

# Midwestern State University Board of Regents Meetings



November 13 and 14, 2008

President's Office  
Permanent Copy

**Midwestern State University**

**Board of Regents Meetings**

**Hardin Administration Building Board Room**

**Schedule**

Thursday, November 13, 2008

1:30 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

Friday, November 14, 2008

9:00 a.m.     Board of Regents Meeting



**MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

Munir A. Lalani, Chairman  
Carol Carlson Gunn, Ph.D., Vice Chair  
Stephen A. Gustafson, Secretary  
Charles E. Engelman  
Charlye O. Farris  
F. Lynwood Givens, Ph.D.  
Shawn G. Hessing  
Jane W. Spears  
Ben F. Wible  
Haley Lain, Student Regent

## Midwestern State University Administration

Dr. Jesse W. Rogers, President

Ms. Debbie Barrow, Director, Board and Government Relations

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. 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. Patti Hamilton, Dean, Graduate Studies

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

Ms. Julie Carter, 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. Barbara Merkle, Director, Admissions

Ms. Kathy Pennartz, Director, Student Financial Aid

Dr. C. Dan Stoicescu, Director, Institutional Research, Planning, and Assessment

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

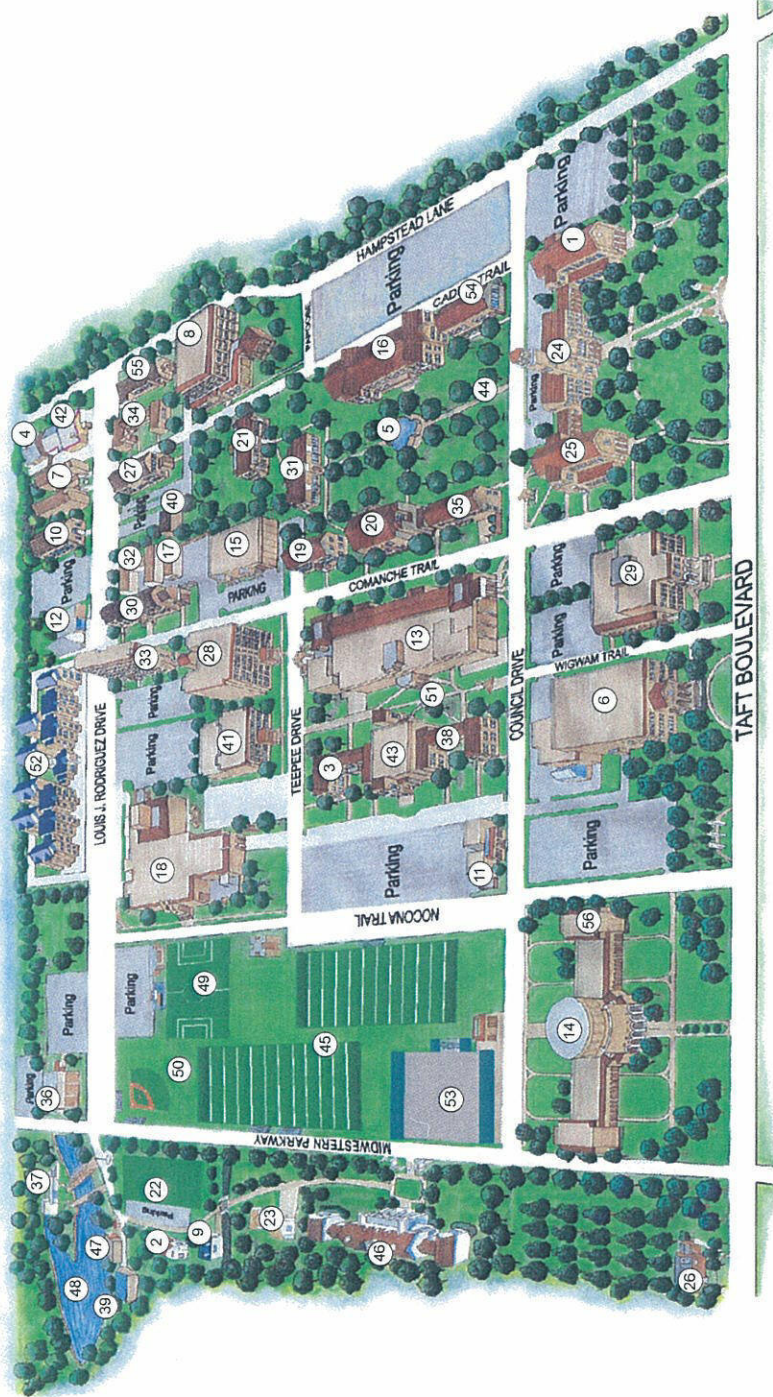
Mr. Larry Wiggins, Head Tennis Coach

Ms. Ann Medford, Chair, MSU Faculty Senate

Mr. Chris Gore, Chair, MSU Staff Senate

Mr. Ian Van Reenen, President, MSU Student Government Association

# MIDWESTERN STATE UNIVERSITY




## Area Code (940) • Prefix (397)

1	Akin Auditorium (Hardin North) (AA)	4121	8	Bridwell Hall (BH)	4121	14	Coliseum, D. L. Ligon (CO)	4644	20	Ferguson Hall (FE)	4248	36	Mercantile Building (MR)	4555	38	O'Donohue Hall (OD)	4248	40	Paint Shop (PS)	4264	42	Police Department, University (PD)	4239	44	Quadrangle (Q)	4267	46	Sikes House (president's home) (SH)	4243	48	Sikes Lake and Jogging Track (SL)	4394	50	Softball Field (SF)	4704	52	Sunwatcher Plaza (SU)	6781	54	University Press (UP)	4756	56	Wellness Center (WC)	4838
2	Alumni Center (AL)	4121	9	College of Health Sciences and Human Services	4597	15	Dillard College of Business	4228	51	Sunwatcher Village (residence living) (SV)	6781	37	McClough-Trigg Hall (residence hall) (MT)	7930	41	Pierce Hall (residence hall) (PH)	7510	43	Prothro-Yeager College of Humanities and Social Sciences	4030	45	Recreational Sports Fields (RS)	4243	47	Sikes House (president's home) (SH)	4243	49	Soccer Field (SF)	4394	53	Tennis Courts (TC)	4755	55	Vinson Health Center (VH)	4235	57	Wellness Center (WC)	4838						
3	Bea Wood Hall (BW)	4400	10	Dental Hygiene	4737	16	Dillard College of Business Administration Building (DB)	4228	52	Sunwatcher Plaza (SU)	6781	38	McClough Hall (MC)	4286	42	Police Department, University (PD)	4239	44	Quadrangle (Q)	4267	46	Sikes House (president's home) (SH)	4243	48	Sikes Lake and Jogging Track (SL)	4394	50	Softball Field (SF)	4704	54	University Press (UP)	4756	56	Wellness Center (WC)	4838	58	Wellness Center (WC)	4838						
4	Biology House (residence house) (BH)	4121	11	English	4300	17	Engineering Laboratories (EL)	4232	53	Tennis Courts (TC)	4755	39	McClough Hall (MC)	4286	43	Prothro-Yeager College of Humanities and Social Sciences	4030	45	Recreational Sports Fields (RS)	4243	47	Sikes House (president's home) (SH)	4243	49	Soccer Field (SF)	4394	51	Sunwatcher Plaza (SU)	6781	55	Vinson Health Center (VH)	4235	57	Wellness Center (WC)	4838	59	Wellness Center (WC)	4838						
5	Bolin Fountain (BF)	4121	12	International Education (Studies Abroad)	4145	18	Fain Fine Arts Center (FA)	4775	54	University Press (UP)	4756	40	Paint Shop (PS)	4264	44	Quadrangle (Q)	4267	46	Sikes House (president's home) (SH)	4243	48	Sikes Lake and Jogging Track (SL)	4394	50	Softball Field (SF)	4704	52	Sunwatcher Plaza (SU)	6781	56	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838						
6	Bolin Hall (BO)	4121	13	Clark Student Center (CS)	4241	19	Fain Hall (residence hall) (FH)	4775	55	Vinson Health Center (VH)	4235	41	Pierce Hall (residence hall) (PH)	7510	45	Recreational Sports Fields (RS)	4243	49	Soccer Field (SF)	4394	51	Sunwatcher Plaza (SU)	6781	53	Tennis Courts (TC)	4755	57	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838						
7	Browell Courts (residence living) (BC)	4251	14	College of Health Sciences and Human Services	4597	20	Ferguson Hall (FE)	4248	56	Wellness Center (WC)	4838	42	Police Department, University (PD)	4239	46	Sikes House (president's home) (SH)	4243	50	Softball Field (SF)	4704	52	Sunwatcher Plaza (SU)	6781	54	University Press (UP)	4756	58	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838						
8	Browell Hall (BH)	4121	15	Dillard College of Business	4228	21	Gordon T. and Ellen West College of Education	4752	57	Wellness Center (WC)	4838	43	Prothro-Yeager College of Humanities and Social Sciences	4030	47	Sikes House (president's home) (SH)	4243	51	Sunwatcher Plaza (SU)	6781	53	Tennis Courts (TC)	4755	55	Vinson Health Center (VH)	4235	59	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838						
9	Carriage House (CH)	4217	16	Dillard College of Business Administration Building (DB)	4228	22	Free Play Fields (FP)	4867	58	Wellness Center (WC)	4838	44	Quadrangle (Q)	4267	48	Sikes Lake and Jogging Track (SL)	4394	52	Sunwatcher Plaza (SU)	6781	54	University Press (UP)	4756	56	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838						
10	Central Plant (CP)	4121	17	Engineering Laboratories (EL)	4232	23	Guest House	4867	59	Wellness Center (WC)	4838	45	Recreational Sports Fields (RS)	4243	49	Soccer Field (SF)	4394	53	Tennis Courts (TC)	4755	55	Vinson Health Center (VH)	4235	57	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838						
11	Clark Student Center (CS)	4241	18	Fain Fine Arts Center (FA)	4775	24	Hardin Administration Building (HA)	4867	60	Wellness Center (WC)	4838	46	Sikes House (president's home) (SH)	4243	50	Softball Field (SF)	4704	54	University Press (UP)	4756	56	Wellness Center (WC)	4838	58	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838						
12	Church of Christ Student Center (CC)	4202	19	Fain Hall (residence hall) (FH)	4775	25	Hardin South (HS)	4324	61	Wellness Center (WC)	4838	47	Sikes House (president's home) (SH)	4243	51	Sunwatcher Plaza (SU)	6781	55	Vinson Health Center (VH)	4235	57	Wellness Center (WC)	4838	59	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838						
13	Clark Student Center (CS)	4241	20	Ferguson Hall (FE)	4248	26	Honors House (residence house) (HH)	4583	62	Wellness Center (WC)	4838	48	Sikes Lake and Jogging Track (SL)	4394	52	Sunwatcher Plaza (SU)	6781	56	Wellness Center (WC)	4838	58	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838						
14	Coliseum, D. L. Ligon (CO)	4644	21	Gordon T. and Ellen West College of Education	4752	27	Instrumental Music Hall (band hall) (IM)	7200	63	Wellness Center (WC)	4838	49	Soccer Field (SF)	4394	53	Tennis Courts (TC)	4755	57	Wellness Center (WC)	4838	59	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838						
15	Dillard College of Business	4228	22	Free Play Fields (FP)	4867	28	Killingsworth Hall (residence hall) (KH)	4204	64	Wellness Center (WC)	4838	50	Softball Field (SF)	4704	54	University Press (UP)	4756	58	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838						
16	Dillard College of Business Administration Building (DB)	4228	23	Guest House	4867	29	Library (Moffett) (LJ)	4204	65	Wellness Center (WC)	4838	51	Sunwatcher Plaza (SU)	6781	55	Vinson Health Center (VH)	4235	59	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838						
17	Engineering Laboratories (EL)	4232	24	Hardin Administration Building (HA)	4867	30	Marchman Hall (MH)	4534	66	Wellness Center (WC)	4838	52	Sunwatcher Plaza (SU)	6781	56	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838						
18	Fain Fine Arts Center (FA)	4775	25	Hardin South (HS)	4324	31	Martin Hall (MA-Temporarily Closed)	7750	67	Wellness Center (WC)	4838	53	Tennis Courts (TC)	4755	57	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838						
19	Fain Hall (residence hall) (FH)	4775	26	Honors House (residence house) (HH)	4583	32	McClough Hall (MC)	4286	68	Wellness Center (WC)	4838	54	University Press (UP)	4756	58	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838						
20	Ferguson Hall (FE)	4248	27	Instrumental Music Hall (band hall) (IM)	7200	33	McClough-Trigg Hall (residence hall) (MT)	7930	69	Wellness Center (WC)	4838	55	Vinson Health Center (VH)	4235	59	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838						
21	Gordon T. and Ellen West College of Education	4752	28	Killingsworth Hall (residence hall) (KH)	4204	34	McClough Hall (MC)	4286	70	Wellness Center (WC)	4838	56	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838	80	Wellness Center (WC)	4838						
22	Free Play Fields (FP)	4867	29	Library (Moffett) (LJ)	4204	35	Memorial Building (MM)	4278	71	Wellness Center (WC)	4838	57	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838	81	Wellness Center (WC)	4838						
23	Guest House	4867	30	Marchman Hall (MH)	4534	36	Mercantile Building (MR)	4555	72	Wellness Center (WC)	4838	58	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838	80	Wellness Center (WC)	4838	82	Wellness Center (WC)	4838						
24	Hardin Administration Building (HA)	4867	31	Martin Hall (MA-Temporarily Closed)	7750	37	Museum, WF Museum of Art at MSU (MS)	4609	73	Wellness Center (WC)	4838	59	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838	81	Wellness Center (WC)	4838	83	Wellness Center (WC)	4838						
25	Hardin South (HS)	4324	32	McClough Hall (MC)	4286	38	O'Donohue Hall (OD)	4248	74	Wellness Center (WC)	4838	60	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	80	Wellness Center (WC)	4838	82	Wellness Center (WC)	4838	84	Wellness Center (WC)	4838						
26	Honors House (residence house) (HH)	4583	33	McClough-Trigg Hall (residence hall) (MT)	7930	39	Outdoor Recreation Center (OR)	4264	75	Wellness Center (WC)	4838	61	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	81	Wellness Center (WC)	4838	83	Wellness Center (WC)	4838	85	Wellness Center (WC)	4838						
27	Instrumental Music Hall (band hall) (IM)	7200	40	Paint Shop (PS)	4264	40	Paint Shop (PS)	4264	76	Wellness Center (WC)	4838	62	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838	82	Wellness Center (WC)	4838	84	Wellness Center (WC)	4838	86	Wellness Center (WC)	4838						
28	Killingsworth Hall (residence hall) (KH)	4204	41	Pierce Hall (residence hall) (PH)	7510	41	Pierce Hall (residence hall) (PH)	7510	77	Wellness Center (WC)	4838	63	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838	83	Wellness Center (WC)	4838	85	Wellness Center (WC)	4838	87	Wellness Center (WC)	4838						
29	Library (Moffett) (LJ)	4204	42	Police Department, University (PD)	4239	42	Police Department, University (PD)	4239	78	Wellness Center (WC)	4838	64	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	80	Wellness Center (WC)	4838	84	Wellness Center (WC)	4838	86	Wellness Center (WC)	4838	88	Wellness Center (WC)	4838						
30	Marchman Hall (MH)	4534	43	Prothro-Yeager Hall (PY)	4030	43	Prothro-Yeager Hall (PY)	4030	79	Wellness Center (WC)	4838	65	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	81	Wellness Center (WC)	4838	85	Wellness Center (WC)	4838	87	Wellness Center (WC)	4838	89	Wellness Center (WC)	4838						
31	Martin Hall (MA-Temporarily Closed)	7750	44	Quadrangle (Q)	4267	44	Quadrangle (Q)	4267	80	Wellness Center (WC)	4838	66	Wellness Center (WC)	4838	70	Wellness Center (WC)	4838	74	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838	82	Wellness Center (WC)	4838	86	Wellness Center (WC)	4838	88	Wellness Center (WC)	4838	90	Wellness Center (WC)	4838						
32	McClough Hall (MC)	4286	45	Recreational Sports Fields (RS)	4243	45	Recreational Sports Fields (RS)	4243	81	Wellness Center (WC)	4838	67	Wellness Center (WC)	4838	71	Wellness Center (WC)	4838	75	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838	83	Wellness Center (WC)	4838	87	Wellness Center (WC)	4838	89	Wellness Center (WC)	4838	91	Wellness Center (WC)	4838						
33	McClough-Trigg Hall (residence hall) (MT)	7930	46	Sikes House (president's home) (SH)	4243	46	Sikes House (president's home) (SH)	4243	82	Wellness Center (WC)	4838	68	Wellness Center (WC)	4838	72	Wellness Center (WC)	4838	76	Wellness Center (WC)	4838	78	Wellness Center (WC)	4838	80	Wellness Center (WC)	4838	84	Wellness Center (WC)	4838	88	Wellness Center (WC)	4838	90	Wellness Center (WC)	4838	92	Wellness Center (WC)	4838						
34	McClough Hall (MC)	4286	47	Sikes Lake and Jogging Track (SL)	4394	47	Sikes Lake and Jogging Track (SL)	4394	83	Wellness Center (WC)	4838	69	Wellness Center (WC)	4838	73	Wellness Center (WC)	4838	77	Wellness Center (WC)	4838	79	Wellness Center (WC)	4838	81	Wellness Center (WC)	4838	85	Wellness Center (WC)	4838	89	Wellness Center (WC)	4838	91	Wellness Center (WC)	4838	93	Wellness Center (WC)	4838						
35	Memorial Building (MM)	4278	48	Sikes Lake and Jogging Track (SL)	4394	48	Sikes Lake and Jogging Track (SL)	4394	84																																			




