238,300	(283,950)	1,989,356	1,989,356	(248,944)
Course Fees	484,321	518,981	34,660	594,401	679,061	84,660	271,769	1,350,491	(271,769)	1,198,042	1,198,042	(152,449)
Distance Learning Fee	230,000	229,133	(867)	210,000	210,715	715	61,000	501,000	(61,000)	439,848	439,848	(61,152)
Application Fee	20,000	14,385	(5,615)	60,000	35,590	(24,410)	32,800	112,800	(32,800)	49,975	49,975	(62,825)
Energy Surcharge	684,000	643,934	(40,066)	407,797	418,640	10,843	123,045	530,842	(123,045)	418,640	418,640	(112,202)
Recreation Center Fee	61,067	66,603	5,536	64,452	592,236	(48,216)	233,187	1,557,639	(233,187)	1,236,170	1,236,170	(321,469)
Wellness Center Fee	78,403	86,945	8,540	84,257	76,439	(7,818)	18,346	136,128	(18,346)	129,420	129,420	(6,708)
Medical Services Fee	942,351	958,201	15,850	875,822	924,419	48,597	26,014	188,676	(26,014)	163,384	163,384	(25,292)
Student Service Fee	9,633,797	9,786,277	152,480	9,560,353	9,890,879	330,526	265,020	2,083,193	(265,020)	1,882,620	1,882,620	(200,573)
<b>Total Designated Funds</b>							<b>3,054,780</b>	<b>22,248,930</b>	<b>(3,054,780)</b>	<b>19,677,156</b>	<b>19,677,156</b>	<b>(2,571,774)</b>
<b>AUXILIARY:</b>												
Student Center Fee	70,560	67,547	(3,013)	68,821	57,946	(10,875)	22,890	162,271	(22,890)	125,493	125,493	(36,778)
Parking Permits & Fines	153,400	138,457	(14,943)	89,086	57,635	(31,451)	40,000	282,486	(40,000)	196,092	196,092	(86,394)
Residence Halls:												
Killingsworth	413,250	404,301	(8,949)	398,100	348,344	(49,756)	23,400	834,750	(23,400)	752,645	752,645	(82,105)
Pierce	314,730	343,984	29,254	302,200	302,792	592	17,700	634,630	(17,700)	646,776	646,776	12,146
McCullough-Trigg	221,060	215,153	(5,907)	210,230	210,609	379	88,590	519,880	(88,590)	425,762	425,762	(94,118)
Bridwell Courts	84,260	70,334	(13,926)	85,760	77,669	(8,091)	44,975	214,995	(44,975)	148,003	148,003	(66,992)
Honors House	9,905	11,130	1,225	9,905	9,940	35	-	19,810	-	21,070	21,070	1,260
Biology House	8,680	9,940	1,260	8,680	9,995	1,315	19,628	17,360	(19,628)	19,935	19,935	2,575
Food Service	816,631	829,608	12,977	739,979	747,996	8,017	257,183	1,576,238	(257,183)	1,577,604	1,577,604	1,366
<b>Total Auxiliary Funds</b>	<b>2,092,476</b>	<b>2,090,454</b>	<b>(2,022)</b>	<b>1,912,761</b>	<b>1,822,926</b>	<b>(89,835)</b>	<b>4,379,188</b>	<b>34,593,461</b>	<b>(4,379,188)</b>	<b>30,226,474</b>	<b>30,226,474</b>	<b>(4,366,987)</b>
<b>Total all Funds</b>	<b>\$ 15,354,163</b>	<b>\$ 15,300,030</b>	<b>\$ (54,133)</b>	<b>\$ 14,860,110</b>	<b>\$ 14,926,444</b>	<b>\$ 66,334</b>	<b>\$ 4,379,188</b>	<b>\$ 34,593,461</b>	<b>\$ (4,379,188)</b>	<b>\$ 30,226,474</b>	<b>\$ 30,226,474</b>	<b>\$ (4,366,987)</b>
<b>Headcount Enrollment</b>	6,000	6,021	21	5,618	5,736	118	4,091	15,709	(4,091)	11,757	11,757	(3,952)
<b>Semester Credit Hours</b>	67,552	68,288	736	62,738	64,413	1,675	18,930	149,220	(18,930)	132,701	132,701	(16,519)

## Midwestern State University Budget Assumptions FY 2009

February 14, 2008

### Beginning Data

➤ Estimated current fund balances @ 9/01/2008	\$	8,624,313
---	----	-----------

FY 2009

### Budget Needs

➤ Reduction in state operational funds (net GR)	\$	117,678
➤ Restoration of one-time designated reserves for budget		2,460,477
➤ Scholarship increases (related to tuition & fee increases)		200,000
➤ Utility cost increases		275,000
➤ Selected increases to departmental operating expenses (from course fees)		100,000

Subtotal . . . . .	\$	<u>3,153,155</u>
--------------------	----	------------------

## Infrastructure Formula Rates

	1998- 1999	2000- 2001	2002- 2003	2004- 2005	2006- 2007	2008- 2009
<b>Appropriations</b>						
Infrastructure Formula Study Committee						
Average Rate per Square Foot						
Universities	\$7.51	\$7.26	\$7.36	\$5.95	\$6.37	\$6.19
Health Related Institutions		\$11.18	\$11.54	\$9.43	\$8.47	\$7.98

## Midwestern State University Budget Assumptions FY 2009

**Proposed Action:**

➤ Continue Board approved spring '08 increases:	
• Energy Surcharge (\$6.50/sch)	\$ 440,000
• Course fee increases	200,000
➤ Tuition increase up to Board limit of 5% (\$6.60/sch)	785,000
➤ Additional course fee increases	105,000
➤ Technology Fee increase by \$5.00/sch	745,000
Subtotal .....	<u>\$ 2,275,000</u>
<b>Excess needs over sources .....</b>	<b>\$ 878,155</b>
<b>Estimated current fund balances @ 8/31/09 .....</b>	<b><u>\$ 7,746,158</u></b>



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Personnel and Curriculum Committee  
February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:02 p.m., Thursday, February 14, 2008. Personnel and Curriculum Committee members in attendance were Ms. Pat Haywood, Chairperson; Ms. Charlye Farris, Dr. Carol Gunn, and Mr. Munir Lalani. Other regents attending the meeting were Mr. Mac Cannedy, Jr., Ms. Pamela Gough, Mr. Stephen Gustafson, Mr. Don Ross Malone, Mr. Ben Wible, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President.

Chairperson Haywood called the meeting to order at 5:02 p.m.

Reading and Approval of Minutes

08-58. The minutes of the Personnel and Curriculum Committee meeting November 1, 2007, were approved as presented.

Faculty Report

08-59. Dr. Bob Redmon, Chairman of the MSU Faculty Senate, presented the report shown as Attachment 1.

Enrollment Report – Spring 2008

08-60. The spring enrollment report was presented as shown in Attachment 2. Dr. Clark noted that student enrollment and semester credit hour production increased in the spring 2008 compared to spring 2007. He reported that Mustangs Rally is scheduled for February 16 and reservations for students and parents are up over last year's figures.

Small Class Report – Spring 2008

08-61. The small class report was presented as shown in Attachment 3. Dr. Wiedemann indicated that she was pleased the report was not as lengthy as it had been at times in the past. She added that in most of the departments with under-enrolled classes no overload or part-time faculty were paid. Dr. Rogers added that the administration uses this list as a



key to determine whether courses are offered in an efficient manner. This report was presented as a point of information only.

Beginning and Last Day Enrollment Reports, Fall 2007 Semester

08-62. Ms. Haywood noted that these reports were previously forwarded to the Board of Regents as a point of information only.

Review of Personnel Report for FY 07-08 Budget

08-63. The report on personnel changes in October, November, and December, 2007, was presented in the agenda document as a point of information only.

Proposed Faculty Development Leave – 2008-2009

08-64. Mr. Haywood reported that the administration had recommended the granting of a developmental leave during the 2008-2009 academic year to Dr. James R. King, Associate Professor of History. In accordance with developmental leave guidelines, Dr. King would earn his regular salary during this period. The estimated replacement cost is \$5,000.

Mr. Lalani moved approval of this leave as presented. Dr. Gunn seconded the motion and it was approved.

Approval of 2008-2009/2009-2010 Academic Calendars

08-65. The proposed academic calendars for the academic years 2008-2009 and 2009-2010 were presented for approval in the agenda document. Ms. Haywood noted that the proposed calendars included the return to a five-day work and class schedule during the summer. Additionally, the summer term each year will not begin prior to June 7 to accommodate high schools calendars that now delay the end of school to the first week in June.

Dr. Gunn moved approval of the calendar as presented. Ms. Farris seconded the motion and it was approved.

Master's Degree Program Requirements (2008/2010 Catalog Change)

08-66. Ms. Haywood presented a change to the master's degree program requirements as presented in the agenda document. This specifically dealt with requirements for theses in the various programs.

Dr. Wiedemann noted that master's students earning a degree from MSU must write either a thesis or a file paper. In some programs faculty recommended that another option be approved as long as it involved some sort of culminated work in which students show their mastery of the subject, as well as their ability to write and communicate effectively. Following review by the various college councils, the Graduate Council, and the Academic Council, the following new statement was recommended for inclusion in the catalogue:

*All candidates for the master's degree must show evidence of mastery of their field of study, research in their area of interest, and ability to express their findings competently, in writing as well as orally. Specific requirements are listed with each program.*

Mr. Lalani moved approval of this change. Ms. Farris seconded the motion and it was approved.

Changes to Core Curriculum (2008/2010 Catalog Change)

08-67. The administration recommended changes to the core curriculum beginning with the fall 2008 as shown in the agenda document. Dr. Wiedemann stated that the faculty and administration are carefully looking at the curriculum to be certain that it is in line with the university's mission as a liberal arts institution. As part of this review process, learning outcomes have been developed for the university. She reviewed these items with the board as shown in Attachment 4.