## 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

October 29, 2008  
Date

**Board of Regents Meeting**  
**November 13, 2008**  
**1:30 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

Invocation

Introduction of Visitors

Opening Comments

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.



# EXECUTIVE COMMITTEE

## **Executive Committee**

### Membership

Munir Lalani, Chairman  
Carol Gunn, Vice Chair  
Stephen Gustafson, Secretary  
Ben Wible, Member-At-Large

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.

### Reading and Approval of Minutes

09-01. The minutes of the Executive Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-01.

### Maintenance Plan Update – MP2 and MP4

09-02. Each year the Texas Higher Education Coordinating Board (THECB) requests an update of the university's plans for deferred maintenance needs (MP2) as well as a report on completed deferred maintenance (MP4). The administration developed and submitted the reports as shown in Attachment 09-02. The reports are included for the regents' information; any modifications or changes desired by the regents will be forwarded to THECB.

### Legislative Appropriations Request (LAR)

09-03. The LAR for the biennial period of FY 2010 and FY 2011 was submitted to state offices in August, as approved by the MSU Board of Regents. MSU's first hearing before the Legislative Budget Board and the Governor's Office of Budget, Planning, and Policies was held September 17. During this hearing it was noted that MSU did not include requests for Tuition Revenue Bond (TRB) projects in the LAR. It was recommended that MSU include any such requests in the October LAR submission. The Board of Regents previously approved the Moffett Library project and the Ligon Coliseum Phase II project as the top two priorities for Midwestern State University. These two projects were added to the LAR in the event TRB funding is provided during the upcoming legislative session. Funding requested for the Moffett Library project was \$40 million and funding requested for the Ligon Phase II Project was \$6.4 million.

### Instrumental Music Hall Project

09-04. The Board of Regents previously authorized the Instrumental Music Hall Project at a cost of \$1.5 million. Rising construction costs and other unforeseen issues relating to site utility relocations, engineer recommendations for a structural slab, and the cost of design elements and mechanical systems have caused the price to exceed this amount. The administration will make recommendations concerning the scope and funding for this project.



Office of General Counsel – 2009-2010 Budget

09-05. The administration requests authorization to establish an Office of General Counsel beginning with the 2009-2010 budget. It is anticipated that this will be a one-person office and that the attorney will be hired on a part-time basis. This action should eliminate the need for an Outside Counsel contract each year. It is recommended that General Counsel report to the President and to the Board of Regents and that the Board and President share hiring responsibilities.

Wichita Falls Museum of Art at Midwestern State University – By-laws Change/Student Member

09-06. At the request and recommendation of the Board of the Wichita Falls Museum of Art at Midwestern State University, the administration recommends the addition of a student member position on the Museum Board. Individuals appointed to serve in this position would serve one year terms and may be reappointed. The Board of Regents would approve the appointment of the student member in August of each year. Should the Board of Regents approve this recommendation, Dr. Rogers will recommend a student to serve during the 2008-2009 academic year.

MSU Charitable Trust Membership

09-07. The by-laws of the MSU Charitable Trust require that individuals appointed as trustees be approved by the MSU Board of Regents. The current trustees of the MSU Charitable Trust are Frank Gibson, Kay Yeager, Mac Cannedy, Jr., and Jesse Rogers. Dr. Rogers serves by virtue of his position as president of Midwestern State University. The administration recommends that the Chairperson of the MSU Board of Regents and the Chairperson of the Board of Regents Finance and Audit Committee serve as trustees of the MSU Charitable Trust, effective immediately. It is further recommended that the Board of Regents request that the trustees of the MSU Charitable Trust meet no less than twice each year.

Deliberations about Real Property

09-08. The administration will present information and make recommendations as necessary concerning the possible purchase of property adjacent to the MSU campus.

Deliberations Regarding Gifts and Donations

09-09. The administration will present information and make recommendations as necessary concerning gifts and donations to MSU.

EXECUTIVE COMMITTEE  
ATTACHMENT

Midwest State University  
 Assessment of Deferred Maintenance and Demolition Needs (MP2) Summary Report  
 Fiscal Year 2009 (as of 10/20/08)

Project Name	Type	Building Name	Condition	Pri	Arch	HVAC	P&E	Safety	L&M	Total Cost
TEST MAIN BREAKERS	Deferred Maint.			1	\$0	\$0	\$10,000	\$0	\$0	\$10,000
BRIDWELL HALL HVAC	Deferred Maint.	BRIDWELL HALL	Satisfactory	2	\$0	\$100,000	\$0	\$0	\$0	\$100,000
MOFFETT LIBRARY ROOF REPAIRS	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	3	\$12,854	\$0	\$0	\$0	\$0	\$12,854
BRIDWELL DRAINAGE	Deferred Maint.	BRIDWELL HALL	Satisfactory	4	\$150,000	\$0	\$0	\$0	\$0	\$150,000
PROTHRO YEAGER DUCT WORK	Deferred Maint.	BEAWOOD - O'DONOHUE HALL	Satisfactory	5	\$0	\$0	\$0	\$20,000	\$0	\$20,000
DOMESTIC WATER ISOLATION VALVES	Deferred Maint.			6	\$0	\$0	\$25,000	\$0	\$0	\$25,000
REPLACE PAINT BOOTH	Deferred Maint.	PAINT SHOP	Satisfactory	7	\$0	\$0	\$0	\$25,000	\$0	\$25,000
DANIEL BLDG DOORS	Deferred Maint.	DANIEL BUILDING	Satisfactory	8	\$35,000	\$0	\$0	\$0	\$0	\$35,000
BOLIN SOUTH DRAINAGE	Deferred Maint.	BOLIN HALL	Satisfactory	9	\$10,000	\$0	\$0	\$0	\$0	\$10,000
FAIN FINE ARTS HVAC AND EGRESS	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	10	\$0	\$50,000	\$0	\$0	\$0	\$50,000
FAIN FINE ARTS DOWN SPOUTS	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	11	\$30,000	\$0	\$0	\$0	\$0	\$30,000
MUSEUM ROOF TOP UNITS	Deferred Maint.	WF MUSEUM AND ARTS OF MSU	Satisfactory	12	\$0	\$50,000	\$0	\$0	\$0	\$50,000
LIGON FLAT AND CLAY ROOFS	Deferred Maint.	D.L. LIGON COLISEUM	Remodeling (Cost less than 25% of Replacement)	13	\$386,000	\$0	\$0	\$0	\$0	\$386,000
LIGON ROOF REPLACEMENT	Deferred Maint.	D.L. LIGON COLISEUM	Remodeling (Cost less than 25% of Replacement)	14	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
CENTRAL PLANT HVAC	Deferred Maint.	CENTRAL PLANT	Satisfactory	15	\$0	\$12,000	\$0	\$0	\$0	\$12,000
MCGAHA SEWER REPLACEMENT	Deferred Maint.	MCGAHA HALL	Satisfactory	16	\$0	\$0	\$10,000	\$0	\$0	\$10,000
MCGAHA RAMP AND ENTRY	Deferred Maint.	MCGAHA HALL	Satisfactory	17	\$0	\$0	\$0	\$0	\$25,000	\$25,000

Midwest State University  
Assessment of Deferred Maintenance and Demolition Needs (MP2) Summary Report  
Fiscal Year 2009 (as of 10/20/08)

Project Name	Type	Building Name	Condition	Pri	Arch	HVAC	P&E	Safety	L&M	Total Cost
MCGAHA ROOF REPLACEMENT	Deferred Maint.	MCGAHA HALL	Satisfactory	18	\$25,000	\$0	\$0	\$0	\$0	\$25,000
MCGAHA FAN COIL UNITS	Deferred Maint.	MCGAHA HALL	Satisfactory	19	\$0	\$50,000	\$0	\$0	\$0	\$50,000
FAIN FINE ARTS WATER LINE	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	20	\$0	\$0	\$60,000	\$0	\$0	\$60,000
LIGON EXTERIOR DOORS	Deferred Maint.	D.L. LIGON COLISEUM	Remodeling (Cost less than 25% of Replacement)	21	\$100,000	\$0	\$0	\$0	\$0	\$100,000
HARDIN BASEMENT AHU	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	22	\$0	\$200,000	\$0	\$0	\$0	\$200,000
FAIN FINE FRESH AIR	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	23	\$0	\$150,000	\$0	\$0	\$0	\$150,000
FAIN FINE ARTS RESTROOMS RENOVATE	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	24	\$0	\$0	\$0	\$0	\$250,000	\$250,000
HARDIN GUTTERS	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	25	\$200,000	\$0	\$0	\$0	\$0	\$200,000
HARDIN AIR HANDLERS	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	26	\$0	\$500,000	\$0	\$0	\$0	\$500,000
HARDIN ADA	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	27	\$0	\$0	\$0	\$0	\$100,000	\$100,000
HARDIN SOUTH RAMP	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	28	\$50,000	\$0	\$0	\$0	\$0	\$50,000
HARDIN EXTERIOR DOORS	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	29	\$100,000	\$0	\$0	\$0	\$0	\$100,000
HARDIN WINDOWS	Deferred Maint.	HARDIN ADM. BLDG.	Remodeling (Cost less than 25% of Replacement)	30	\$500,000	\$0	\$0	\$0	\$0	\$500,000
MOFFETT ROOF REPLACEMENT	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	31	\$250,000	\$0	\$0	\$0	\$0	\$250,000
MOFFETT ADA MODIFICATIONS	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	32	\$0	\$0	\$0	\$0	\$50,000	\$50,000
MOFFETT CARPET HIGH TRAFFIC	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	33	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Midwestern State University  
 Assessment of Deferred Maintenance and Demolition Needs (MP2) Summary Report  
 Fiscal Year 2009 (as of 10/20/08)

Project Name	Type	Building Name	Condition	Pri	Arch	HVAC	P&E	Safety	L&M	Total Cost
MOFFETT CARPET REMAINING	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	34	\$200,000	\$0	\$0	\$0	\$0	\$200,000
MOFFETT RESTROOMS	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	35	\$0	\$0	\$0	\$0	\$250,000	\$250,000
MOFFETT ELEVATORS	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	36	\$250,000	\$0	\$0	\$0	\$0	\$250,000
MOFFETT HVAC	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	37	\$0	\$500,000	\$0	\$0	\$0	\$500,000
TEEPEE DRIVE RECONSTRUCTION	Deferred Maint.			38	\$200,000	\$0	\$0	\$0	\$0	\$200,000
BOLIN HUMIDITY PROBLEMS	Deferred Maint.	BOLIN HALL	Satisfactory	39	\$0	\$10,000	\$0	\$0	\$0	\$10,000
BOLIN FILTER RACKS	Deferred Maint.	BOLIN HALL	Satisfactory	40	\$0	\$10,000	\$0	\$0	\$0	\$10,000
BOLIN ROOF TOP VENTS	Deferred Maint.	BOLIN HALL	Satisfactory	41	\$0	\$20,000	\$0	\$0	\$0	\$20,000
BOLIN HALL FAN COILS	Deferred Maint.	BOLIN HALL	Satisfactory	42	\$0	\$575,000	\$0	\$0	\$0	\$575,000
Totals (42 Projects)					\$3,548,854	\$2,227,000	\$105,000	\$45,000	\$675,000	\$6,600,854



Midwestern State University  
Deferred Maintenance Expenditures (MP4) Summary Report  
Fiscal Year 2008

Project Name	Type	Building Name	Condition	Pri	Arch	HVAC	P&E	Safety	L&M	Total Cost
TUNNELL COMMUNICATION	Deferred Maint.			1	\$0	\$0	\$0	\$4,520	\$0	\$4,520
FIBER TO POLICE STATION	Deferred Maint.			2	\$0	\$0	\$0	\$25,000	\$0	\$25,000
MUSEUM FIRE ALARM REPAIRS	Deferred Maint.	WF MUSEUM AND ARTS OF MSU	Satisfactory	3	\$0	\$0	\$0	\$31,185	\$0	\$31,185
AKIN FIRE ALARM SYSTEM	Deferred Maint.	HARDIN ADMINISTRATION BLDG.	Remodeling (Cost less than 25% of Replacement)	4	\$0	\$0	\$0	\$17,648	\$0	\$17,648
MOFFETT FIRE ALARM SYSTEM	Deferred Maint.	MOFFETT LIBRARY	Satisfactory	5	\$0	\$0	\$0	\$91,200	\$0	\$91,200
BOLIN FIRE ALARM SYSTEM	Deferred Maint.	BOLIN HALL	Satisfactory	6	\$0	\$0	\$0	\$36,394	\$0	\$36,394
MARTIN HALL VENTILATION	Deferred Maint.	MARTIN HALL	Mothballed	9	\$0	\$170,000	\$0	\$0	\$0	\$170,000
MARTIN RESTROOM REPAIRS	Deferred Maint.	MARTIN HALL	Mothballed	10	\$0	\$0	\$0	\$0	\$27,000	\$27,000
TENNIS COURTS RESURFACE	Deferred Maint.	TENNIS CENTER	Satisfactory	12	\$21,024	\$0	\$0	\$0	\$0	\$21,024
MUSEUM ROOF DRAINS	Deferred Maint.	WF MUSEUM AND ARTS OF MSU	Satisfactory	13	\$2,398	\$0	\$0	\$0	\$0	\$2,398
FAIN FINE ARTS ROOF	Deferred Maint.	FAIN FINE ARTS CENTER	Satisfactory	25	\$35,000	\$0	\$0	\$0	\$0	\$35,000
HARDIN FIRE ALARM PANEL	Deferred Maint.	HARDIN ADMINISTRATION BLDG.	Remodeling (Cost less than 25% of Replacement)	27	\$0	\$0	\$0	\$7,877	\$0	\$7,877
BOLIN ROOF REPLACEMENT	Deferred Maint.	BOLIN HALL	Satisfactory	32	\$41,400	\$0	\$0	\$0	\$0	\$41,400
CENTRAL PLANT ROOF REPLACEMENT	Deferred Maint.	CENTRAL PLANT	Satisfactory	33	\$9,975	\$0	\$0	\$0	\$0	\$9,975
INSTRUMENTAL MUSIC EGRESS	Deferred Maint.	INSTRUMENTAL MUSIC HALL	Satisfactory	37	\$0	\$0	\$0	\$2,685	\$0	\$2,685
Totals (15 Projects)					\$109,797	\$170,000	\$0	\$216,509	\$27,000	\$523,306

**Acronym Definitions for the  
Master Plan Reporting Form**

**MP-2:** Master Plan-2, Assessment of Deferred Maintenance & Demolition Needs

**MP-4:** Master Plan-4, Deferred Maintenance Expenditures FY2008

**PRI:** Priority

**ARCH:** Architectural and Construction Cost

**HVAC:** Heating, Ventilation, or Air Conditioning Cost

**P&E:** Plumbing & Electrical Cost

**L&M:** Legislative Mandate Cost

FINANCE & AUDIT  
COMMITTEE

## Finance and Audit Committee

### Membership

Munir Lalani, Chairman

Charles Engelman

Lynwood Givens

Shawn Hessing

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.

### Reading and Approval of Minutes

09-10. The minutes of the Finance and Audit Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-10.

### Review and Acceptance of Financial Report

09-11. The administration recommends the July, 2008, Financial Report for acceptance. This report was previously distributed to the board.

### Degree Completion Scholarship Fund

09-12. The administration recommends an allocation of \$50,000 to provide scholarships for students who are within 30 hours of completing the undergraduate degree. Scholarships will be awarded through the MSU president's office and the source of funds will be Undesignated Local Tuition.

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

09-13. In accordance with board policy, President Rogers authorized the following increase to the budget of \$50,000 and under for the 2007-2008 fiscal year. The administration recommends the following budget change for ratification.

#### From Account:

#### To Account:

<u>Number</u>	<u>Title</u>	<u>Number</u>	<u>Title</u>	<u>Purpose</u>	<u>Amount</u>
23007	Unallocated Designated Tuition	22007 2001 18	Provost Operating Reserve	Fain College of Fine Arts peer review	\$6,089.12
	<b>Total</b>				<b>\$6,089.12</b>

### Salary/Title/Position Changes in 2008-2009 Budget Approved per Board Authorization

09-14. Salary, title, and position changes approved by the president are presented for ratification as shown below.

<u>Position/Title</u>	<u>New Position/Title</u>	<u>Budget Change</u>	<u>Justification/Explanation</u>
University Cashier Business Office		\$6,527	Position filled with returning experienced personnel.
Assistant Professor Respiratory Care		\$1,008	Increased salary to match that of new hire.
Assistant Professor/Chair BEGIN Grant		\$18,758	Increase funded by federal grant.
BSN Nurse Educators – SIM Center (five positions)		\$35,254	Increased salaries to bring them in line with hospital salaries.
West Dyslexia Instructor (NEW POSITION)		\$45,000	Position funded by West Foundation grant.
Medical Office Coordinator – Vinson Health Center		\$2,040	Increased salary to compete with area medical offices.
Associate Professor Education/Reading	Assistant Professor Education/Reading	(\$3,816)	Hired at Assistant Professor level.
Admissions Evaluator		\$570	Filled position above budgeted amount.
Professor of Nursing Dean of Graduate Studies		\$15,000	Filled position above budgeted amount with donor funds
Assistant Professor HPUA	Instructor/HPUA	(\$12,988)	Hired at Instructor level.
Secretary II Respiratory Care		\$740	Filled position above budgeted amount.
Assistant Professor Nursing (50%) – two positions	Assistant Professor Nursing (75%) – two positions	\$26,064	Increased positions from 50% to 75%, funded from Nursing Growth funds
Associate Professor Accounting	Assistant Professor Accounting	\$2,088	Hired at assistant level above budgeted amount, funded from private funds.
Assistant Professor Nursing (100%)	Assistant Professor Nursing (50%)	(\$29,782)	Position reduced from 100% to 50%.
<b><i>TOTAL</i></b>		<b><i>\$106,463</i></b>	

PERSONNEL & CURRICULUM  
COMMITTEE



## Personnel and Curriculum Committee

### Membership

Carol Gunn, Chair  
Lynwood Givens  
Jane Spears  
Ben Wible

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.

### Reading and Approval of Minutes

09-15. The minutes of the Personnel and Curriculum Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-15.

### Faculty Report

09-16. A representative of the MSU Faculty Senate will update the board on faculty-related issues.

### Staff Report

09-17. A representative of the MSU Staff Senate will update the board on staff-related issues.

### Enrollment Report – Fall 2008

09-18. The fall enrollment report is shown as Attachment 09-18.

### Small Class Report – Fall 2008

09-19. Section 51.403(d) of the Texas Education Code requires MSU to present a small class report to the Board of Regents. Small classes, for the purpose of this report, are undergraduate-level courses with less than 10 registrations, and graduate-level courses with less than five registrations. The small class report for the fall 2008 semester is shown as Attachment 09-19.

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

09-20. The report of personnel changes in July and August, 2008, are presented for information as shown in Attachment 09-20.

### Review of Personnel Report for FY 08-09 Budget

09-21. The report of personnel changes in September, 2008, is presented for information as shown in Attachment 09-21.

### December 2008 Graduating Class

09-22. The administration recommends approval of the list of candidates for December 2008 graduation with the provision that they meet all requirements as prescribed by the faculty and administration (see Attachment 09-22).

Approval of Revised 2008-2009 Academic Calendar

09-23. The administration recommends approval of the revisions to the academic calendar for the 2008-2009 academic year as shown in Attachment 09-23. The changes relate to the summer class schedule. The recommended calendar includes a four-day class schedule; however, the university offices will maintain a five-day work schedule.

New Academic Program Option – Psychiatric Mental Health Nurse Practitioner (PMHNP)

09-24. Based on a request by administrators from the state psychiatric hospitals and community mental health centers, and a substantial need identified through a needs assessment, the administration requests authorization to add a Psychiatric Mental Health Nurse Practitioner (PMHNP) Program as an online option within the Master of Science in Nursing (MSN) degree program to MSU's graduate offerings.

MSU Catalog Change - Student Drop Date

09-25. The current university catalog states the following:

*A student may drop a course during the first 10 weeks of a long semester, first 7 weeks of a 10 week summer term, or through the 15th class day of a 4 or 5 week summer term consisting of 20 days with a grade of W (See Academic Calendar in schedule of classes.). After the above deadlines, a grade of F will be recorded for any class drop.*

The administration recommends changing the final drop date during the long semester from the tenth week of the semester to the eighth, and to institute similar changes to the summer terms. The desired effect of this change is that students drop fewer classes, which will speed up their graduation and, at the same time, increase the credit hours produced in each semester. The proposed new catalog wording would be as follows:

*A student may drop a course during the first eight weeks of a long semester, the first six weeks of a 10 week summer term, or through the 11th class day of a four or five week summer term consisting of 20 days with a grade of W (see Academic Calendar in schedule of classes). After the above deadlines, a grade of F will be recorded for any class drop.*

MSU Catalog Change – Graduation Requirements

09-26. The current university catalog includes a statement that “a minimum total credit of 124 semester hours” is a general requirement for a baccalaureate degree at Midwestern State University. The administration recommends reducing this number from 124 hours to 120 hours in accordance with Texas Education Code .§61.0515, which requires that “for any student entering from Fall 2008 on, the SACS minimum required credit hours for a degree (currently 120 hours) will be the maximum allowed required credit hours for a baccalaureate-level degree program.”

The administration further recommends removing the minor from MSU's baccalaureate degree requirements. This will eliminate the following wording from the catalog:

*A minor of at least 18 semester hours of which six must be advanced (does not apply to BAAS, BBA, BM, BFA, BSCJ with 48 hour major, BSCL, BSDH, BSDIS, BSME, BSN, BSRC, BSRS, BSW, and BS with a major in Athletic Training). Six advanced semester*

*hours of the minor must be completed in residence at Midwestern State University. This residence requirement does not apply to students receiving the BAAS degree with a minor.*

#### Requirements for Double Major

09-27. Currently, students wishing to double major may not count a course required in both majors toward the completion of both majors. The administration recommends changing this requirement to allow students to count a course among the requirements in more than one major. This change removes the need to enroll in courses not required in either major and will allow students who double major in fields that share required courses to graduate in a timelier manner.