Dr. Wiedemann indicated that while the core curriculum is still yet to be fully reviewed, two minor changes were recommended relating to science and economics requirements in the core as presented in the agenda document.

Dr. Gunn moved approval of these changes as presented. Ms. Farris seconded the motion and it was approved.

Revised Academic Program and Department Mission Statements (2008/2010 Catalog Change)

08-68. The administration recommended adoption of new and revised mission statements for inclusion in the 2008-2010 catalog as shown in the agenda document. Dr. Wiedemann noted that every academic department is currently reviewing mission statements to be certain they align with the university's mission statement. These mission statements are necessary to guide the university and will be a part of the Southern Association of Colleges and Schools (SACS) reaccreditation process.

Mr. Lalani moved approval of these mission statements as presented. Ms. Farris seconded the motion and it was approved.

MSU Policies and Procedures Manual Changes

08-69. The following changes to the *MSU Policies and Procedures Manual* were recommended for approval as presented.

- A. Policy 2.338, University Boards, Councils & Committees - University Assessment Committee – minor personnel and wording changes were recommended to provide better representation of the campus and make its purpose clearer.
- B. Policy 2.338, University Boards, Councils & Committees – NEW COMMITTEE – American Democracy Project Committee – it was recommended that an existing ad hoc committee be added to the standing committees of the university
- C. Policy 3.127, Faculty Workload Policy, and Policy 3.145, Telecommunications-Based Courses – a new Faculty Workload Policy (#3.127) was recommended and it was further recommended that Policy 3.145 be deleted in its entirety. Dr. Wiedemann noted that this policy had not been revised in a number of years and that the proposed policy identifies the workload credit faculty receive.


- D. Policy 3.348, Employment of Foreign Nationals - this MSU policy revision was recommended to address new U.S. Department of Labor rules regarding university sponsorship of permanent residency status for foreign national employees. Ms. Weakley noted that the university is now responsible for attorney fees when employees are sponsored for permanent residency status. Mr. Lalani asked what types of positions the university would sponsor. Ms. Weakley responded that they are most often faculty positions, although a current staff employee will be eligible in a few years. Mr. Lalani asked if MSU's policy was consistent with other state institutions. Ms. Weakley responded that it was. Mr. Malone asked about the cost of attorney fees for this process. Ms. Weakley responded that the MSU International Services Office has been working with firms that specialize in immigration law and has determined that it will likely cost the university between \$2,500 and \$4,500 per employee.
- E. Policy 3.349, Employee Background Checks - wording was recommended to clearly define the process for conducting employee background checks under the Fair Credit Reporting Act. Ms. Weakley stated that the university contracted with an outside vendor to assist with background checks on potential employees from states other than Texas. In hiring an outside vendor, the background check fell under the Fair Credit Reporting Act, even though it is a criminal history check and not a credit check. MSU's policy was updated accordingly.
- F. NEW POLICY - 4.XXX, Records Management Policy - the administration recommended the addition of this proposed policy as required by Texas Government Codes 441 and 552.

Dr. Gunn moved approval of these policy changes as presented. Mr. Lalani seconded the motion and it was approved.

Adjournment

There being no further business, the Personnel and Curriculum Committee discussion concluded at 5:40 p.m.

Reviewed for submission:

  
Patricia Ann Haywood, Chairperson  
Midwestern State University  
Board of Regents Personnel & Curriculum Committee

ATTACHMENT:

1. Faculty Report
2. Spring 2008 Enrollment Report
3. Spring 2008 Small Class Report
4. MSU Learning Outcomes

Faculty Senate Report to Board of Regents  
Dr. Robert Redmon – February 14, 2007

The past several times when I spoke to you, I focused on what faculty perceives to be critical needs of the university. I'd like to change things up a little bit and today I will address, or rather celebrate, existing initiatives that the faculty is proud of and hope will continue. Those include

- ❖ efforts underway to make the campus a more safe and secure environment for students and employees alike,
- ❖ efforts underway to reduce energy consumption and make the campus more environmentally responsible,
- ❖ efforts underway to make the university fiscally sound and stable,
- ❖ efforts underway to align the core curriculum with learning outcomes that will ensure our graduates access to the knowledge, skills, and dispositions demanded by the rapidly changing, increasingly global, and diverse society in which we all live,
- ❖ efforts underway to enhance the instructional skills of our faculty and teaching assistants through a regular program of professional development,
- ❖ efforts underway to encourage and facilitate the wellness of students and faculty alike,
- ❖ efforts underway to reduce clerical burdens and other non-academic demands upon faculty, ensuring they can focus their efforts on the primary mission of teaching and scholarship,
- ❖ efforts underway to ensure salary and benefits offered by MSU are competitive and allow the university to attract and retain the best possible faculty and staff, and
- ❖ efforts underway to improve student services and build for the future by expanding and improving facilities and the physical campus.

We hope that you will stand with the faculty in continued support of such initiatives. Doing so will be your legacy to the university.

*Enrollment Report***Spring 2008**

	<b>2007</b>	<b>2008</b>
Beginning Freshmen	41	36
Re-Enrolling Freshmen	900	938
Sophomore	1,058	1,061
Junior	1,190	1,161
Senior	1,811	1,870
Graduate/Post-Baccalaureate	<u>688</u>	<u>670</u>
<b>TOTAL</b>	<b>5,688</b>	<b>5,736</b>

**SMALL CLASS REPORT****Spring 2008**

The following organized classes had enrollments below the established minima of ten (10) students for undergraduate classes and five (5) students for graduate classes on the twelfth class day. The courses are listed under the justification categories previously used by the Coordinating Board.

**The following courses are required within an undergraduate program area.**

<i>Course Number</i>		<i>Instructor</i>	<i>Course Title</i>	<i>Students</i>
Athletic Training	3813 01	C. Pack	Evaluation of Athletic Injuries	1
Athletic Training	4423 01	C. Pack	Research and Athletic Training	6
Athletic Training	4903 01	G. Diehm	Adminstratn of Athletic Training	4
Bilingual Education	4303 80	M. Garza	Second Language Acquisition	9
Bilingual Education	4333 80	M. Garza	Assessment in Bilingl Education	9
Biology	4443 01	M. Shipley	Histology	8
Chemistry	3405 01	J. Shao	Analytical Chemistry II	7
Chemistry	3705 01	R. Hallford	Physical Chemistry	5
Chemistry	4305 01	R. Hallford	Advanced Inorganic Chemistry	5
Chemistry	4943 80	R. Hallford	Chemical Topics	9
Computer Science	4313 01	R. Simpson	Interactive 3D Game Graphics	6
Computer Science	4991 01	R. Halverson	Seminar: Social Responsibilities	7
Education	4113 01	J. Schreiber	Planng/Assessmt/Sec Ed/All Lvl	9
English	3533 01	D. Barnett	The Theory of Composition	9
English	3713 01	E. Smith	Contemporary Amer. Lit	9
Finance	4653 01	R. Patin	Financial Management	9
Manufctrng Eng Tech	1342 01	J. Brink	Fluid Power II	5
Manufctrng Eng Tech	2134 01	J. Faulk	Computer Aided Drafting	5
Manufctrng Eng Tech	2143 01	J. Brink	Manufacturing Processes	6
Manufctrng Eng Tech	3503 01	J. Brink	Automation II	2
Manufctrng Eng Tech	4103 01	S. Azzouz	Strength of Materials	8
Manufctrng Eng Tech	4113 01	J. Faulk	Basic Instrumentation	2
Manufctrng Eng Tech	4213 01	D. McDonald	Thermodynamics	6
Mass Communication	4263 01	J. Gorham	Broadcast News and	8
	4363 01		Advanced Broadcast News	
Mathematics	2053 01	T. McDonald	Structure of Number Systems	9
Mathematics	3133 70	J. Hood	Foundations of Geometry	6
Mathematics	4293 70	D. Tucker	Introduction to Ring theory	8
Music	1111 01	K. Scherler	Begin Piano-majors	7
Music	1111 02	R. Hough	Begin Piano-majors	7
Music	1121 01	K. Scherler	Piano class-majors	7
Music	1121 02	G. Lewis	Piano class-majors	7
Music	4813 02	K. Scherler	Foundations of Music	9
Physics	4343 01	J. Dunn	Modern Physics II	3
Physics	4353 01	R. Fleming	Quantum Physics	3
Statistics	3583 70	J. Schmitter	Statistical Quality Control	5
Theatre	4483 01	L. Jefferson	Direction of Plays	9

**The following courses are required within a graduate program area.**

<i>Course Number</i>		<i>Instructor</i>	<i>Course Title</i>	<i>Students</i>
Biology	4564/ 5564 8A	M. Rincón	Plant Physiology	4
Counseling	6073 90	B. Kays	Communication Skills for HR	4
Nursing	5253 X1	A. Smith	Nurse Educator II	3
Nursing	5503 X1	K. Roberts	Assessment in Nurse Ed	2

## **Midwestern State University Learning Outcomes**

An MSU education will allow students to prepare themselves for a future in which they

- understand, appreciate, and be engaged in the liberal arts (humanities, mathematics, and natural and social sciences)
- respect and affirm diversity among individuals and cultures
- think creatively when evaluating concepts and developing personal values
- reason and act ethically
- read, write, listen, and speak effectively
- analyze quantitative and qualitative information with skill and insight
- integrate ideas and methods across disciplines
- apply civic knowledge responsibly in the community, the nation, and the world
- access, interpret, use, and disseminate information appropriately in all media
- participate effectively in teams
- comprehend and practice personal wellness as a lifelong process
- pursue lifelong learning

January, 2008



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Student Services Committee  
February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:40 p.m., Thursday, February 14, 2008. Student Services Committee members in attendance were Ms. Pamela Gough, Chairperson; Dr. Carol Gunn; Mr. Stephen Gustafson; and Ms. Pat Haywood. Other regents attending the meeting were Mr. Mac Cannedy, Jr., Ms. Charlye Farris, Mr. Munir Lalani, Mr. Don Ross Malone, Mr. Ben Wible, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President.

Chairperson Gough called the meeting to order at 5:40 p.m.

Reading and Approval of Minutes

08-70. The minutes of the Student Services Committee meeting November 1, 2007, were approved as presented.

Student Government Report

08-71. Mr. Dominique Calhoun presented the following information.

- A. Library Hours – the library's hours of operation have been extended following a request by the Student Senate. Mr. Calhoun expressed appreciation to Dr. Rogers for his support and making this change.
- B. Athletic Fee – Mr. Calhoun reported that 12.7% of the 5,000 eligible student voters (636 students) participated in the vote regarding a new athletic fee and 75% of those voting favored the fee.
- C. Recycling Program – student government is working with PetSmart CHARITIES to provide an opportunity for the campus community to recycle empty inkjet cartridges as well as old digital cell phones (see Attachment 1).

D. Campus Security – Mr. Calhoun reported that students are pleased with the efforts of the administration to initiate the cell phone and e-mail emergency communication system for faculty, staff, and students.

E. Student Health and Wellness Center – students are pleased to see “vertical progress” on the project and look forward to its completion.

#### Housing Rates

08-72. Housing rates for fall 2008, spring 2009, and summer 2009 were presented to the committee for consideration and approval as shown in Attachment 2. Mr. Lamb reported that last year’s housing increase was only 3%. He indicated that they worked very hard to keep next year’s increase down in light of the increasing fuel and utility costs. He noted that the proposed increases will keep MSU below other institutions in Texas. The average overall increase was less than 6%.

Ms. Haywood moved approval of these housing rates as presented. Dr. Gunn seconded the motion and it was approved.

#### Food Service Rates

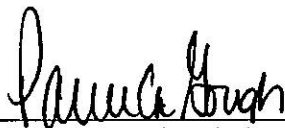
08-73. Food service rates for summer 2008, fall 2008, and spring 2009 were presented to the committee for consideration and approval as shown in Attachment 3. Mr. Lamb stated that he was pleased to recommend an approximate 3.5% increase in overall food service rates. He added that with the minimum wage and fuel costs increasing he was pleased the rate increase was low.

Dr. Gunn moved approval of these rates as recommended. Mr. Gustafson seconded the motion and it was approved.

#### Adjournment

The Student Services Committee discussion concluded at 5:53 p.m.

Reviewed for submission:



\_\_\_\_\_  
Pamela Gough, Chairperson  
Midwestern State University  
Board of Regents Student Services Committee

#### ATTACHMENT:

1. Student Government Recycling Letter
2. Housing Rates
3. Food Service Rates

# MIDWESTERN STATE UNIVERSITY

Student Government Association  
3410 Taft Boulevard Wichita Falls, Texas 76308-2099  
<http://students.mwsu.edu/sga/>

February 14, 2008

TO: West College of Education  
Dillard College of Business Administration  
Fain College of Fine Arts  
College of Health Sciences and Human Services  
Prothro-Yeager College of Humanities and Social Sciences  
College of Science and Mathematics

FROM: Dominique D. Calhoun  
Student Government Association, President

SUBJ: Recycling Program – PetSmart CHARITIES

The Student Government Association is implementing a city-wide, civic engagement project entirely devoted to the aspects of environmental awareness through recycling. This project will be spearheaded by the Student Government Association in conjunction with the University's American Democracy Project in hopes that we will be able to educate, not only the campus' faculty, administration, and student body on the importance of tomorrow, but our local community in general. We would greatly appreciate your support in developing such a well needed program and would love for you be apart of this proactive initiative. We will be sending you one hundred pre-addressed PetSmart CHARITIES recycling bags for you to place your empty inkjet cartridges, as well as old digital cell phones, into and mail out. This project will not only recycle these products but though your help we will be saving the life of an animal with every item mailed.

If you have any questions please contact the Student Government Office (940) -397-4709

Appreciatively,

Dominique D. Calhoun  
Student Government Association, President

**2007-2008 Proposed Housing Rates** Attachment 2 – Page 2

	2007-2008	2008-2009	% Change
<b>Killingsworth and Pierce Halls</b>	Semester Rate	Semester Rate	
Semi-Private Room	\$ 1,370.00	\$ 1,450.00	5.84
Private Room	\$ 1,830.00	\$ 1,910.00	4.37
<b>McCullough-Trigg Hall</b>	Semester Rate	Semester Rate	
Semi-Private Room	\$ 1,465.00	\$ 1,570.00	7.17
Private Room	\$ 1,920.00	\$ 2,030.00	5.73
<b>Bridwell Courts Apartments</b>	Semester Rate	Semester Rate	
Semi-Private Room	\$ 1,300.00	\$ 1,390.00	6.92
Private Room	\$ 1,750.00	\$ 1,850.00	5.71
Private Efficiency	\$ 1,950.00	\$ 2,050.00	5.13
	Monthly Rate	Monthly Rate	
One Bedroom Family	\$ 530.00	\$ 575.00	8.49
Two Bedroom Family	\$ 630.00	\$ 675.00	7.14
<b>Biology House</b>	Semester Rate	Semester Rate	
	\$ 1,260.00	\$ 1,340.00	6.35
<b>Honors House</b>	Semester Rate	Semester Rate	
	\$ 1,260.00	\$ 1,340.00	6.35
<b>Sunwatcher Village</b>	Monthly Rate	Monthly Rate	
Two Bedroom-12 mo. Lease	\$ 540.00	\$ 570.00	5.56
Two Bedroom-9 mo. Lease	\$ 625.00	\$ 655.00	4.80
Four Bedroom-12 mo. Lease	\$ 450.00	\$ 480.00	6.67
Four Bedroom-9 mo. Lease	\$ 535.00	\$ 565.00	5.61
<b>Temporary Guest Fee</b>	Nightly Rate	Nightly Rate	
Killingsworth and Pierce	\$ 20.00	\$ 20.00	0.00
McCullough-Trigg	\$ 20.00	\$ 20.00	0.00
<b>Linen Service</b>	Nightly Rate	Nightly Rate	
Per Set	\$ 7.00	\$ 7.00	0.00
<b>Summer Rates</b>			
Killingsworth and Pierce Halls	Summer Term Rate	Summer Term Rate	
Semi-Private Room	\$ 490.00	\$ 510.00	4.08
Private Room	\$ 640.00	\$ 665.00	3.91

**2007-2008 Proposed Housing Rates** Attachment 2 – Page 3

	2007-2008	2008-2009	% Change
McCullough-Trigg Hall	Summer Term Rate	Summer Term Rate	
Semi-Private Room	\$ 550.00	\$ 570.00	3.64
Private	\$ 700.00	\$ 720.00	2.86
Bridwell Courts	Summer Term Rate	Summer Term Rate	
Semi-Private	\$ 530.00	\$ 550.00	3.77
Private	\$ 690.00	\$ 710.00	2.90
Sunwatcher Village	Monthly Rate	Monthly Rate	
Four Bedroom	\$ 450.00	\$ 480.00	6.67
Two Bedroom	\$ 540.00	\$ 570.00	5.56

# 2007-2008 Proposed Board Plan Rates

		2007-2008	2008-2009	% Change
Board Rates				
	19 Meal Plan \$	1,305.00	\$ 1,350.00	3.45%
	14 Meal Plan \$	1,245.00	\$ 1,290.00	3.61%
	10 Meal Plan \$	1,205.00	\$ 1,250.00	3.73%
	Summer 10 Meal Plan \$	240.00	\$ 260.00	8.33%
Summer Conference (per meal, before tax)				
	Breakfast \$	4.22	\$ 4.35	3.08%
	Lunch \$	5.10	\$ 5.26	3.14%
	Dinner \$	6.10	\$ 6.30	3.28%
Cash Price (per meal, before tax)				
	Breakfast \$	5.30	\$ 5.45	2.83%
	Lunch \$	6.00	\$ 6.20	3.33%
	Dinner \$	6.20	\$ 6.40	3.23%
Commuter Plans (before tax)				
	25 Meal Block \$	128.50	\$ 132.50	3.11%
	100 Meal Block (no expiration date) \$	610.00	\$ 620.00	1.64%



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**University Development Committee  
February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:53 p.m., Thursday, February 14, 2008. University Development Committee members in attendance were Mr. Stephen Gustafson, Chairperson; Mr. Don Ross Malone, Ms. Charlye Farris, and Mr. Ben Wible. Other regents attending the meeting were Mr. Mac Cannedy, Jr., Ms. Pamela Gough, Dr. Carol Gunn, Ms. Pat Haywood, Mr. Munir Lalani, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President.

Chairperson Gustafson called the meeting to order at 5:53 p.m.

Reading and Approval of Minutes

08-74. The minutes of the University Development Committee meeting November 1, 2007, were approved as presented.

Summary of Gifts, Grants and Pledges 9/1/07- 1/18/08

08-75. This report was presented as a point of information as shown in the agenda document. Dr. Farrell noted the following major gifts that had been received since the last report to the board.

1. MSU received \$1 million of the \$3.5 million pledge from the Priddy Foundation for the College of Science and Mathematics.
2. Jim and Vicki McCoy pledged an additional \$250,000 for the engineering building.
3. The Perkins-Prothro Foundation contributed \$25,000 to the Perkins-Prothro Trust for the Prothro-Yeager College of Humanities and Social Sciences.
4. The J. S. Bridwell Foundation has pledged an additional \$250,000 to the College of Science and Mathematics.