#### MSU Policies and Procedures Manual Changes

09-28. The following changes to the *MSU Policies and Procedures Manual* are recommended for approval. Items recommended for deletion are shown with an overstrike (--); new wording is shown in **bold and underlined** format.

- A. Policy 2.24, Board Contract Signing Authorization-- the administration recommends changes to the policy as shown in Attachment 09-28A.
- B. Policy 2.338, University Boards, Councils & Committees -- the administration recommends the following council and committee changes (see Attachment 09-28B):
  - i. Administrative Council - add Chair of Staff Senate to the committee structure.
  - ii. Competitive Scholarship Committee -- add international services office representative to the committee.
  - ii. University Data Standards/Security Committee -- clarify purpose and reporting structure, and add Banner Project Manager and University Webmaster to the committee structure.
- C. Policy 3.212, Staff Hiring Procedures -- a revision is proposed to add the requirements for prior approval of new titles, title changes, and departmental reorganizations. Additionally, the overall statement of the policy has been modified for clarity (see Attachment 09-28C).

PERSONNEL & CURRICULUM  
COMMITTEE ATTACHMENTS

## **Enrollment Report**

### **Fall 2008**

	<u>2007</u>	<u>2008</u>
Beginning Freshmen	500	675*
Re-enrolling Freshmen	809	613
Sophomore	1,069	1,136
Junior	1,168	1,179
Senior	1,798	1,758
Post-Baccalaureate	85	110
Graduate	592	622
<b>TOTAL ENROLLMENT</b>	<b>6,021</b>	<b>6,093</b>

\*This is the first enrollment report out of the Banner system. In the old system there was a classification for Beginning Freshmen, defined as freshmen with zero previous college hours. In Banner, Beginning Freshmen are defined as they are for state reports, students for whom it is their first enrollment after high school. The comparison data is thus not exact due to this definition change.

# **SMALL CLASS REPORT** **Spring 2007**

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 twentieth class day. Where applicable, the courses are listed under the justification categories previously used by the Coordinating Board.

**The following courses are required for courses within a new program area.**

<i>Course Number</i>			<i>Course Title</i>	<i>Instructor</i>	<i>Students</i>
Athletic Training	2903	01	Therapeutic Modalities	Jennifer Lancaster	6
Athletic Training	3803	01	Evaluation of Athletic Injuries I	Katie Lyman	5
Athletic Training	3913	01	Therapeutic Exercise	Katie Lyman	2
Athletic Training	2903	01	Therapeutic Modalities	Jennifer Lancaster	6
Mass Communication	2523	01	The Internet and Society	Mary Lewis	7
Mass Communication	3253	01	Publication Design	Mary Lewis	7
Mass Communication	4223	01	Computer Assisted Reporting	Mary Lewis	6
RADS	4753	X1	Mammography	Jean Phifer	9
RADS	5353	01	RA Procedures III	Donna Wright	4

**The following courses are required for majors in fields of study within the state's STEM (Science, Technology, Engineering and Mathematics) initiative.**

<i>Course Number</i>			<i>Course Title</i>	<i>Instructor</i>	<i>Students</i>
Biology	4143	70	Evolution and Systematics	Frederick Stangl	4
Biology	5001	80	Discussions in Biology	James Masuoka	3
Biology	5013	80	Lit & Hist of Biological Sci	Michael Shipley	4
Biology	5143	70	Evolution and Systematics	Frederick Stangl	3
Biology	6003	80	Grad Seminar in Biology	M. Rincon-Zachary	3
Chemistry	3603	01	Physical Chem/Thermodynamics	Randal Hallford	4
Computer Science	4453	01	Computer Architecture	Stewart Carpenter	9
Geosciences	3134	01	Mineralogy	Brent Elliott	9
Geosciences	3734	01	Applied Geomorphology	Rebecca Dodge	8
Mathematics	2043	02	Structure of Number Sys II	Terry McDonald	8
Mathematics	4453	01	Theory of Numbers	Patrick Mitchell	6
Mathematics	4733	01	Intro Analysis I	Dawn Slavens	9
Man Eng Technology	2123	01	Manufacturing Processes I	Jan Brink	3
Man Eng Technology	3103	01	Statics	Dale McDonald	1
Man Eng Technology	3134	01	Material Science	Jerry Faulk	5
Man Eng Technology	3333	01	Engineerng Econ & Cost Analy	Dale McDonald	2
Man Eng Technology	3403	80	Automation I	Jan Brink	3
Man Eng Technology	4603	80	Production Planning & Control	Jan Brink	7
Physics	3313	01	Mechanics	Jacqueline Dunn	6
Physics	3323	01	Electromagnetic Field I	Richard Fleming	4



The following courses are required for majors in their fields of study and should be completed this semester to keep the proper sequences in courses.

<i>Course Number</i>			<i>Course Title</i>	<i>Instructor</i>	<i>Students</i>
Bilingual Education	3313	80	Meth & Materials Bilingual Ed	Mary Garza	4
Education	3163	04	Classroom Management	Mary Ann Coe	9
Education	5843	80	Language Acquisn and Devlpmt	Linda Lilienthal	3
Education	5863	70	Read/Lang Arts for ESL	Mary Garza	3
English	1113	N1	Rhetoric & Composition	Arvilla Taylor	9
English	1123	H1	Rhetoric & Composition	James Hoggard	5
English	2413	H1	World Literature	Evans Smith	3
English	3203	N1	Technical Writing	Susan Henson	8
French	2133	01	Intermediate French	Lynn Hoggard	9
French	3333	01	French Conversatn and Compositr	Stuart McClintock	6
Kinesiology	1402	01	Racquetball	Brady Tigert	8
Management	6883	70	Grad Sem in Business Policy	Jeffrey Stambaugh	4
Mass Communication	1243	02	News Writing & Reporting I	Randy Pruitt	8
Mass Communication	4263	01	Broadcast News I	James Gorham	4
Mass Communication	4363	01	Broadcast News II	James Gorham	1
Music	1121	02	Piano Class	Gary Lewis	3
Music	1503	01	Basic Music	Gary Lewis	8
Nursing	3704	X1	Advanced Nursing Seminar	Anita Coyle	8
Reading	4253	80	Secondary Reading & Lang Arts	Dina Redmon	7

**Summary of the Personnel Position Status Reports for 9/1/07 – 8/31/08**

- 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 Overlap)  
**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)**
- April 2008    Secretary II changed to Coordinator, Multicultural Affairs  
**Net position change: +0 (-1 Clerical and Secretarial/+1 Professional Non-Faculty)**

May 2008	Instructor, Political Science (Temporary Position Ended) <b>Net position change: -1 (Regular Faculty)</b>
June 2008	Assistant Director, Institutional Research (Temporary Overlap) <b>Net position change: +1 (Professional Non-Faculty)</b> <u>Recommended for Board ratification – August 8, 2008</u>
August 2008	Assistant Director, Institutional Research (Overlap Eliminated) <b>Net position change: -1 (Professional Non-Faculty)</b>

**Total net new positions as of 8/31/08 = -.50**

MIDWESTERN STATE UNIVERSITY  
PERSONNEL POSITION STATUS REPORT  
July 31, 2008

POSITIONS	APPROVED BUDGET		POSITIONS		SALARY		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT	
	9/1/2007	FTE	AMOUNT	ADDED	FTE	AMOUNT	DELETED	FTE	AMOUNT	ADDED	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	48.19	48.19	4,035,882	(1.00)	(76,846)	3,959,036	(10,616)	46.19	3,823,824	1.00	124,596	3,948,420
REGULAR FACULTY	237.79	237.79	14,033,907	(2.50)	(70,436)	13,963,471	(16,661)	219.29	13,334,841	16.00	611,969	13,946,810
PROFESSIONAL NON-FACULTY	111.27	111.27	4,492,003	5.00	130,740	4,622,743	(33,796)	110.77	4,430,235	5.50	158,712	4,588,947
CLERICAL AND SECRETARIAL	95.46	95.46	2,198,829	(2.00)	(52,032)	2,146,797	1,792	90.46	2,087,017	3.00	61,572	2,148,589
TECH & PARAPROFESSIONAL	21.50	21.50	935,748			935,748	(5,448)	21.00	909,300	0.50	21,000	930,300
SKILLED CRAFT	33.00	33.00	1,064,604	1.00	51,035	1,115,639	(8,724)	34.00	1,106,915	0.00	0	1,106,915
SERVICE & MAINTENANCE	63.50	63.50	1,262,664			1,262,664	(3,933)	58.00	1,168,635	5.50	90,096	1,258,731
POLICE	14.00	14.00	427,644			427,644	(1,728)	14.00	425,916	0.00	0	425,916
GRAND TOTALS	624.71	624.71	28,451,281	0.50	(17,539)	28,433,742	(79,114)	593.71	27,286,683	31.50	1,067,945	28,354,628



POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY (SAVED)		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT	
	9/1/2007	FTE	AMOUNT	ADDED	(DELETED)	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	(608)	46.19	3,833,832	1.00	124,596	47.19	3,958,428
REGULAR FACULTY	237.79		14,033,907	(2.50)	(70,436)	235.29	13,963,471	(16,661)	215.29	13,131,873	20.00	814,937	235.29	13,946,810
PROFESSIONAL NON-FACULTY	111.27		4,492,003	4.00	85,740	115.27	4,577,743	(42,605)	112.77	4,483,814	2.50	51,324	115.27	4,535,138
CLERICAL AND SECRETARIAL	95.46		2,198,829	(2.00)	(52,032)	93.46	2,146,797	388	90.46	2,083,537	3.00	63,648	93.46	2,147,185
TECH & PARAPROFESSIONAL	21.50		935,748			21.50	935,748	(5,448)	21.00	909,300	0.50	21,000	21.50	930,300
SKILLED CRAFT	33.00		1,064,604	1.00	51,035	34.00	1,115,639	(8,724)	34.00	1,106,915	0.00	0	34.00	1,106,915
SERVICE & MAINTENANCE	63.50		1,262,664			63.50	1,262,664	(4,161)	59.00	1,185,447	4.50	73,056	63.50	1,258,503
POLICE	14.00		427,644			14.00	427,644	(1,728)	14.00	425,916	0.00	0	14.00	425,916
GRAND TOTALS	624.71		28,451,281	(0.50)	(62,539)	624.21	28,388,742	(79,547)	592.71	27,160,634	31.50	1,148,561	624.21	28,309,195

**Midwestern State University Reporting of Personnel Changes****July – August****Fiscal Year 2007-2008****I. ENTERING EMPLOYEES**

1. Andy McCoy – Custodian, Physical Plant – 07/01/08
2. Rebecca Fernandez – Associate Librarian – 07/01/08
3. Elizabeth Mendez – BSN Nurse Educator, Regional Simulation Center - 07/07/08
4. Patricia Rogers - BSN Nurse Educator, Regional Simulation Center - 07/07/08
5. Katie Lyman – Instructor, Kinesiology – 07/09/08
6. Jeremy Duff – Assistant Professor, Political Science – 07/09/08
7. Nancy Frazier – Secretary II, Housing – 07/09/08
8. Melissa Alonzo – Secretary I, Football – 07/09/08
9. Peggy Knaup – Employer Relations Coordinator, Career Management Center – 07/14/08
10. Julie Carter, Director, MSU Cycling – 08/01/08
11. Dan Stoicescu - Director, Institutional Research, Planning and Assessment – 08/06/08
12. Debra Vaughn – Assistant to Vice President, Administration and Finance -- 08/06/08
13. Melissa Wright – Secretary II, Dillard College of Business -- 08/07/08
14. Lori Ruddy – Counselor/Psychologist, Counseling Center – 08/11/08
15. Antoinette Canty – Professional Counselor, Counseling Center - 08/11/08
16. Tina Leak -- Custodian, Clark Student Center – 08/11/08
17. Patricia Gamez – Custodian, Physical Plant – 08/11/08
18. Patricia Hamilton – Professor/Dean, Graduate Studies – 08/15/08
19. Timothy DeGroot – Associate Professor/Chair, Management – 08/18/08
20. Jeffrey Stambaugh – Assistant Professor, Marketing – 08/18/08
21. Kimberly Mercer – Assistant Professor, Nursing – 08/18/08
22. Francis Powell – Associate Professor, Social Work – 08/18/08
23. Nathan Jun – Assistant Professor, English – 08/18/08
24. Joshua Packard – Assistant Professor, Sociology – 08/18/08
25. Rebecca Dodge – Associate Professor, Geoscience – 08/18/08
26. Bobby Thomas – Assistant Professor, Accounting -- 08/18/08
27. Phyllis Behrens – Assistant Professor, Health & Public Administration – 08/18/08
28. Margaret Hammer -- Assistant Professor, Education – 08/18/08
29. Tammy Kurszewski – Assistant Professor, Respiratory Care – 08/18/08
30. Philip Plubell – Instructor, Health & Public Administration – 08/18/08
31. Mary Wines – Instructor, Education – 08/18/08
32. Sarah Ward – Employer Relations Coordinator, Career Management Center – 08/20/08

## **II. EXITING EMPLOYEES**

1. Cory Pack – Instructor, Kinesiology – 07/07/08
2. Linda Wilbur – Secretary II, Dillard College of Business – 07/21/08
3. Peggy Knaup - Employer Relations Coordinator, Career Management Center – 07/24/08
4. Linda Wilbur – Secretary II, Dillard College of Business – 07/24/08
5. Sue Hambrook – Secretary II, Radiologic Science – 07/25/08
6. Mark Chavez – Custodian, Clark Student Center – 07/25/08
7. Karen Hurst – Secretary I – Foreign Language – 07/31/08
8. Alfred Stewart – Associate Professor, English – 07/31/08 RETIRE
9. Jewett Johnson – Assistant Professor, Nursing – 07/31/08 RETIRE
10. Rodney Erakovich – Assistant Professor, Health & Public Administration – 08/05/08
11. Shelly Robinson – Assistant Professor, Education – 08/05/08
12. Ann Smith – Associate Professor, Nursing – 08/08/08
13. Tina Leak – Custodian, Clark Student Center – 08/15/08
14. Cindy Wray – Secretary II- Radiologic Science – 08/26/08
15. Gary Achterberg – Director, MSU Cycling – 08/31/08
16. Bambi Bailey – Associate Professor, Education – 08/31/08
17. Felita Dickey -- Assistant Director, Institutional Research, Planning and Assessment – 08/31/08
18. Roxanne Gooch – Associate Professor, Dillard College of Business – 08/31/08
19. Allison Reynolds – Instructor, English - 08/31/08
20. Kathy Scherler – Assistant Professor, Music- 08/31/08
21. Andy McCoy – Custodian, Physical Plant – 08/31/08
22. Cindy Persick – Secretary II, English – 08/31/08

## **Summary of the Personnel Position Status Reports for 9/1/08 – 9/30/08**

September 2008    Associate Professor/English (increased teaching load)  
**Net position change: +.25 (Faculty)**

Assistant Professor/Nursing (increase teaching load – two positions)  
**Net position change: +.50 (Faculty)**

Assistant Professor/Nursing (decreased teaching load)  
**Net position change: -.50 (Faculty)**

**Total net new positions as of 9/30/08 = +.25**

MIDWESTERN STATE UNIVERSITY  
PERSONNEL POSITION STATUS REPORT  
September 30, 2008

POSITIONS	APPROVED BUDGET		POSITIONS		SALARY		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT	
	9/1/2008		ADDED	(DELETED)	TOTAL POSITIONS	(SAVED)	FTE	AMOUNT	FTE	AMOUNT	POSITIONS	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT			FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	47.36	4,051,024			47.36	4,051,024	47.36	4,051,024			47.36	4,051,024
REGULAR FACULTY	240.25	14,545,242	0.25	(3,718)	240.50	14,541,524	2,228	14,306,732	10.00	237,020	240.50	14,543,752
PROFESSIONAL NON-FACULTY	115.35	4,633,521			115.35	4,633,521	(11,116)	4,525,265	3.07	97,140	115.35	4,622,405
CLERICAL AND SECRETARIAL	96.96	2,271,663			96.96	2,271,663	(402)	2,128,173	7.00	143,088	96.96	2,271,261
TECH & PARAPROFESSIONAL	23.00	1,027,104			23.00	1,027,104		948,504	1.50	78,600	23.00	1,027,104
SKILLED CRAFT	34.00	1,127,735			34.00	1,127,735		1,127,735			34.00	1,127,735
SERVICE & MAINTENANCE	65.84	1,348,163			65.84	1,348,163		1,235,171	4.84	112,992	65.84	1,348,163
POLICE	14.00	433,992	0.00	0	14.00	433,992	0	415,296	1.00	18,696	14.00	433,992
GRAND TOTALS	636.76	29,438,444	0.25	(3,718)	637.01	29,434,726	(9,290)	28,737,900	27.41	687,536	637.01	29,425,436

**Midwestern State University Reporting of Personnel Changes**  
**September**  
**Fiscal Year 2008-2009**

**I. ENTERING EMPLOYEES**

1. Kimberly Alcorn – Assistant Volleyball Coach - 09/01/08
2. Brandon Smith – Theatre Technical Assistant, Fine Arts – 09/02/08
3. Marilyn Brown – Secretary II, Dillard College of Business – 09/02/08
4. Elizabeth Hastings – Secretary II , Dillard College of Business – 09/02/08
5. Diana Sue Hambrook – Secretary II, Respiratory Care – 09/08/08
6. Rheagan Ortega – Financial Aid Processor/Counselor – 09/15/08
7. Janis Salter – Secretary I, Theatre & Mass Communication – 09/22/08
8. Joshua Jackson – Custodian, Clark Student Center – 09/23/08

**II. EXITING EMPLOYEES**

1. Jensine Short – Academic Advisor, Dillard College of Business - 09/05/08
2. April Michelle Kair – Secretary II, Computer Science – 09/19/08
3. Myra Byrd – Police Communication Operator –09/23/08



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## BACHELOR OF BUSINESS ADMINISTRATION

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MELVON ZEON BASSUE  
JAMAAL EDWARD BOUYER  
KIMBERLY KAY BOX  
CRYSTAL DENISE BRATTON  
JUSTIN RAY BUCHANAN  
CHRISTA CARLENE BURKE  
RONALD EUGENE BUSSEY, JR.  
ADRION CURTIS BUTLER  
RUSSELL TITUS BUTTON  
RYAN EDWARD BUZZARD  
JOHN DWAYNE CALDWELL  
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ADAM GREGORY CASE  
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SANDRA DIANA GARCIA  
MICHAEL SCOTT GAZZOLA  
TAKUYA GOTO  
DEBRA KAY GRAF  
MATTHEW MARK HAMILTON  
JOSHUA MICAH HAYNES  
RUTH ANN HENAGER  
BRANDI TOWNZEN HOBSON  
EDDIE DOUGLAS IV  
MEAGAN KATE JACKSON  
DAVID R. JALOMO

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DEVON PETER JOSEPH  
BRITTNEY SHREE KING  
LORI BETH LANCASTER  
MADELINE LOREGA LECHUGA  
CHAD HUNTER LINScombe  
AARON WAYNE LITTLE  
COLLANDRIA RENEE MACK  
TREMAYNE DESHAWN MORGAN  
MISAKI NAGAYA  
MICHAEL JAMES OAKLEY  
LUKE ANDREW DECHSNER  
CHAD ALLEN OLSON  
SHERWIN PAULSON  
BRITTANY DIANE PITTMAN  
JERROD L. RANSOM  
GRACIA CLEOPHA RICHARDSON  
ANIKA GLORIA ROYER  
YANA ILINICHNE SHAMIS  
AFEEES DEMI SHOAGA  
ELEBIA MICHELLE SLAYTON  
BARRY WAYNE SMITH  
MICHAEL B. SPEARMAN  
CASEY ELISE STANALAND  
HOUSTON BARRETT SULLIVAN  
TANDY LYNN SHADLEY  
LATONYA DEEANN TACKITT  
BRIAN RICHARD THAR  
CHIARA LA'TRICE TOWNSEND  
YVETTE L. VILLAREAL  
DUSTIN TAYLOR WEBB  
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DAVID OPOKU ASANTE  
CHRISTINA BABAYAN-FARD  
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JUDITH LYNN BREWER  
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SUDHA RACHEL ZACHARIA

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DEIDRA PAULETTE MCALISTER  
MARY CAROLYN KELLEY MENGWASSER  
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MICHAEL WAYMON ASHLOCK  
ADRIENNE MARIE BARNES  
RICHARD A. BARRERA  
ANDREA JEAN BLACK  
RODERIC KEITH BOATMAN  
KIM UYEN BOHME  
MARLA ALENE BOSWELL  
TROY A. BROADRICK  
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JENNIFER LYN COLLAR  
MICHAEL CHRISTOPHER CONTRERAS  
JASON KENT COX  
DAVID CHAD DEEVER  
CHAD ALAN EICHENOUR  
PATRICK ALAN ERICKSON  
CARRIE L. FREEZE  
CLINTON LEON FRIDAY  
CHRISTY ANN GONZALEZ  
WILLIAM TYRONE HACKLEY  
IRVEN CURTIS HALE  
MARK ALAN HOLLEY  
MICHAEL EUGENE HURLEY  
RANDALL LEE IVINS  
JANET KATHLYN JOHNSON

CHRISTOPHER LOUIS KARR  
DENNY SHANE KORINEK  
TODD KEITH MCCROHAN  
JOSHUA AARON MCFERRIN  
STEVEN RAY NIEKAMP  
WILLIAM ANTHONY NOLTE, JR.  
FRANCISCA I. NUNCIO  
JENNIFER CHRISTINE OPHEIM  
ANTHONY THOMAS PARAZINO  
ROGER ALLEN PARK  
KENNETH ZACHARY PIERSON  
ERIC CONLEE POWELL  
ROBERT WILLIAM PROVOST  
BETTY RAE RASMUSSEN  
FORREST RAY ROBERTS  
ROBERT CHARLES ROBERTSON, JR.  
MARTY M. ROCHA  
SANDRA L. RODGERS-TOMEIO  
LOYD WAYNE SLIMP  
THOMAS GLEN SMITH  
ALLISON NICOLE THOMPSON  
KATHRYN NICOLE HILL WALKER  
CHRISTI DAWN WALSER  
RICHARD LLOYD WHITEHEAD  
PAUL M. WYSSBROD  
ANDY WAYNE ZEIGLER

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ANNETTE CANDICE ALEXANDER  
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THOMAS JAMES GRAY II  
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CRYSTAL AMBER LAND  
ANGIE NIKKOL LANKFORD

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ANIQUE MARIE OLGUIN  
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LESLIE RENEE COBLE  
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PRESTON A. FLAKE  
JEANNA SHARI FRANCIS  
KADINE LAUREL GOMES  
REBEKAH MARIE JONES

SASHA SHANDA K. JONES  
RYAN DOUGLAS KEOWN  
RINA KUWAHARA  
STEPHANIE DAWN MANRY  
TARYN LYNN MAXWELL  
ANNA CHRISTINE PETTY MCGHAN  
DORCAS LYDETTE PENA  
LESLIE LOUISE PENA  
DINAH SAINT-JEAN  
AISHAN JEHAD SULEIMAN  
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CLAUDE GOVAN SAWNEY

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MASTER OF BUSINESS ADMINISTRATION

PHUONG THANH BUI  
TERRANCE KIERON MARTIN

LESLI LEIGH WOMACK



COLLEGE OF EDUCATION

MASTER OF ARTS

MARY SUSAN WINSTEAD BEREND  
KARIE LEATH CARR  
STEPHEN MEADOWS  
M. KELLY MOORE

AMY MICHELE MORRISON  
JULIE SMILEY-FOSTER  
JOHN HENRY SPANABLE  
LEAH MICHELE VINEYARD

MASTER OF EDUCATION

NAOMI SUE MILLER ALEJANDRO  
BRIAN ALAN BASS  
MELANIE DAWN PATTON BEISCH  
DEBORAH ANN BOATRIGHT  
JIMMIE LUE BOWMAN  
GLORIA CELAYA  
JANA GAYLE CONNER  
AMY MICHELE COUNTISS  
JESSICA BRANDI DUNN  
JENNIFER PRIDDOY EDMONDSON  
KENDA FAYE FINN  
DEBORAH R. FORD  
DEBBIE SLUDER GOSSETT  
RITO VALDEZ HERNANDEZ  
AMBER N. HOLLAND  
CHRISTIE MARIE HOWETH  
RENA IRENE KISTLER  
PHILIP EDWARD KLAFTA  
KRISTAL DAWN MANGIACAPRA

ALEXANDRA MARIAN MARTIN  
ELIZABETH ANNE SHAFFER MAYWALD  
MICHAEL DALE MCDORMAN  
LESLIE JILL MEEKS  
JENNIFER NOEL MOBLEY MOSER  
FRANK WILLIAM MURRAY III  
TALEIGHA SHA MURRAY  
JENNIFER KAY WOLF NEWBY  
ALEFIA CASANDRA PARIS-TQULON  
SHANNAN TANKERSLEY PORTER  
CHRISTOPHER T. REAY  
KIMBERLY ANN SCHOBERT  
JENNY PHILLIPS SCHROEDER  
TRACEY SMITH SHORES  
CHRISTY SUE SOVEREIGN  
CHRISTA LEA TATEM  
REBECCA LEIGH WILSON  
CARRIE MAE YOAKUM

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

MASTER OF HEALTH ADMINISTRATION

NIKHIL C. GOHOKAR  
ANIL D. HALAPPA  
PRASHANT SHANKARRAO KALE

RODNEY GENE MELTON  
NIKUNJKUMAR TRAMBAKLAL MODI  
ALIYAH REESHA MOHAMMED

MASTER OF PUBLIC ADMINISTRATION

VICKY JEAN KOONTZ PAYNE  
JUSTIN THOMAS PURO

RAFAEL RODRIGUEZ

MASTER OF SCIENCE IN KINESIOLOGY

RISHIKA AJITKUMAR MOTIANI

DAVID MORGAN STOCKTON

MASTER OF SCIENCE IN NURSING

CHAD ERIC BROWNLOW  
MELODY GAIL ROBBINS CHANDLER  
JOSEPH LEFIEVER CLARK IV  
PRASHANTHI CYNTHIA D'SILVA

KIMBERLEE HICKS JENKINS  
CYNTHIA ANN UZL LESS  
SUE SEWELL  
MOBY ANU THOMAS

MASTER OF SCIENCE IN RADIOLOGIC SCIENCES

DEANNE DODSON COLLINS  
JENNETT MARIE INGRASSIA  
STEPHANIE LYNN JORDAN  
TIMOTHY LEE LAMBRECHT  
CHARLES EDWARD LOCKETT  
MYRIAM IVELLISSE MATOS-VALE  
ANGELIC PARDO MCDONALD