5. The Fain Foundation has pledged \$500,000 for the construction of a new instrumental music hall.

Mr. Gustafson thanked everyone at the university for their efforts and expressed the Board's appreciation to the donors who continue to generously support Midwestern State University.

Naming of University Facilities

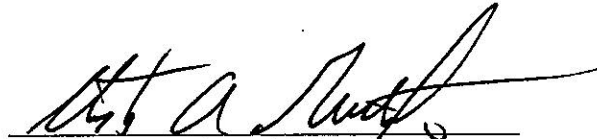
08-76. The administration recommended naming the health center wing of the new recreation center the Vinson Health Center in recognition of a donation from Robert E. and Joan B. Vinson, Ann Vinson, and Robert E. Miller. Mr. Gustafson added that the funds donated would be used to purchase a SyneRad Multi Direct DR Imaging System and related equipment and software.

Ms. Farris moved approval of this action. Mr. Wible seconded the motion and it was approved.

Adjournment

The University Development Committee discussion concluded at 5:53 p.m.

Reviewed for submission:



Stephen Gustafson, Chairperson  
Midwestern State University  
Board of Regents University Development Committee

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Athletics Committee  
February 14 and 15, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:53 p.m., Thursday, February 14, 2008. Mr. Mac Cannedy, Jr., Chairperson of the MSU Board of Regents, announced that discussion of the Athletics Committee items would be postponed until 9:00 a.m. Friday, February 15, as allowed by Texas Government Code Section 551.0411.

The meeting reconvened Friday, February 15, at 9:04 a.m. Athletics Committee members in attendance were Ms. Pamela Gough; Mr. Stephen Gustafson; and Mr. Ben Wible. Mr. Mac Cannedy, Jr., Board Chairperson, indicated that he would chair the committee in the absence of Mr. Malone. Other regents attending the meeting were Ms. Charlye Farris, Dr. Carol Gunn, Ms. Pat Haywood, Mr. Munir Lalani, and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President, and Mr. Hezron Wade, SGA Observer. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Acting Chairperson Cannedy called the meeting to order at 9:04 a.m.

Reading and Approval of Minutes

08-77. The minutes of the Athletics Committee meeting November 1, 2007, were approved as presented.

Athletics Status Report

08-78. Mr. Charlie Carr presented information concerning the athletics program. He noted that the fall sports did very well. The women's soccer team won the most games in its history, the men's soccer team went to the final four, and the volleyball team went to the NCAA tournament for the first time. Unfortunately, three of the assistant coaches in football resigned. One went to the Atlanta Falcons, one went to the University of Texas at El Paso, and the third went to Tarleton State. Mr. Carr stated that the administration worked to keep all of them and were sad to see them go. He added that football recruiting went

well in spite of the coaching staff resignations. He noted that both soccer teams lose very few players and added some good players as well.

#### Model Division II Program

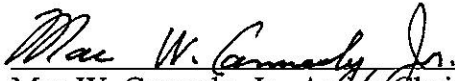
08-79. Mr. Carr presented information concerning Division II. He indicated that the Division II motto is "I Chose Division II." Mr. Carr then made a power point presentation concerning the Model Division II Program (see Attachment 2). He reported that the support athletics receives from the president, the provost, the vice presidents, and the associate vice presidents is invaluable. He noted that it is a team effort.

Mr. Lalani asked about the support Charlie had seen for MSU Athletics from the community. Mr. Carr responded that the university's hiring of Kyle Williams is helping athletics connect the community and the Mustang Athletic Club.

#### Adjournment

There being no further business, the Athletics Committee discussion concluded at 9:44 a.m.

Reviewed for submission:

  
Mac W. Cannedy, Jr., Acting Chairperson  
Midwestern State University  
Board of Regents Athletics Committee

#### ATTACHMENT

1. Model Division II Athletics Program Presentation

# **A Successful Division II Athletics Program**



## **Guiding Principles**





## 1. Integration & Control by Institution

- Integral to the educational mission of the institution
- Integrated into budget and management operations of the institution
- Committed to principles of institutional control

## 2. Presidential Oversight

- Communicate a vision for the intercollegiate athletics program
- Ensures adequate resources exist to carry out vision
- Emphasizes the permanent importance of compliance
- Integrates the role of various non-athletic departments (I.E. Counseling Center, Financial Aid, Admissions, Registrar)



### 3. Athletic Director Management

- Full time administration responsible for academic and athletic success of program
- AD must implement the vision for athletics consistent with the Mission and Philosophy of Midwestern State University
- AD must create environment of success and achievement for staff, coaches and student athletes

### 4. Faculty, Student and Community Involvement

- Faculty Athletics representative is key to institutional liaison to Athletic Department
- Boards should be effective tools for suggestions and recommendations for success
- Athletic department should be transparent and inclusive to Faculty, Students and community
- Events should be designed to reach all segments of campus and community



## 5. Coaches Role

- Environment should foster the leadership and success of each coach for their sport and the program as a whole
- Coaches should share the vision of and take an active role in the development of the total person in their student athletes



## 6. Total Person Principle

- Each student athlete should be encouraged and given the structure to be the **best student** possible and directed to a meaningful degree and subsequent career
- Each student athlete should be coached in a position to be the **best athlete** they can be through a high standard of coaching, equipment, facilities and competition
- Each student should be motivated and encouraged to grow, develop and mature as the **best person** they can be through effective opportunities in personal growth, life skills and life enrichment opportunities through their college career



## 7. Student Athlete Advisory Committee Involvement

- Leadership should be fostered through the development of a select group of student athletes that represent the voice and welfare of the entire group
- Athletic director should use this group for ideas, opinions and as representatives throughout the community

## 8. Athletic Training & Sport Medicine

- Our model program should provide an adequate number of certified athletic trainers to provide a safe and healthy environment for each sport







## 9. Academic Success

- Our model Division II program shall have a strong commitment to academic success of the entire student-athlete population that provides guidance and direction at each level of academic ability for their successful degree completion. There should be adequate institutional infrastructure committed to the goal of a high percentage of graduates after four or five years that surpasses the regular student body.

## 10. Diversity

- The principle of diversity and atmosphere of fairness and respect should be prevalent in all aspects of the model Division II program.
- The Athletic program should provide equal opportunity in all phases of leadership and staffing through gender and ethnic diversity.
- Priorities for this model program will involve achieving staffing and funding balance for all sports (men & women) by prioritizing increased revenues and Title IX programs to achieve equity.



## 11. Compliance

- Our model athletic program will provide for a full time director of compliance whose singular responsibility is oversight of the institutional compliance system and the coordination of rules of education throughout the university.
- The Athletic program should commit to a regular self-analysis of Title IX compliance and regular external assessment to evaluate strengths and weaknesses of all compliance systems.
- The program should conduct its own self-study guide every five (5) years to monitor its progress in all areas of a successful programs.

## 12. Finance & Sport Sponsorship

- Our model program will be administered with a balance of competitive opportunities for coaches and their student athletes with prudent management and fiscal practices.
- Our model program should achieve beyond the average Division II athletic budget of \$4 million dollars (with football) and aspire to have budgets closer to Pittsburg State and Grand Valley with better fund-raising efforts. The average sport sponsorship is 12 varsity sports and the average of 50 equivalencies.
- This model program will focus on the development of facilities, a student athletic fee, and major steps in fundraising for Athletics to achieve the competitive total person goals of the department.



### 13. Continuing Education & Professional Development

- Our model program should be committed to key educational events to further professional development among staff and coaches.
- The Athletics department should look for regional and national opportunities for leadership and development among its student athletes to provide growth opportunities during their college experience.

### 14. Champs/ Life Skills

- Our model program should be committed to a CHAMPS Life Skills program that will be the instrument for total person development.
- Opportunities should be presented to every student athlete to grow as a well rounded person with educational opportunities in:
  - **Nutrition**
  - **Mental Health**
  - **Alcohol & Drug Abuse**
  - **Career Planning**
  - **Time Management**
  - **Degree Planning**
  - **Public Speaking**
  - **Community Service**
- Our model program will maintain a Life Skills Coordinator that works with Student Affairs to insure maximum opportunities for all student athletes as well as identify and provide other seminars and education specific to the student athlete experience.





## 15. Communication/ Campus Relationships

- Our model Division II program features a communication strategy that keeps other key departments current regarding athletic issues:
  - President
  - Vice Presidents
  - Registrar
  - Admissions
  - Financial Aid
  - Student Affairs
  - Counseling Center


## 16. Fund-Raising

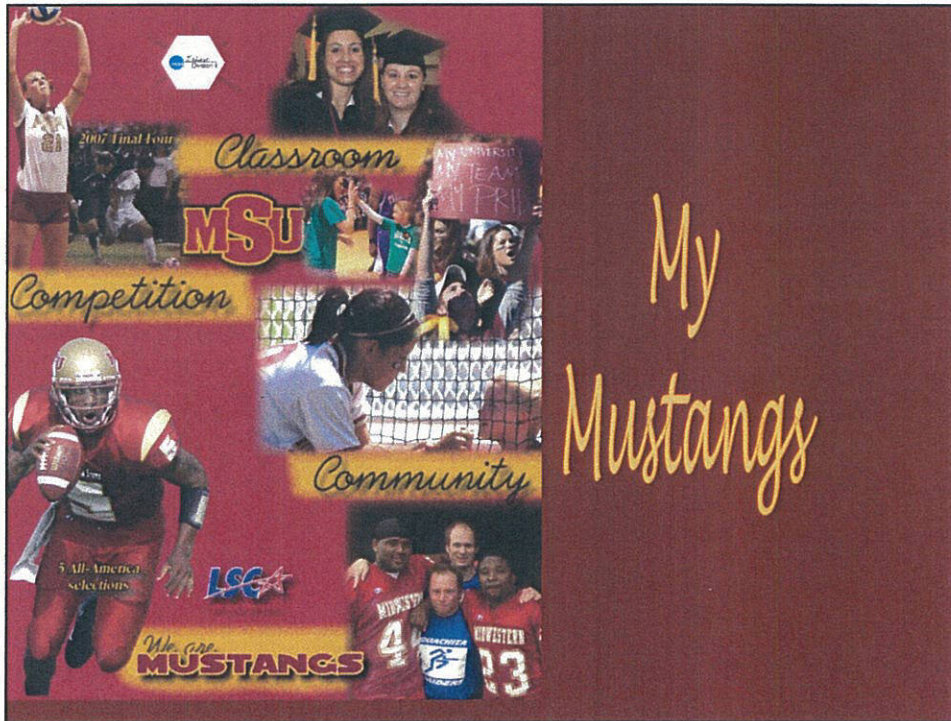
- Our model Division II athletics program will utilize the talents and focus of an individual whose primary assignment is Athletic fund-raising and development.
- This person should identify and collaborate opportunities for corporate gifts and donations within the guidelines and integration of the total university system





## 17. Community Outreach & Engagement

- Our model Division II Athletic program will utilize its events and resources to engage and interact with the surrounding community. Events should be planned and promoted to reach and include segments of the community:
    - **High Schools**
    - **Elementary schools**
    - **Youth Clubs**
    - **Senior Citizen Institutions**
    - **Service Organizations**
    - **Military Populations**
    - **Business**
  - Leadership from the Student Athletic Advisory Committee will maximize the effectiveness and positive impression for Community Engagement projects.
- 



**MINUTES**  
**MIDWESTERN STATE UNIVERSITY**  
**BOARD OF REGENTS**  
**Committee of the Whole**  
**February 14, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:30 p.m., Thursday, February 14, 2008. Regents in attendance were Mr. Mac Cannedy, Jr., Chairperson; Mr. Munir Lalani, Vice Chairperson; Ms. Patricia Haywood, Secretary; Ms. Charlye Farris; Ms. Pamela Gough; Dr. Carol Gunn; Mr. Stephen Gustafson; Mr. Don Ross Malone; Mr. Ben Wible; and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Mr. Danny Reddick, Director of Housing; Ms. Dianne Weakley, Director of Human Resources; Mr. Dail Neely, Dean of Students; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President. Representing the news media was Ms. Shea Pittman, Campus Watch; Ms. Brittany Norman, *The Wichitan*; and Ms. Ann Work, reporter for the *Wichita Falls Times Record News*. Visitors included representatives of Collegiate Development Services, Inc. (Ms. Mary Ellen Ewing, Mr. Brad Parker, Mr. Jack Seay, and Mr. Carl Nace) and the architectural firm of Hensley Lamkin and Rachel, Inc. (David Hensley, Jason Dean, and Ryan Conway). Also attending the meeting was Matt Boles, Managing Director of RBC Capital Markets.

Chairperson Cannedy called the meeting to order at 1:30 p.m. and Ms. Buss introduced the guests.

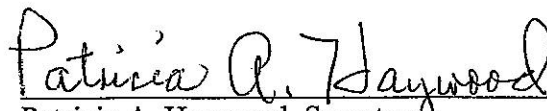
Public Comment

08-47. Mr. Cannedy stated that in accordance with the Board of Regents By-Laws, MSU Policy 2.22, members of the public are invited to address the Board of Regents. Mr. Cannedy noted that no one signed up to speak during this time.

Adjournment

There being no further business, the meeting adjourned at 1:32 p.m.

Reviewed for submission:

  
Patricia A. Haywood, Secretary  
Midwestern State University  
Board of Regents

**MINUTES  
BOARD OF REGENTS  
MIDWESTERN STATE UNIVERSITY**

**February 15, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 9:44 a.m., Friday, February 15, 2008. Regents in attendance were Mr. Mac Cannedy, Jr., Chairperson; Mr. Munir Lalani, Vice Chairperson; Ms. Pat Haywood, Secretary; Ms. Charlye Farris; Ms. Pamela Gough; Dr. Carol Gunn; Mr. Stephen Gustafson; Mr. Ben Wible; and Student Regent Jason York.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Friederike Wiedemann, Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management; Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies; Mr. Keith Lamb, Associate Vice President for Student Affairs; and Mr. Allen Goldapp, Associate Vice President for Facilities Services. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Robert Redmon, Chairman of the MSU Faculty Senate; Ms. Dianne Weakley, Director of Human Resources; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Dominique Calhoun, SGA President, and Mr. Hezron Wade, SGA Observer. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Chairperson Cannedy called the meeting to order at 9:44 a.m. Dr. Farrell presented the invocation and Ms. Buss introduced the guests. Mr. Cannedy noted that Dr. Carol Gunn and Dr. Emerson Capps recently received awards from the United Way. The board extended congratulations to these individuals. Mr. Cannedy reported that the Governor's Office will host a higher education conference May 21 and would like as many regents to attend as possible. Additional information will be forthcoming.

Public Comment

08-80. Mr. Cannedy stated that in accordance with the Board of Regents By-Laws, MSU Policy 2.22, members of the public were invited to address the Midwestern State University Board of Regents through written and oral testimony. Mr. Cannedy noted that no one signed up to speak during this time.

Reading and Approval of Minutes

08-81. The minutes of the regular Board of Regents meeting November 1, 2007, were approved as presented.

Reading and Approval of Minutes

08-82. The minutes of the regular Board of Regents meeting November 2, 2007, were approved as presented.



### **Executive Committee Report**

Mr. Cannedy noted the item presented at the Executive Committee Meeting for committee approval only. Information concerning this item can be found in the minutes of the Executive Committee Meeting held February 14, 2008.

### **Item Presented for Committee Approval Only**

08-48. Committee Minutes, 11/1/07 – approved by Committee as presented.

### **Executive Committee Consent Agenda**

The following items were approved by the Executive Committee and placed on the Consent Agenda for consideration by the board.

08-49. Instrumental Music Hall Project – authorized the administration to negotiate a contract with Electra Construction Company to serve as Construction Manager at Risk for this project. Authorized the administration to negotiate with Imperial Construction should an acceptable contract with Electra Construction not be negotiated. Finally approved the following funding plan for this project:

\$1,000,000	Sale of HEAF Bonds
<u>500,000</u>	Gift from Fain Foundation
\$1,500,000	

08-50. Ligon Coliseum Renovation Project – authorized the administration to continue working with Campos Engineering to review the building infrastructure analysis and address other critical needs within the facility, including compliance with Texas Accessibility Standards and ADA. Approved the following funding plan for this project:

\$7,700,000	Tuition Revenue Bonds
300,000	Anticipated Interest Earnings
850,000	Sale of HEAF Bonds
<u>518,000</u>	Private Funding
\$9,368,000	

08-51. Student Housing Project – approved Phase I of the project as indicated below:

- A. Raze Mercantile Building at a cost of approximately \$57,000, with funding provided by a gift for this purpose.
- B. Proceed with the construction of apartment-style housing (approximately 290 beds) at the corner of Louis J. Rodriguez Drive and Midwestern Parkway at a total project cost of approximately \$21,375,357, following review of the project by a third party architect.
- C. Proceed with the purchase of the existing Sunwatcher Village through a bond issue of approximately \$17,357,110, which would be combined with the bond issue necessary to construct the new housing.



Accepted a report on Phase II of the project with the understanding that this portion of the project requires future planning and funding.

- A. Raze the following buildings on the east side of Louis J. Rodriguez Drive – Marchman, McCullough, and the Paint Shop.
- B. Construct apartment-style housing in this area designed for fraternity and sorority housing with approximately 75 beds. This construction would be contingent on appropriate contracts being negotiated with and agreed to by at least four fraternity and sorority groups.

08-52. Possible Purchase of Property – authorized the administration to purchase the house and property located at 2508 Hampstead at a cost of \$125,000 from funds donated for this purpose, with the understanding that final approval of the purchase would be requested from the Texas Higher Education Coordinating Board.

Mr. Cannedy asked if there were items any member wanted to remove from the Consent Agenda. There being none, Dr. Gunn moved approval of the Consent Agenda as presented. Mr. Lalani seconded the motion and it was approved.

#### **Finance and Audit Committee Report**

Mr. Lalani noted the item presented at the Finance and Audit Committee Meeting for committee approval only. Information concerning this item can be found in the minutes of the Finance and Audit Committee Meeting held February 14, 2008.

#### **Item Presented for Committee Approval Only**

08-53. Committee Minutes, 11/1/07 – approved by Committee as presented.

#### **Finance and Audit Committee Consent Agenda**

The following items were approved by the Finance and Audit Committee and placed on the Consent Agenda for consideration by the board.

08-54. Review and Acceptance of Financial Report – accepted the August, 2007, Financial Report as presented.

08-55. FY 2007-2008 Items \$50,000 & Under Approved by President – ratified these items as presented.

08-56. Salary/Title/Position Changes in FY 07-08 Budget Approved per Board Authorization – ratified changes as presented.

08-57. 2008-2009 Budget Discussion/Tuition and Fee Review and Proposed Increases – approved the following changes effective with the fall 2008 semester.

- A. Tuition – increase tuition by 5% (\$6.60 per semester credit hour), from \$132.00 to \$138.60 per semester credit hour (SCH).

B. Computer Use Fee – change the name of the Computer Use Fee to Technology Fee, and increase the fee by \$5, from \$15 to \$20 per SCH.

C. Increase course fees in the following disciplines:

1. English – from \$5 to \$6 per SCH
2. Kinesiology – from \$10 to \$15 per SCH
3. Management Information Systems – from \$7 to \$15 per SCH
4. Nursing – from \$25 to \$30 per SCH

Mr. Cannedy asked if there were items any member wanted to remove from the Consent Agenda. There being none, Ms. Haywood moved approval of the Consent Agenda. Mr. Gustafson seconded the motion and it was approved.