VICTORIA LYNN SANDERS  
JOHN F. TROMBLY  
VICKIE LANETTE MEACHAM VAN SANT  
RANI KUTTAPPAN VARGHESE  
TIFFANI MICHELLE WALKER  
GEORGE MICHAEL WALLISH

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

MASTER OF ARTS

MARY TEMITOPE AKINWOLEMIWA  
CORTNY CHRISTINE BATES  
JOSEPH TREY COX III  
LAM BAG DUONG

STEPHANIE DAWN HAYDEN  
SUMMER NICOLE HICKMAN  
KATIE R. ORTIZ  
DANIELLE ELISE SEARLES

COLLEGE OF SCIENCE AND MATHEMATICS

MASTER OF SCIENCE

ADEYOSOLA A. ADEBIYI  
JAMES GORDON GARDNER  
JAMES DEAN HOLMAN

GHANDGHANLA SALGOMEN LOMPO  
SACHIN ANIL YAWALKAR

**PROPOSED ACADEMIC CALENDAR  
MIDWESTERN STATE UNIVERSITY  
2007-2008**

Summer Semester 2009

**First Term:**

Friday	May 1	Priority deadline for Application for Admission
Friday	May 15	Deadline for Application for Admission
Monday	May 25	Memorial Day – University closed
Tue.-Wed.	May 26-27	Reenrolling Students can register by classification
Thursday	May 28	Orientation- new students Registration continues by alpha
Friday	May 29	Registration
Monday	June 1	Classes begin (20 days with 2 hr classes)
Friday	July 2	Final Examinations

**Second Term:**

Monday	June 1	Priority deadline for Application for Admission
Monday	June 15	Deadline for Application for Admission
Thursday	July 2	Orientation & Registration
Monday	July 6	Last day to file for August graduation
Monday	July 6	Classes begin (20 days with 2 hr classes)
Thursday	August 6	Final Examinations

Summer I & II Class Meetings: 20 (includes Finals)

Classes meet Monday through Thursday. University offices open Monday through Friday.

**Policy 2.24****BOARD CONTRACT SIGNING AUTHORIZATION****Date Adopted/Most Recent Revision: 5/11/01****A. General**

The President of Midwestern State University, or his designate, is authorized to sign all contracts for the purchase of goods or services if the total amount of the specific contract is:

1. previously approved by the Board; or
2. part of a local, state, or national grant for educational services to the university; or
3. \$50,000 or less; or
4. within the range specified by the Board of Regents for construction contracts.

**B. Contract Review Requirements**

1. All contracts in the amount of \$10,000 or less may be authorized at the department level; the signature of one vice president, the provost, or the president is required.
2. All contracts ranging from \$10,000.01 - \$50,000 must be authorized by one vice president, the provost, or the president, and the Vice President for Administration and Finance.
3. All contracts which exceed \$50,000 must be approved by the university's General Counsel, and signed by the President or the Vice President for Administration and Finance. Should the university's General Counsel not approve the contract, Board of Regents authorization will be required.

**Service Contracts**

~~The President, or his designate, is also authorized to sign all service contracts relating to the on-going operations of the university which do not involve the expenditure or receipt of funds.~~

**C. Employment Contracts & Notices of Employment**

The President, or his designate, is further authorized to sign all contracts and notices of employment for university personnel.

**D. Real Estate**

Contracts for the purchase or sale of real property must be signed by an appropriate member the chairperson of the Board of Regents or his/her designee.

Policy 2.338

UNIVERSITY BOARDS, COUNCILS & COMMITTEES

Administrative Council

A. Purpose

To serve as an advisory group to the President. The group will provide an opportunity for the major segments of the university to discuss important university issues. Actions recommended by the Faculty Senate or other university councils that require Board approval will be reviewed by the Administrative Council, as will all recommended changes to the *MSU Policy Manual*. Other members of the faculty or administration will be invited to participate in meetings of the Council as needed.

B. Personnel

The President (chair), the Provost, the Vice Presidents, the Chair of the Faculty Senate, the Chair of the Staff Senate, the President of the Student Government Association or his/her representative, the Associate Vice Presidents, the Associate Provost, the Director of Athletics, the Director of Public Information and Marketing, the Director of Human Resources, and the Director of Board and Government Relations. ~~Executive Associate to the President.~~

\*\*\*\*\*

Competitive Scholarship Committee

A. Purpose

To receive and review applications and to award general academic competitive scholarships.

B. Personnel

Director of Admissions, Chairperson; Financial Aid representative; International Services representative; and the Coordinator of University Scholarships.

\*\*\*\*\*

University Data Standards/Security Committee

a. Purpose

To provide oversight for all matters involving ~~Banner~~ data standards and related data security protocols. The committee will make recommendations on determining access, use, manipulation, and security of all data stored within or extracted from Banner. The committee will review and approve all modifications to the Data Standards Manual and all modifications to the Banner system involving shared data or security matters.

b. Personnel

Director of Institutional Research, Planning and Assessment (chair), one representative from each of the following areas: Office of the Registrar, Admissions, Business Office, Financial Aid, Human Resources, Payroll, Institutional Research, International Services, Student Affairs, and Academic Affairs; the Banner Project Manager, the University Webmaster, a faculty representative, and two representatives from Information Systems representing technical and security issues.

c. Reports To: Vice President for Institutional Effectiveness and Enrollment Management and Vice President for Administration and Finance.

Policy 3.212

STAFF HIRING PROCEDURES

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

**A. Initiation of Employment Procedures**

1. **Personnel Requisition** ~~To initiate the hiring process a supervisor must first complete a Personnel Requisition Form (PRF) and send it to the director, dean, Provost or appropriate Vice President, and President for approval. The form is then routed to the Business Office for action.~~
2. **Applications for Available Positions** ~~Applicants for staff positions requiring college degrees may apply either through the Texas Workforce Commission (TWC) or the MSU Human Resources Department using standardized State of Texas job applications which can be obtained from the TWC or its online website, or the Human Resources Department. The applications must be returned to the Human Resources Department, which will conduct an initial screening to insure that applicants meet minimum qualifications before forwarding the applications to the hiring department. The hiring supervisor will select the most qualified applicants and contact the Human Resources Department to arrange interviews.~~
3. **Advertising of Available Position**
  - a. ~~When a vacant position is to be filled, it will be listed with the Texas Workforce Commission (TWC) and in such other places as deemed appropriate by the Human Resources Department in order to meet legal requirements and attract a diverse and qualified pool of applicants.~~
  - b. ~~The placement and payment of paid advertisements for open staff positions will be the responsibility of the hiring department or applicable search committee.~~
  - c. ~~All job postings and/or advertisements must be approved by the Human Resources Department and will include, but not necessarily be limited to, the following:~~
    1. ~~a summary description of the work to be performed and the essential functions of the position;~~
    2. ~~any educational, licensing, certification, testing, or skills requirements;~~
    3. ~~the minimum amount of previous experience desired, if any;~~
    4. ~~any physical requirements specific to the position;~~
    5. ~~application procedures;~~
    6. ~~a statement that MSU is an EEO/ADA compliance employer;~~
    7. ~~and a statement that a background check is required if the position is considered security sensitive.~~
  - d. ~~No opening shall be advertised until a Personnel Requisition Form (PRF) has been completed and approved by the appropriate parties, and the opening has been posted with the TWC. Texas Government Code 656.024 requires that vacant positions be posted with the TWC for a minimum of ten (10) work days unless the Human Resources Department advises the TWC that the position has been filled.~~

**4. Internal Promotions**

~~It is not required that a vacant position be advertised if it is to be filled by internal promotion. An internal promotion is the promotion of a current employee to a higher position reporting to the same immediate supervisor.~~

**A. Authorization to Employ**

1. **Vacancies of Budgeted Positions.** Positions listed in the current fiscal year's budget are approved de facto for refilling unless official notice or cancellation has been issued by the President.
2. **New Staff Positions.** New staff positions can be created only by written approval of the President with prior approval given by the Chairperson of the Board of Regents.
3. **New Staff Titles/Changes to Existing Titles. The addition of new titles and changes to existing titles require approval of the President and ratification by the Board of Regents.**
  - a. In order to request approval for a new title or to change an existing position's title, the appropriate request form must be submitted through the respective administrative head to the Director of Human Resources.
  - b. The director, dean, or other administrator submitting the request must provide justification of the need for the addition or revision of a title, including any significant changes in an existing position's responsibilities or requirements.
  - c. Except in unusual circumstances, a departmental reorganization should not be requested outside of the normal budget cycle process.
4. **Salaries.** The salaries for replacement positions will be determined by wage and salary scales in effect at the time the vacancy occurs. (Refer to the MSU Classified Pay Plan current classified pay plan booklet for classified positions; and compensation policy #3.226 for unclassified positions.)
  - a. Ordinarily, classified positions will be advertised and filled at the starting salary for the position as listed in the current classified pay plan; however, with prior approval of the President, such positions may be advertised with a range between the starting salary and the current budgeted salary for that position. depending upon experience and qualifications. If the advertised salary is approved with a range, the salary will be offered at a level commensurate with the applicant's experience and qualifications.
  - b. The starting salary for a classified position may not be higher than the advertised starting salary for that position without prior approval of the Provost or appropriate Vice President, Director of Human Resources, and President.
  - c. In the event a classified staff member accepts an offer of employment to fill an open position in another department in the same job title, job class code, and pay grade currently held by the member, then that staff member will receive the same salary rate as before the lateral transfer, depending upon availability of funds.



**B. Initiation of Employment Procedures**

1. Personnel Requisition. To initiate the hiring process a supervisor must first complete a Personnel Requisition Form (PRF) and send it through the director, dean, Provost or appropriate Vice President, budget office, Director of Human Resources, and the President for approval to fill the position.
2. Advertising of Available Position
  - a. When a vacant position is to be filled, it will be listed with the Texas Workforce Commission (TWC), the MSU website, and in such other places as deemed appropriate by the Human Resources Department in order to meet legal requirements and attract a diverse and qualified pool of applicants. Texas Government Code 656.024 requires that vacant positions be posted with the TWC for a minimum of ten (10) working days unless the Human Resources Department advises the TWC that the position has been filled.
  - b. No opening shall be advertised to the public until a PRF has been completed and approved by the appropriate parties, and the opening has been posted with the TWC.
  - c. The placement and payment of paid advertisements for open staff positions will be the responsibility of the hiring department.
  - d. All job postings and advertisements must be approved by the Human Resources Department and will include, but not be limited to, the following:
    - i. a summary description of the work to be performed and the essential functions of the position;
    - ii. any educational, licensing, certification, testing, or skills requirements;
    - iii. the minimum amount of previous experience desired, if any;
    - iv. any physical requirements specific to the position;
    - v. the application procedures;
    - vi. a statement that MSU is an EEO/ADA compliance employer; and
    - vii. notice if the position is designated as security sensitive and requires a background check.
3. Internal Promotions - It is not required that a vacant position be posted with the TWC or advertised if it is to be filled by internal promotion. An internal promotion is the promotion of a current employee to a higher position reporting to the same immediate supervisor.

**C. Screening and Interviewing Applicants**

1. Applications for Available Positions. Applications are accepted only for available open positions. Applicants for staff positions requiring a college degree may apply either through the TWC or the MSU Human Resources Department using the standardized State of Texas Application Form which can be obtained from the TWC office, the TWC website, or the MSU Human Resources Department. Applicants for staff positions not requiring a college degree must apply through

the TWC; however, current MSU employees, with the exception of those in student or temporary categories, are not required to apply through the TWC and may apply directly through the Human Resources Department. All applications are received by the Human Resources Department where an initial screening is performed and applicant information is recorded for statistical purposes. Applications, resumes, and cover letters, if any, are forwarded to the hiring supervisor or search committee for review.

2. **Skills Testing.** Clerical skills testing will be done at the Texas Workforce Commission TWC under standardized testing procedures. To avoid violating federal guidelines regarding the testing of applicants, hiring departments should make no attempt to test applicants without prior approval from the Human Resources Department.

**Interviewing by Supervisors** The Human Resources Department will refer qualified applicants, along with an Employment Application, a Personnel Referral Form, and any other pertinent data (such as a resume) to the appropriate supervisor for a personal interview, and the supervisor will notify the Human Resources Department of those applicants he/she wishes to interview. The Human Resources Department will then contact the selected applicants to arrange personal interviews. To as great an extent as possible, interview questions should be the same for all applicants and must not include questions of a personal nature unrelated to the applicant's ability to meet the requirements of the position. Examples of such prohibited questions would include, but not necessarily be limited to, questions that relate to the applicant's marital or parental status, age, race, religion, gender, national origin, or disability. Supervisors desiring assistance in preparing a list of appropriate questions should contact the Human Resources Department.

3. **Interviewing Applicants.** After reviewing the applications, the supervisor or search committee will complete and submit the Staff Hiring Screening Matrix form to Human Resources, ranking the applicants' qualifications and indicating those applicants chosen for interview. Preferably, no fewer than three applicants meeting the greatest number of requirements will be selected. The Human Resources Department will review the hiring matrix and will contact the selected applicants to arrange personal interviews with the hiring supervisor or committee. To as great an extent as possible, interview questions should be the same for all applicants and must not include questions of a personal nature unrelated to the applicant's ability to meet the requirements of the position. Examples of such prohibited questions include those that relate to the applicant's marital or parental status, age, race, color, religion, gender, national origin, or disability. Interview questions should be submitted in advance to the Director of Human Resources for review and will be kept on file with the position requisition. Supervisors desiring assistance in preparing a list of appropriate questions should contact the Human Resources Department.
4. **Reference Checks** After a qualified applicant has been personally interviewed by a supervisor, that supervisor may request the Human Resources Department to perform reference checks. Reference checks will be made only by the Human

Resources Department or by the supervisor with prior approval of the Human Resources Department.