#### **Personnel and Curriculum Committee Report**

Ms. Haywood noted the items presented at the Personnel and Curriculum Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Personnel and Curriculum Committee Meeting held February 14, 2008.

#### Item Presented for Committee Approval Only

08-58. Committee Minutes, 11/1/07 – approved by Committee as presented.

#### Items Presented for Information Only

08-59. Faculty Report

08-60. Enrollment Report – Spring 2008

08-61. Small Class Report – Spring 2008

08-62. Beginning and Last Day Enrollment Reports, Fall 2007 Semester

08-63. Review of Personnel Reports for FY 07-08 Budget

#### Personnel and Curriculum Committee Consent Agenda

The following items were approved by the Personnel and Curriculum Committee and placed on the Consent Agenda for consideration by the board.

08-64. Proposed Faculty Development Leave – approved a development leave during the 2008-2009 academic year for Dr. James R. King as presented.

08-65. Approval of 2008-2009/2009-2010 Academic Calendars – approved the calendars as presented.

08-66. Master's Degree Program Requirements (2008/2010 Catalog Change) – approved the new statement of requirements as presented.

08-67. Changes to Core Curriculum (2008/2010 Catalog Change) – approved the changes as presented.

08-68. Revised Academic Program and Department Mission Statements (2008/2010 Catalog Change) – approved the mission statements as presented.

08-69. *MSU Policies and Procedures Manual* Changes – approved changes, deletions and new policies as presented:

- A. Policy 2.338 – University Assessment Committee
- B. Policy 2.338 – NEW American Democracy Project Committee
- C. Policy 3.127 – Faculty Workload Policy and Policy 3.145 DELETE  
Telecommunications-Based Courses
- D. Policy 3.348 – Employment of Foreign Nationals
- E. Policy 3.340 – Employee Background Checks
- F. NEW POLICY – 4.XXX – Records Management Policy

Mr. Cannedy asked if there were items any member wanted to remove from the Consent Agenda. There being none, Mr. Lalani moved approval of the Consent Agenda. Ms. Farris seconded the motion and it was approved unanimously.

#### **Student Services Committee Report**

Ms. Gough noted the items presented at the Student Services Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Student Services Committee Meeting held February 14, 2008.

#### Item Presented for Committee Approval Only

08-70. Committee Minutes, 11/1/07 – approved by Committee as presented.

#### Item Presented for Information Only

08-71. Student Government Report

#### Student Services Committee Consent Agenda

The following items were approved by the Student Services Committee and placed on the Consent Agenda for consideration by the board.

08-72. Housing Rates -- approved housing rates for fall 2008, spring 2009, and summer 2009 as presented.

08-73. Food Service Rates – approved food service rates for summer 2008, fall 2008, and spring 2009 as presented.

Mr. Cannedy asked if there were items any member wanted to remove from the Consent Agenda. There being none, Mr. Gustafson moved approval of the Consent Agenda. Mr. Lalani seconded the motion and it was approved unanimously.

### **University Development Committee Report**

Mr. Gustafson noted the items presented at the University Development Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the University Development Committee Meeting held February 14, 2008.

#### Item Presented for Committee Approval Only

08-74. Committee Minutes, 11/1/07 – approved by Committee as presented.

#### Item Presented for Information Only

08-75. Summary of Gifts, Grants, and Pledges 9/1/07 – 1/18/08

#### University Development Committee Consent Agenda

The following items were approved by the University Development Committee and placed on the Consent Agenda for consideration by the board.

08-76. Naming of University Facility – authorized the naming of the health center wing of the new recreation center the Vinson Health Center in recognition of a donation from Robert E. and Joan B. Vinson, Ann Vinson, and Robert E. Miller.

Mr. Cannedy asked if anyone wanted to remove this item from the Consent Agenda. There being no response, Dr. Gunn moved approval of the Consent Agenda. Ms. Farris seconded the motion and it was approved unanimously.

### **Athletics Committee Report**

No report was necessary as the meeting was held earlier in the day and all of the items were presented for committee approval or information only.

### **Other Business**

#### Executive Session

Mr. Cannedy announced that the Board of Regents would go into closed session as allowed by the Texas Government Code Chapter 551, Section 551.074, Personnel Matters, to consider Item 08-83. The closed session was properly announced at 10:07 a.m. Board members and Ms. Barrow remained for the discussion. Dr. Rogers joined the meeting at 10:41 a.m.

#### Open Meeting Resumes

The closed session ended at 11:10 a.m. with an announcement by Mr. Cannedy that no action was taken during Executive Session. The open meeting immediately resumed.

#### University President's Annual Performance and Compensation Review and Contract

08-83. Mr. Cannedy noted that the special Presidential Performance and Compensation Review Committee appointed at the November Board meeting reviewed the President's performance and was asked to make a recommendation concerning the university president's contract in accordance with Section 2.31 of the *MSU Policies and Procedures Manual*. He noted that during the Executive Session each member of the board evaluated and discussed with Dr. Rogers his performance.

Mr. Lalani stated that the committee and board indicated that they were pleased with Dr. Rogers' performance. He added that if there was a report card, Dr. Rogers would receive a grade of Excellent. Mr. Lalani then recommended that Dr. Jesse Rogers be offered a new contract as President of Midwestern State University for a three-year period beginning September 1, 2008. He further recommended that Section VI of Dr. Jesse Rogers' contract be modified to provide his spouse an additional sixty days, if needed, to vacate Sikes House should Dr. Rogers pass away or become disabled while employed as president. He finally recommended that in lieu of salary increases during the next three years, the Board of Regents authorize the chairperson to work with the chair of the Finance and Audit Committee to develop an appropriate deferred compensation package to recognize Dr. Rogers for his outstanding work. Ms. Haywood seconded the motion. Mr. Cannedy noted that Dr. Rogers had one year left on his current contract but with this action the contract would extend for three years beginning September 1, 2008. There being no further discussion, the motion was unanimously approved.

Dr. Rogers expressed appreciation to the Board for their continued confidence and support. He added that he has a wonderful group of people around him.

#### President's Report and Discussion

08-84. Dr. Rogers presented information to the board concerning various university matters.

A. Construction Update – Dr. Rogers presented information concerning the following ongoing projects:

1. Student Health and Wellness Center – he noted that he agreed with Dominique Calhoun's comment at the committee meetings indicating everyone was pleased to see "vertical progress" on the project. He noted that foundation concrete pours are complete and the contractor is erecting steel and concrete block walls on the gym. The foundation for the Health Center is in progress. The current contract completion date is November 15, 2008.
2. Fowler Hall – the contractor is currently on schedule. The roof penetration for the lab atrium is complete and steel erection should begin in the next few weeks. Interior demolition, plumbing installation, and concrete slab work is in progress. The building should be operational in the fall.
3. Instrumental Music Hall - the architect is in the design phase and the first round of estimates for the project has been completed. Ralph Perkins believes the project could bid as early as this summer.
4. Louis J. Rodriguez Drive – concrete and brick work in the medians has begun and work will be complete soon.

B. State Funding Update – Dr. Rogers reported that the Commissioner of the Texas Higher Education Coordinating Board (THECB) has received the Formula Advisory Committee's recommendations. The recommendations include putting \$478 million new dollars into higher education for the next biennium. Dr. Rogers stated that while the future is still uncertain, additional funding is necessary for higher education



institutions. He noted that incentive funding plans are still being discussed and hopefully Midwestern State University will get its fair share of incentive dollars set aside for higher education.

- C. Intercollegiate Athletic Fee – Dr. Rogers indicated he was pleased with the student support for an Intercollegiate Athletic Fee. He stated that MSU is the last school in the Lone Star Conference to have such a fee. He noted that the Board of Regents would be asked to approve the fee later in the year and that it would then be presented to the Texas Legislature for approval.
- D. Student Regent – Dr. Rogers asked Ms. Barrow to explain changes have been made in the procedures dealing with student regents. Ms. Barrow reported that the university has had a Student Regent since 2006 and Jason York was appointed in February 2007. During the 2007 legislative session, the timetable for Student Regent appointments was modified. Jason's term was extended through May 31, 2008 and a new student regent will be appointed effective June 1, 2008 to serve through May 31, 2009. This year, Student Government received five applications for the position. Dr. Rogers reviewed the application and recommended two to the Governor.
- E. American Democracy Project – Dr. Rogers asked Dr. Wiedemann to report on the American Democracy Project (ADP) on the MSU campus. He noted that the ADP came out of the American Association of State Colleges and Universities (AASCU). Dr. Wiedemann stated that the project targets undergraduates enrolled at institutions of higher education that are members of AASCU. She added that the project grew out of a concern about decreasing rates of participation in America in voting, in advocacy, in local grassroots associations, and in other forms of civic engagement. The first goal of the ADP is to increase the number of undergraduate students who understand and are committed to engaging in meaningful civic actions by asking participating institutions to review and restructure academic programs and processes, extracurricular programs and activities, and the institutional culture. The second goal is to focus the attention of policy makers and opinion leaders on the civic value of the college experience. The project seeks to create a national conversation among many campuses about the theory and practice of civic engagement; to develop institutional commitment by involving senior administrators, faculty, staff, and students by addressing core institutional mission and purpose and by focusing on civic engagement as a learning outcome for undergraduates; to initiate new projects, courses, and teaching strategies, extracurricular and other programs to increase civic engagement supported by the national project office; to measure the civic engagement outcomes of undergraduates on participating campuses and assess the impact of this project in contributing to greater civic engagement outcomes; and to disseminate the models that result to a wide audience of higher education institutions, individuals, and policy makers. Dr. Wiedemann reported that there are five initiatives of ADP as shown in Attachment 1.