5. ~~Selective Service Registration~~ The university is required by state law to verify that all new male employees have either registered with Selective Service or are exempt under federal law (Texas Government Code 651.005). The Human Resources Department will be responsible for providing such verification. Failure to register as required by law will be grounds for removal from university employment.

#### D. Selection

The university acknowledges the fact that hiring decisions, by their very nature, must include subjective evaluations of an individual's qualifications for a specific position; however, to as great an extent as possible, supervisors must base their hiring decisions on measurable, quantifiable, and objective criteria and must NOT in any way base their decisions on an applicant's marital or parental status, age, race, color, religion, gender, national origin, or disability. To assist supervisors in this regard, the Human Resources Department will provide an Interview/Applicant Evaluation Assessment Form to be completed on each applicant interviewed.

#### E. Offers of Employment

1. **Notification of Selection.** The hiring supervisor selects an applicant from among those interviewed for the position and notifies Human Resources of the selection by returning the Applicant Evaluation Form Personnel Referral Form to the Human Resources Department and stating the agreed upon salary and starting date. **NOTE:** At the conclusion of the selection process, all applications received for the position the application forms and all evaluation referral forms for all candidates that were interviewed, referred for supervisor interviews must be completed, as necessary, and must be returned to the Human Resources Department by the hiring supervisor or search committee.
2. **Reference Checks.** After a qualified applicant has been personally interviewed by a supervisor or committee and is selected for hire, the Human Resources Department will perform reference checks. Reference checks will be made only by the Human Resources Department or by the hiring supervisor or search committee, with prior approval of the Human Resources Department. A background check will be conducted as required by Policy 3.349 if the position is designated as security sensitive.
3. **Selective Service Registration.** The university is required by state law to verify that all new male employees have either registered with Selective Service or are exempt under federal law (Texas Government Code 651.005). The Human Resources Department will be responsible for providing such verification. Failure to register as required by law will be grounds for removal from university employment.

~~Formal Offer of Employment Official offers of employment shall be made only by the Director of Human Resources or the Director's designee. The hiring supervisor will immediately be informed of the applicant's acceptance or rejection of the offer to employ. The Human Resources Department is responsible for ensuring that each new employee receives the proper pre-employment orientation, to include sexual harassment/discrimination awareness training, that all pre-employment forms are properly completed, and that the new employee is placed on the university payroll.~~

4. Formal Offers of Employment. Official offers of employment shall be made only by the Director of Human Resources or the Director's designee. The hiring supervisor or committee will immediately be informed of the applicant's acceptance or rejection of the offer to employ. A conditional offer of employment may be made, contingent upon successful completion of a criminal background check if one is required.
5. Minority Employment Review. After the Human Resources Department has made an official offer of employment and that offer has been accepted by the applicant, the hiring supervisor will complete the Minority Employment Review Form and return it promptly to Human Resources which will review hiring actions to ensure EEO compliance.
6. Employment Physical Examinations. All applicants who are hired into positions with specific physical strength requirements, such as custodians, groundskeepers, skilled craftsmen, power plant operators, etc., will be required to take a physical examination to verify their ability to perform the minimum qualifications for the job. Employees who are disqualified based on the physical exam will be advised of the physical problem and provided an opportunity to take another exam at their expense. If the disqualification cannot be corrected and if the job cannot be redesigned or a reasonable accommodation provided, or if the employment will result in a serious injury or physical problems to the employee or co-workers, he/she may be terminated.
7. New Employees. Within the first 30 days of employment, the Human Resources Department will contact new employees to ensure that each person hired attends new employee orientation, to include sexual harassment/discrimination awareness, ethics, and other required training, that all employment forms and benefits enrollments are properly completed, and that the new employee is placed on the university payroll (see MSU Policy 3.326).

STUDENT SERVICES  
COMMITTEE

## Student Services Committee

### Membership

Charlye Farris, Chair

Lynwood Givens

Carol Gunn

Jane Spears

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.

### Reading and Approval of Minutes

09-29. The minutes of the Student Services Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-29.

### Student Government Report

09-30. A representative of the MSU Student Government Association will update the board on recent activities.

### Americans with Disabilities Act (ADA) Annual Report

09-31. This report is presented as information of the board and is shown in Attachment 09-31.

**STUDENT SERVICES  
COMMITTEE ATTACHMENT**



## Americans with Disabilities Act Annual Report

Disability Support Services (DSS) is committed to providing equal opportunities in higher education to academically qualified students with disabilities. It is the mission of DSS to integrate students as completely as possible into the university community. The university shares responsibility with the student for modifying campus facilities and programs to meet individual needs.

For the 2007-08 academic year, DSS had 4,771 contacts with students, faculty, staff, and community members. This included 23 intake interviews with new students, 1,074 follow-up counseling sessions, 883 consultations with faculty and staff, 234 consultations with community agencies or individuals seeking assistance, 1,563 contacts with instructors about testing accommodations for students, 126 application packets distributed, and 367 tests proctored in the DSS office. One hundred two students were registered with DSS and seven graduated during the year. Two scholarships were awarded to outstanding students who were registered with the department.

DSS had expenditures of \$23,040 for sign language interpreters, \$28,350 for Captioning and Real Time (CART) services, \$319 for Braille services, and \$8,297 for adaptive equipment (computer software, tape players, CD players, screen magnifier, scanning and reading apparatus, etc.), membership to Recordings for the Blind & Dyslexic (which allows all students access to books on CD at no charge to the student), and other miscellaneous costs associated with providing accommodations to students with disabilities.

MSU is an institutional member of the National Association of Higher Education & Disability (AHEAD), the Association of Higher Education & Disability in Texas (AHEAD in Texas), Recordings for the Blind & Dyslexic (RFB&D), and the Texas Text Exchange Program.

DSS has already had a significant increase in applications and requests for information in the current school year. MSU continues to build a reputation as a proactive example of accessibility and inclusion in higher education to the campus and the community.

UNIVERSITY DEVELOPMENT  
COMMITTEE

## University Development Committee

### Membership

Stephen Gustafson, Chairman

Charles Engelman

Charlye Farris

Jane Spears

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.

### Reading and Approval of Minutes

09-32. The minutes of the University Development Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-32.

### Summary of Gifts, Grants and Pledges 9/1/07- 8/31/08

09-33. This report is shown as Attachment 09-33 and is presented as information only.

### Summary of Financial Support 9/1/08- 10/03/08

09-34. This report is shown as Attachment 09-34 and is presented as information only.

# UNIVERSITY DEVELOPMENT COMMITTEE ATTACHMENTS

Summary of Gifts, Grants and Pledges  
2007/2008

	9/1/2007	10/6/2007	1/19/2008	4/12/2008	7/12/2008	Total
	10/5/2007	1/18/2008	4/11/2008	7/11/2008	8/31/2008	Year to Date
MSU General Support (Library, Scholarships, etc. )	\$700	\$96,054	\$22,153	\$45,815	\$19,095	\$183,817
West Foundation						
West College of Education	\$71,055					\$71,055
Joint Proposal with WFISD	\$85,124					\$85,124
Perkins Prothro Foundation						
Prothro-Yeager College of Humanities/Social Sciences		\$25,000				\$25,000
French Scholarships		\$6,000				\$6,000
The Priddy Foundation						
College of Science and Mathematics		\$1,000,000				\$1,000,000
Shanor Foundation						
Student Ambassadors		\$12,000			\$12,000	\$24,000
Kirk Edwards Foundation		\$40,000				\$40,000
Fain Foundation			\$250,000			\$250,000
Juanita and Ralph Harvey Art Endowment			\$100,000	\$119,375	\$34,075	\$253,450
Wichita County Educational Foundation		\$10,000		\$10,000		\$20,000
Waggoner Foundation						
Health Science Scholarships				\$15,000		\$15,000

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	4/12/2008 7/11/2008	7/12/2008 8/31/2008	Total Year to Date
Jim and Vicki McCoy - Engineering Building (2007/2008 pledge commitment)		\$83,333				\$83,333
(2006/2007 pledge commitment)					\$666,667	\$666,667
McCoy Engineering Endowment		\$100,000				\$100,000
McCoy Foundation - Engineering Building				\$166,667		\$166,667
Mr. and Mrs. D. Phil Bolin Mechanical Engineering Labs			\$500,000			\$500,000
Liberty Bell Replica				\$75,000	\$134,000	\$209,000
Bryant Edwards Foundation			\$250,000			\$250,000
Hardin Foundation			\$10,801			\$10,801
Roy and Gretta Hogan Foundation				\$20,000		\$20,000
Welch Foundation				\$40,000		\$40,000
Chemistry Department						
Greater Texas Foundation						
Rising to the Challenge Scholarship Program					\$25,000	\$25,000
Generation Proud Scholarship Program					\$25,000	\$25,000
Vinson Health Center						
Ann Vinson					\$34,000	\$34,000
Robert E. Vinson					\$34,000	\$34,000
Robert E. Miller					\$34,000	\$34,000
Elvin Kays-Give Something Back Endowment	\$200		\$100			\$300
Hood Mass Communication Endowment	\$1,150			\$100		\$1,250

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	4/12/2008 7/11/2008	7/12/2008 8/31/2008	Total Year to Date
Dawson Respiratory Care Endowment	\$200	\$25	\$1,000	\$400		\$1,625
Grace Scholarship Endowment	\$4,365					\$4,365
Kiowa Kooks/Art Beyer Endowment		\$10,000				\$10,000
Team Arrow Cycling Endowment		\$10,000				\$10,000
Operations					\$20,000	\$20,000
Linda Hawley Nursing Endowment		\$2,000		\$1,000		\$3,000
Mad Medics Music Endowment		\$450				\$450
Tom Blakeney Athletics Endowment		\$10,000				\$10,000
Ball/Boys-Girls Club Endowment		\$10,000		\$22,109		\$32,109
R. J. Moran Endowment		\$25,000				\$25,000
Madera Professorship Endowment		\$50,500				\$50,500
Ramona and Leroy Daniel Endowment		\$1,875	\$675			\$2,550
Scheurer Engineering Endowment		\$11,050				\$11,050
Lindemann Nursing Endowment		\$1,965		\$500		\$2,465
NT Restaurant Association Endowment		\$3,500				\$3,500
Watkins Geology Endowment		\$850				\$850
Work Services Corporation Endowment		\$10,000				\$10,000

	9/1/2007 10/5/2007	10/6/2007 1/18/2008	1/19/2008 4/11/2008	4/12/2008 7/11/2008	7/12/2008 8/31/2008	Total Year to Date
Smith Scholarship Endowment		\$50,000				\$50,000
Thomas/Fortune Business Endowment			\$840	\$25		\$865
Campbell Humanities Endowment			\$100	\$35		\$135
Atkins Education Endowment			\$2,500	\$2,500		\$5,000
Horner Biology Endowment			\$100			\$100
Louis J. Rodriguez Endowment				\$35		\$35
Newton Music Endowment				\$500		\$500
Brian Lawrence Endowment					\$150	\$150
King Education Endowment					\$15,000	\$15,000
WF Museum of Art at MSU						
Cash		\$17,750	\$1,300		\$1,000	\$20,050
Texas Higher Education Coordinating Board						
Texas Quality Grants Program - Middle	\$86,893					\$86,893
School Mathematics						
Texas Governor's School				\$162,000		\$162,000
President's Excellence Circle						
2005/2006		\$250				\$250
2006/2007		\$5,650	\$1,275	\$950		\$7,875
2007/2008 (campaign total to date)		\$227,242	\$31,425	\$71,552	\$93,140	\$423,359
Annual Fund	\$27,425	\$168,594	\$96,378	\$82,279	\$23,056	\$397,732



	9/1/2007	10/6/2007	1/19/2008	4/12/2008	7/12/2008	Total
	10/5/2007	1/18/2008	4/11/2008	7/11/2008	8/31/2008	Year to Date
Alumni Association	\$10,255	\$7,570	\$1,265	\$1,095	\$180	\$20,365
2,307 (2007-2008 membership)						
(includes 527 lifetime members)						
Athletics						
Mustang Athletic Club						
Cash	\$2,500	\$6,150	\$6,775	\$23,521	\$48,823	\$87,769
In-Kind	\$81					\$81
Corporate Sponsors						
Cash	\$21,325	\$23,175	\$12,125	\$2,375	\$3,500	\$62,500
Fantasy of Lights	\$27,935	\$23,371	\$1,006	\$120	\$12,695	\$65,127
<b>TOTAL</b>	<b>\$339,208</b>	<b>\$2,049,354</b>	<b>\$1,289,818</b>	<b>\$862,953</b>	<b>\$1,235,381</b>	<b>\$5,776,714</b>
Scholarship Funds from Outside Sources						
(not actual gifts to university)	\$42,556	\$147,505	\$54,988	\$96,560	\$313,980	\$655,589