Midwestern State University's ADP has been led by Dr. Millie Gore, Professor of Education. A standing committee is now in place and activities are scheduled on campus. Dr. Wiedemann noted that ADP activities are now included among the service activities to be recognized in faculty annual reviews and in promotion and tenure considerations. She added that the Student Government Association is working

with ADP on recycling and other environment issues related to the campus. She noted that in March the ADP would co-sponsor the first Faculty Service Learning Workshop, along with the Teacher Learning Resource Center, which is led by Dr. Emerson Capps.

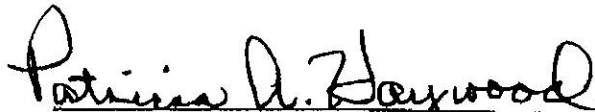
Dr. Wiedemann reported that the university is getting involved and the program will continue to grow.

Adjournment

There being no further business, the meeting was adjourned at 11:45 a.m. The next regularly scheduled meetings of the Board of Regents will be Thursday and Friday, May 8 and 9, 2008.

  
Patricia A. Haywood, Secretary

I, Patricia A. Haywood, 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 February 15, 2008.

  
Patricia A. Haywood, Secretary

ATTACHMENT:

1. American Democracy Project Information



# Democracy

We have forgotten  
that it has to be enacted anew  
in every generation.

—John Dewey

**American Democracy Project**

American Association of State Colleges and Universities

## DEWEY'S POINT IS OBVIOUS

Democracy doesn't just happen. It requires education, cultivation and a commitment to engagement. That's why the American Association of State Colleges and Universities (AASCU), partnering with *The New York Times*, initiated the American Democracy Project (ADP).

The goal of the multi-campus initiative is to develop informed university graduates who are committed to lives of engagement as citizens in a democracy.

ADP helps more than 200 AASCU member colleges and universities and their more than 1.6 million students find ways to create an intellectual and experiential understanding of civic engagement in the United States. AASCU,

*The New York Times* and other organizations, designed this non-partisan project to develop graduates educated with the knowledge, skills, and motivation to become involved

and stay involved in lifelong citizenship. The initiative grew out of a concern for the continuing vitality of the nation's democracy.

For democracy to succeed, Americans must be engaged as citizens, become critical thinkers who know the conceptual and historical basis of government, understand contemporary issues and events, and participate in political and civic activities. Individuals who are 18–25 years of age, are less trusting of the political system, less informed and vote less frequently.



## WHY, WHAT'S THE NEED?

The need for informed, engaged citizens has never been greater. The global problems we confront are more ominous: pandemics, global warming, and terrorism. The national issues we confront are more insistent, such as political polarization, capitalism versus democracy, health care, and a growing divide between rich and poor.

Adults, age 18–25, are the least prepared to become citizen problem-solvers. In K–12 schools, students take fewer civics courses than they did in the 1960s. National studies have found that only a quarter of the K–12 school age population is civically proficient. By the time this

generation goes to college they are distrustful, less informed and vote in lower numbers.

Colleges and universities have a responsibility to prepare students to be engaged citizens. The American Democracy Project provides support to help colleges and universities prepare the next generation of citizens.

"We have moved from discovering the myriad of civic engagement activities already in place, to celebrating those aspects of an Illinois State University education, to facilitating the creation of even more such activities. Along the way, we moved a concern with civic engagement into our strategic plan and our mission statement. And now, by connecting ADP activities with our study and revision of the First Year Experience and with five of our general education courses, we are creating a developmental sweep of civic engagement activities in the curriculum. ADP is helping us to ensure that civic engagement and a civic conscience are hallmarks of an ISU graduate."

—John Presley, vice president and provost, Illinois State University

American Democracy Project \* 3

## PREPARING CITIZENS

By Delivering America's Promise, institutions participating in ADP ensure an institutional intention to educate good citizens. The institutional intention occurs through supportive leadership that frames a campus-wide culture to perpetuate civic engagement.

Through administrative policies, courses and extra curricular activities, the campus culture supports the development of informed university graduates who are committed to lives of engagement as citizens.

Civic engagement is growing as presidents and chancellors incorporate civic engagement language in their mission and institutional statements.

AASCU holds national and regional meetings to explore civic engagement strategies and approaches to integrating the American Democracy Project campus-wide.

Institutions are changing university curricula to include civic engagement elements in classes and in service learning. Colleges and universities are creating new degrees and minors in civic leadership, courses involving local voter registration and education campaigns to encourage greater community participation.

Outside of classes, student government, student newspapers, student organizations and resident life provide an opportunity for students to become civically involved during their university years and broaden their understanding of how they can extend that involvement after graduation.



## THE NATIONAL PROJECT

Since the fall of 2003, participating state colleges and universities, with cooperating organizations, have conducted multiple campus discussions and meetings involving more than 1,200 administrators, faculty and students to plan activities that integrate the values of civic engagement into all levels of campus life.

*Democracy and Civic Engagement: A Guide for Higher Education* was developed by AASCU at the 2005 Wingspread Conference on Civic Engagement, to aid campuses in integrating the values of civic engagement.

As part of the national work of ADP, AASCU has implemented a Civic Engagement in Action Series to provide students with opportunities to address

problems, resolve conflicts and become involved in substantive citizenship issues by examining and exploring critical issues and actions of government agencies, advocacy organizations and citizens.

### ACTION SERIES INITIATIVES

- **Common Ground: The Stewardship of Public Lands**—AASCU, with help from the Yellowstone Association, has examined the controversies surrounding the public lands of the West's reintroduction of wolves into Yellowstone National Park and the greater Yellowstone ecosystem. It provides students an understanding of the complex array of government agencies and private organizations

that are involved, and the various processes that have been used to find pathways through competing interests.

- **Participatory Citizenship: American Democracy and the Jury System**—AASCU and the National Center for State Courts are providing opportunities for students to support the services of the court system so that they understand that jury service is an essential feature of democracy and is a unique expression of citizenship.
- **Electoral Voice: Organizing for Voting**—By identifying the best practices and most effective strategies for encouraging voter registration and participation, AASCU has produced a new resource, *Electoral Voices: A Best Practices Guide for Engaging College Students in Elections*. The resource will help campuses prepare for future elections and increase voter turnout.
- **Democratic Participation: Political Engagement Project**—Working with Tom Ehrlich, senior scholar at the Carnegie Foundation for the Advancement of Teaching, AASCU member colleges and universities are implementing a number of successful pedagogies and other strategies developed by the Carnegie Foundation for encouraging democratic participation.



# American Democracy Project (ADP)

The American Democracy Project (ADP) focuses on the role of higher education in preparing the next generation for lives of civic engagement. Public universities must have public purposes, and there can be no greater public purpose than to prepare students to be engaged participants in our democracy. In partnership with the *New York Times*, 228 AASCU colleges and universities are now participating in ADP, representing nearly 1.7 million students. ADP campuses are developing strategies and programs in the curriculum, co-curriculum, and the culture of campuses to better prepare undergraduates as informed, engaged citizens.

*"The American Democracy Project, with its unique focus on higher education institutions as stewards of place' and educating students who will be civic leaders in local communities, has taken the leading role in the new stage of the higher education movement to become agents and architects of democratic society."* Harry Boyte, Senior Fellow, Humphrey Center for Deliberative Democracy, University of Minnesota

## Accomplishments of the first five years:

5 national meetings with 1,500+ participants, 11 regional meetings with 500+ participants, Wingspread conference with 40 participants, National Survey of Student Engagement (NSSE) questionnaire with 32 institutions, 13,000 students, IUPUI meeting on Civic Engagement with 105 participants, "Inside the Times" NY Times Meeting with 270 student newspaper editors, 3 monographs, and the Civic Engagement in Action Series. In a recent Google search, 24,000 ADP entries reflect the amount of campus activity.

**How to Join:** Send an email from the president or chancellor to George Mehaffy (mehaffyg@aascu.org). Participation is free to AASCU members. There are no required activities; campuses undertake projects that serve their interests.

## Civic Engagement in Action Series

Initiative	Focus	Participants	Partner
Political Engagement Project (PEP)	Incorporating the pedagogy of political engagement widely across all ADP campuses.	8 campuses	Carnegie Foundation for the Advancement of Teaching
7 Revolutions	Exploring how the 7 Revolutions (which examine global trends) can be translated into programs to prepare globally competent citizens.	9 campuses	Center for Strategic and International Studies (CSIS)
Stewardship of Public Lands	Examining how political controversies at Yellowstone National Park can be translated into programs of conflict resolution for students.	75 faculty members from various campuses (cumulative)	Yellowstone Association
Deliberative Polling @	Creating opportunities for student deliberation and dialogue by conducting Deliberative Polls.	16 campuses	Center for Deliberative Democracy, Stanford University
Civic Field Project	Developing programs and strategies to increase the civic and political skills of undergraduates.	10 campuses, yet to be identified	Humphrey Center for Democracy and Citizenship (CDC), University of Minnesota

For more information about the ADP, please contact:  
Cecilia Orphan \* 202-478-7833 \* orphanc@aascu.org  
[www.aascu.org/programs/adp](http://www.aascu.org/programs/adp)

American Democracy Project



**MINUTES**  
**MIDWESTERN STATE UNIVERSITY**  
**BOARD OF REGENTS**  
**April 7, 2008**

The Board of Regents, Midwestern State University, met in special session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 10:00 a.m., Monday, April 7, 2008. Board members in attendance at the university were Mr. Mac Cannedy, Jr., Chairperson; Mr. Munir Lalani, Vice Chairperson; Ms. Pat Haywood, Secretary; Ms. Charlye Farris, and Student Regent Mr. Jason York. Board members attending the meeting via teleconference connection were Dr. Carol Gunn, Mr. Don Ross Malone, and Mr. Ben Wible.

Administrative staff members present included Dr. Jesse W. Rogers, President; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Robert Clark, Vice President for Institutional Effectiveness and Enrollment Management; and Dr. Emerson Capps, Associate Provost and Dean of Graduate Studies. Other university personnel attending the meeting were: Dr. Robert Redmon, Chairman of the Faculty Senate; Mr. David Spencer, Internal Auditor; Mr. Charlie Carr, Director of Athletics; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the Student Government Association was Mr. Dominique Calhoun, SGA President. Representing the news media was Ms. Ann Arnold, reporter for KFDX-TV 6, Ms. Marissa Millender, reporter for *The Wichitan*, and Ms. Sara DiMura, KAUZ-TV 3.

Chairperson Cannedy called the meeting to order at 10:05 a.m. Ms. Ashlock introduced the visitors.

Public Comment

Mr. Cannedy stated that in accordance with the Board of Regents By-Laws, MSU Policy 2.22, members of the public were invited to address the Midwestern State University Board of Regents through written and oral testimony. Mr. Cannedy noted that no one had come forward to speak on the issues before the Board.

Resolutions –Bond Sales

08-85. Mr. Cannedy presented two resolutions regarding bond sale funding in an amount not to exceed \$40,000,000 as shown in the agenda document. Mr. Cannedy explained that the resolutions were as follows: A Resolution Authorizing a Request for Financing and the Execution and Delivery of Documents Required to Effect Such Financing and A Resolution Declaring Expectation to Reimburse Expenditures with Proceeds of Future Debt (see Attachment 1). Mr. Cannedy asked Mr. Sandoval to delineate the projects that are included in the \$40 million. Mr. Sandoval reported that the following projects are included the new housing project (\$22 million), refinancing/purchase of Sunwatcher Village (\$16.2 million), Ligon Coliseum project (\$800,000), and Instrumental Music Hall project (\$1 million). Mr. Cannedy noted that while the Board had previously approved these construction projects, these specific resolutions were required to facilitate the selling of bonds to finance these projects. Mr. Cannedy noted that this action could not be delayed until the May Board meeting without delaying the project by up to two months.

Mr. Lalani moved approval of the first resolution as presented. Ms. Farris seconded the motion and it was approved.

Mr. Cannedy asked Mr. Sandoval to explain the second resolution regarding reimbursed expenditures. Mr. Sandoval stated that this would allow the university to recoup funds expended for the project prior to the sale of the bonds. He estimated that the university would not incur more than \$2.5 million in reimbursable funds.

Ms. Haywood moved approval of the second resolution as presented. Mr. Lalani seconded the motion and it was approved.

**Instrumental Music Hall and Ligon Coliseum Projects**

08-86. Mr. Cannedy noted that at the February Board meeting, plans for funding these two projects were approved and included the sale of HEAF bonds and interest earnings. Following further review, it was determined that another source of funds should be utilized rather than HEAF bonds, and the amount of anticipated interest earnings was less than previously thought. The administration recommended approval of the following funding plans:

**Instrumental Music Hall Project**

\$1,000,000	Revenue Finance System Bonds/Unrestricted Current Funds
<u>500,000</u>	Gift from Fain Foundation
\$1,500,000	

**Ligon Coliseum Renovation Project**

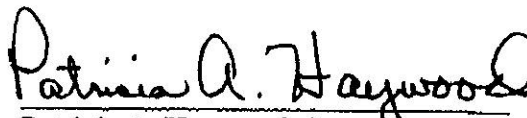
\$7,700,000	Tuition Revenue Bonds
200,000	Anticipated Interest Earnings
950,000	Revenue Finance System Bonds/Unrestricted Current Funds
<u>518,000</u>	Private Gifts
\$9,368,000	

Ms. Barrow noted that the budget approved in February included \$1 million from HEAF bonds. The administration recommends changing the funding source to Revenue Finance System Bonds and Unrestricted Current Funds. She added that the Ligon project was originally approved with \$300,000 coming from interest earnings and \$850,000 in HEAF bonds. Since interest earnings have gone down, the budget now shows \$200,000 in interest and \$950,000 to be bonded. Mr. Cannedy stated that the total cost of the projects remains the same and the sources of funds have been slightly modified.

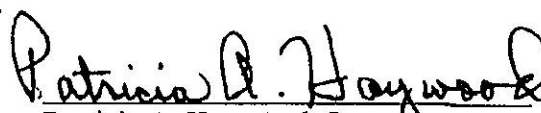
Mr. Lalani moved approval of this item as presented. Ms. Haywood seconded the motion and it was approved.

**Adjournment**

There being no further business, the meeting adjourned at 10:14 a.m. The next regularly scheduled meetings of the Board of Regents will be held May 8 and 9, 2008.

  
Patricia A. Haywood, Secretary

I, Patricia A. Haywood, 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 April 7, 2008.

  
Patricia A. Haywood, Secretary

**ATTACHMENT:**

1. Bond Sale Resolutions

**A RESOLUTION  
AUTHORIZING A REQUEST FOR FINANCING  
AND THE EXECUTION AND DELIVERY OF DOCUMENTS  
REQUIRED TO EFFECT SUCH FINANCING**

**Whereas**, the Texas Public Finance Authority (the "Authority") is authorized to issue revenue bonds to finance the cost of certain projects for the use and benefit of Midwestern State University ("University") pursuant to Texas Govt. Code, chapter 1232, and Texas Education Code, chapter 55, particularly section 55.13, (collectively, the "Authorizing Law").

**Whereas**, the University desires and intends to request the Authority to finance the cost of the projects as permitted by the Authorizing Law; and

**Whereas**, the University recognizes that in order to finance the cost of the projects, the Authority may issue short term obligations, bonds, either or both ("Bonds"), in an aggregate principal amount sufficient to finance project costs in the estimated amount of \$40,000,000 plus the costs of issuance and related administrative costs, if any, which will be determined by the Authority at the time of issuance; and

**Whereas**, the form of a Request for Financing, dated as of April 7, 2008, (the "Request for Financing"), from the University to the Authority, which includes a detailed description of the projects to be financed for the University ("Projects" herein) and a proposed expenditure schedule, is presently before the Board of Regents of the University (the "Board");

**NOW THEREFORE BE IT RESOLVED** by the Board that:

Section 1. The purpose of the financing is to provide funds sufficient to complete the Projects, and the financing thereof is appropriate at this time. Accordingly, the execution and delivery of the Request for Financing to the Authority pursuant to the Authorizing Law is hereby ratified, approved, and confirmed.

Section 2. The President of the University or his designee is hereby authorized, empowered and directed to:

- a. sign and deliver a Request for Financing to the Authority;
- b. sign and deliver or cause to be delivered any and all documents necessary or desirable to effect the financing and provide the projects, including but not limited to the financing documents required by the Authority's rules;
- c. cooperate with the Authority and its consultants to prepare an Official Statement in connection with the sale of the Bonds; and
- d. take such other actions as are necessary and appropriate in connection with the issuance, sale, and delivery of the Bonds.

Section 3. All actions not inconsistent with provisions of this Resolution heretofore taken by the University, its officers, employees, agents, or consultants, directed toward the



financing of the Projects and the issuance of the Bonds, is hereby ratified, approved, and confirmed.

Section 4. This Resolution was adopted at a meeting open to the public, and public notice of the time, place, and purpose of said meeting was given, all as required by Ch. 551, Texas Government Code.

Adopted by a vote of 7 yeas and 0 nays, on this 7th day of April, 2008.

Attested:

Mac W. Cannedy, Jr.

Mac W. Cannedy, Jr.

Chairperson

Board of Regents

Midwestern State University

Patricia A. Haywood

Patricia A. Haywood

Secretary

Board of Regents

Midwestern State University

**RESOLUTION DECLARING EXPECTATION  
TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF FUTURE DEBT**

Whereas, Midwestern State University ("University") intends to make capital expenditures of approximately \$23,000,000 to construct, renovate, equip, and furnish facilities, which are to be funded in part with proceeds of bonds to be issued by the Texas Public Finance Authority (the "Authority") as authorized by Texas Government Code, Chapter 1232; and

Whereas, the University intends to expend an amount not to exceed \$2,500,000 (the "Expenditure") for Project costs and currently desires and intends the Expenditure to be reimbursed from proceeds of bonds to be issued by the Authority for the projects; and

Whereas, the University and the Authority desire to preserve the ability to reimburse the Expenditure with proceeds of tax-exempt bonds issued by the Authority;

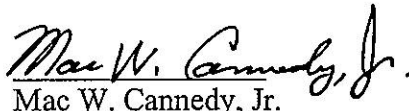
**NOW THEREFORE THE AGENCY HEREBY RESOLVES** that it reasonably expects and intends to reimburse the Expenditure with the proceeds of tax-exempt bonds to be issued hereafter by the Authority, and this Resolution shall constitute a declaration of official intent under applicable federal tax regulations.

Be It Further Resolved that a copy of this resolution be included in the minutes of the April 7, 2008, meeting of the Board.

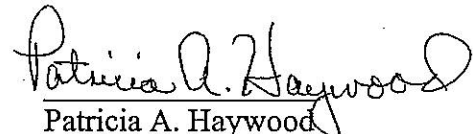
This Resolution will be made available for public inspection at the office of the Authority 300 W. 15<sup>th</sup> Street, Suite 411, Austin, Texas and at the main office of the University at 3410 Taft Boulevard, Wichita Falls, Texas.

Adopted by a vote of 7 yeas and 0 nays, on this 7<sup>th</sup> day of April, 2008.

Attested:

  
Mac W. Cannedy, Jr.

Chairperson  
Board of Regents  
Midwestern State University

  
Patricia A. Haywood

Secretary  
Board of Regents  
Midwestern State University