## Summary of Pledges

<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			\$166,666
Jim and Vicki McCoy - Engineering Building			\$666,666
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			\$136,000
Robert E. Miller			\$136,000
Mr. and Mrs. Robert E. Vinson			\$136,000
Welch Foundation			\$80,000
Chemistry Grant			
Harvey Art Endowment			\$400,000
<b>PLEDGES OUTSTANDING</b>			<b>\$8,104,594</b>

**Summary of Financial Support**  
**Midwestern State University, Midwestern State University Foundation Endowments**  
**and MSU Charitable Trust Endowments**

	9/1/2008 10/3/2008	Total Year to Date
<b>MSU General Support</b>		
(Scholarships, Museum, etc.)	\$2,700	\$2,700
<b>West Foundation</b>		
West College of Education grant	\$100,250	\$100,250
Joint Proposal with WFISD	\$12,700	\$12,700
<b>Shaw Foundation</b>	\$6,000	\$6,000
<b>Bridwell Foundation</b>	\$291,667	\$291,667
Engineering Building		
<b>Texas Pioneer Foundation</b>	\$25,000	\$25,000
<b>Contributions to MSU Foundation Endowments</b>	\$9,720	\$9,720
<b>Contributions to MSU Endowments</b>	\$585	\$585
<b>Contributions to MSU Charitable Trust Endowments</b>	\$960	\$960
<b>President's Excellence Circle 2008/2009</b>	\$9,067	\$9,067
<b>Annual Fund</b>	\$19,883	\$19,883
<b>Alumni Association</b>		
1,132 (2008-2009 membership)	\$5,145	\$5,145
(includes 527 lifetime members)		
<b>Athletics</b>		
<b>Mustangs Athletic Club</b>		
Cash	\$8,758	\$8,758
In-Kind		
<b>Corporate Sponsors</b>		
Contributed Services	\$172,750	\$172,750
Cash	\$30,125	\$30,125
<b>Fantasy of Lights</b>	\$18,051	\$18,051
<b>Scholarship Funds from Outside Sources</b>	\$79,618	\$79,618
<b>TOTAL</b>	<b>\$792,979</b>	<b>\$792,979</b>

# ATHLETICS COMMITTEE

## **Athletics Committee**

### Membership

Ben Wible, Chairman  
Charles Engelman  
Stephen Gustafson  
Shawn Hessing

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.

### Reading and Approval of Minutes

09-35. The minutes of the Athletics Committee meeting August 7, 2008, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 09-35.

### Athletics Status Report

09-36. Information will be provided concerning athletics at Midwestern State University.

**BOARD OF REGENTS  
MEETING AGENDA**

**Board of Regents Meeting Agenda**  
**November 14, 2008**  
**9:00 a.m.**

Board of Regents Membership:

Munir A. Lalani, Chairman  
Carol Carlson Gunn, Ph.D., Vice Chair  
Stephen A. Gustafson, Secretary  
Charles E. Engelman  
Charlye O. Farris  
F. Lynwood Givens, Ph.D.  
Shawn G. Hessing  
Jane W. Spears  
Ben F. Wible  
Haley Lain, Student Regent

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

09-37. Minutes of the regular Board of Regents meeting August 7, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 09-37.

Reading and Approval of Minutes

09-38. Minutes of the regular Board of Regents meeting August 8, 2008, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 09-38.

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

Presidential Performance and Compensation Review Committee Appointment

09-39. A Presidential Performance and Compensation Review Committee will be appointed to make a recommendation to the Board of Regents at the February 2009 meeting concerning the university president's performance and contract.

Board Committee Appointments

09-40. Mr. Lalani will present information to the board concerning upcoming committee appointments.

MSU Marketing

09-41. Ms. Janus Buss, Director of Public Information and Marketing, will present information concerning the marketing program at Midwestern State University. The board will have an opportunity to discuss the program and recommendations will be made as necessary.

MSU Student Recruiting Program

09-42. Ms. Barbara Merkle, Director of Admissions, will present information concerning the student recruiting program at Midwestern State University. The board will have an opportunity to discuss the program and recommendations will be made as necessary.

President's Report and Discussion

09-43. Dr. Rogers will present information to the Board concerning various university matters, including:

A. Construction Update

B. Incentive Funds and Nursing Growth Funds



# MINUTES

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Executive Committee  
August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:36 p.m., Thursday, August 7, 2008. Executive Committee members in attendance were Mr. Munir Lalani, Chairman; Dr. Carol Gunn, Vice Chair; Mr. Stephen Gustafson, Secretary; and Mr. Ben Wible. Other regents attending the meeting were Mr. Charles Engelman, Ms. Charlye Farris, Dr. Lynwood Givens, Mr. Shawn Hessing, Ms. Jane Spears, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Ms. Gail Ferguson, Controller; Mr. Kyle Owen, Associate Director of Facilities Services; Mr. Michael Dye, Director of Information Systems; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Ian Van Reenen, 08-09 SGA President. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Chairman Lalani called the meeting to order at 1:36 p.m.

Outside Counsel Agreement, 2008-2009

08-128. Dr. Rogers noted that the university's current Outside Counsel Agreement with Roger Lee of Gibson, Hotchkiss, Roach & Davenport expires August 31, 2008. He indicated that Mr. Lee had served as MSU's Outside Counsel since 1980. The current agreement provides the university the right to extend the term of the agreement for an additional 12-month period beginning September 1, 2008, under the same terms and conditions set forth. The administration requested authorization to extend the agreement for the 2008-2009 fiscal year. Mr. Lalani noted that final authorization would be requested from the Texas Office of the Attorney General.

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

D.L. Ligon Coliseum Project Update and Construction Manager at Risk

08-129. Dr. Rogers reported that planning for the renovation of this facility has been underway for a number of years. During the 80<sup>th</sup> session of the Texas Legislature, tuition revenue bond funding in the amount of \$7.7 million was approved to begin work on renovating this facility. The university then sold an additional \$950,000 in bonds to contribute to

this project. With interest and outside gifts, the total project cost is \$9.368 million. Unfortunately, that is not enough to do everything that must be done in the facility.

Campos Engineering has reviewed the wiring, plumbing, architectural elements, HVAC, and all infrastructure issues of the facility. The administration has also worked with an architectural firm that specializes in athletics facilities. Dr. Rogers noted that it was time for a construction manager to be hired to work on the project. He indicated that because the heavy use of the facility, the project will be done in stages.

The administration requested authorization to negotiate a contract with Electra Construction Company to serve as Construction Manager at Risk for this project (see Attachment 1). Dr. Rogers noted that four firms submitted proposals for this project. He stated that Electra Construction's bid was close to the low bid and they were recommended because of the quality of their past work. He stated that Electra Construction most recently constructed the Dillard Building and is currently working on the Student Health and Recreation Center.

Mr. Gustafson moved approval of this recommendation as presented and Dr. Gunn seconded the motion.

Dr. Givens asked why the firm with the lowest bid was not recommended. Dr. Rogers responded that in a proposal such as this, the university is not required to take the lowest bid. He noted that the complexity of the job requires a great deal of coordination and communication. The committee and the administration felt it was important to select someone the university had experience working with. Mr. Sandoval added that one of the things the committee looked at was the knowledge of the environment of the area because getting the very best price from the sub-contractors is critical. He noted that while the difference in the bids amounted to \$80,000, this amount can be recovered quickly in the sub-contractor bid process. Mr. Owen added that the low bidder did not have the relevant experience with this type of experience.

Mr. Lalani asked if the amount of the construction manager's proposed charge would remain constant or if it would vary depending on the sub-contractor bids. Mr. Owen responded that the construction manager would be locked into the \$895,087 unless the scope of the project is changed. Mr. Engelman stated his understanding that the university would pay Electra this amount for supervising the project – this is their fee. Mr. Owen added that the number is based on the amount of money available for construction. Should the university determine additional money that could be used on this project, the contract would be changed and the construction manager would get a percentage of those added dollars.

Ms. Spears asked when the new Student Health and Recreation Center would be completed. Mr. Lamb responded that it should be opened between mid-January and the first of February, 2009. Ms. Spears asked when Electra Construction would begin work on the Coliseum. Mr. Owens noted that there would be some overlap with planning work beginning on the Coliseum immediately. Mr. Lalani indicated his belief that the organization is quite large and should be able to handle several months of overlapping projects if needed. Mr. Hessing asked if the proposed fee included trip charges or if

there is a hidden cost if someone from outside the area is selected. Mr. Owen responded that all costs are included in the bid number.

Mr. Lalani stated that the board should make the best decision for the university. As a state institution it is important that the public perception not be that the same general contractor is used for all major projects on campus.

There being no further discussion, the motion was approved.

Wichita Falls Museum of Art at Midwestern State University Advisory Board of Directors

08-130. Dr. Rogers reported that when MSU and the Wichita Falls Museum & Art Center negotiated the university taking responsibility for the museum, part of the agreement was that the museum board would include 12 community advisors and three university representatives. The terms of the community members were set for three years and the terms of MSU representatives were set at one year. The Board of Regents is responsible for approving museum board membership. Dr. Rogers recommended the following individuals to fill terms on the advisory board:

Public Members (2008-2011)

Linda Wilson (Reappointment)

Dale Brock

MSU Members (2008-2009)

Juan Sandoval (Reappointment)

Friederike Wiedemann (Reappointment)

Richard Ash

Dr. Rogers reported that Linda Wilson has done yeoman's work as chair of the board. While she has agreed to serve another three-year term on the board, she has only agreed to serve one more year as chair. He noted that Mr. Brock was on the museum board when it became part of MSU and is recommended to serve again. Two other positions are open and Dr. Rogers explained that he was not yet ready to recommend individuals to the board. He therefore requested authorization to work with the Chairman of the Board of Regents to select two additional public members to serve 2008-2011.

Dr. Gunn moved approval of these recommendations as presented. Mr. Wible seconded the motion and it was approved.

Legislative Appropriations Request (LAR)

08-131. Mr. Lalani noted that the administration had prepared the Legislative Appropriations Request (LAR) for FY 2010 and FY 2011 in compliance with directives of the Legislative Budget Board (LBB) and the Governor's Office of Budget, Planning, and Policies. This document must be submitted by August 13, 2008. He stated that while the majority of the document is number and formula driven, specific elements must receive approval of the MSU Board of Regents, including the Administrator's Statement and the list of Exceptional Items. These items were presented for review of the board (see Attachment 2).

Dr. Rogers reported that the LBB will use this document in preparing a base budget that will be recommended to the legislature in January. He noted that 90% of the appropriation the university will receive from the state is formula driven and is based upon credit hour production, number of students graduating, the areas in which they graduate, the number of square feet on campus, and various other quantitative measures. The LAR only includes the non-formula items, such as staff group insurance premiums, workers' compensation insurance, Texas Public Education Grants, Excellence Funding, debt service retirement, and the Small Business Development Center appropriation.

The LAR instructions indicate that requests for non-formula items must be reduced by 10%, or a reduction of \$533,831 for Midwestern State University. Accordingly, the university's first priority is to recover this amount and the university's justification is shown as part of the Exceptional Item listing.

The second Exceptional Item funding priority supports the "Model for Student Success" proposal in the amount of \$4,622.230 over the biennium. This program would reopen the loaned counselor program, provide additional student advising and counseling, and expand supplemental instruction and tutoring. Everything in the proposal relates to student recruitment, retention, and graduation. A smaller version of the program was requested in the 80<sup>th</sup> legislative session.

Dr. Rogers presented the Administrator's Statement for consideration of the board. He noted that this document speaks to the important strategic goals of the university, student demographics, external factors influencing enrollment, and related issues unique to Midwestern State University. This year the administration was instructed to include information related to criminal background checks of new employees.

Dr. Rogers noted that information concerning performance measures is included within the LAR. These measures include the percentage of first-time, degree-seeking freshmen who earn a baccalaureate degree within six years and within four years, the certification rate of teacher education graduates, the percentage of baccalaureate graduates who are first-generation college graduates, and the state licensure rate of nursing graduates. The university is given goals to achieve in these and other areas. A few of these performance targets, labeled as "Key" measures, appear in the Appropriations Bill for each institution

Mr. Gustafson moved approval of this item as presented. Dr. Gunn seconded the motion.

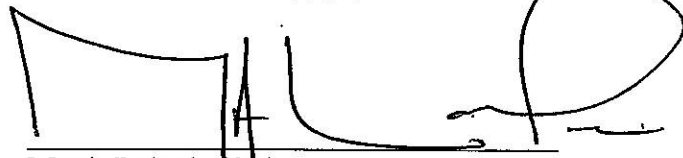
Dr. Givens asked about the expectation for degrees of success and failure. Dr. Rogers responded that it is low. MSU's numbers are 10% of first-time, full-time freshmen graduating in four years and approximately 30% graduating in six years. These numbers need to increase and this is something that the Model for Student Success programs would address.

There being no further discussion the motion was approved.

Adjournment

There being no further business, the Executive Committee discussion concluded at 2:17 p.m.

Reviewed for submission:

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

Munir Lalani, Chairman  
Midwestern State University  
Board of Regents Executive Committee


ATTACHMENT:

1. Ligon Coliseum Construction Manager at Risk Information
2. LAR Administrator's Statement and List of Exceptional Items



3410 Taft Boulevard, Wichita Falls, Texas 76308-2099  
Office: (940) 397-6245 Fax (940) 397-4859

**Memorandum**

**Date:** July 14, 2008  
**To:** Juan Sandoval  
**From:** Allen Goldapp   
**Subject:** Construction Manager at Risk – D. L. Ligon

Four proposals for Construction Manager at Risk were received on June 24, 2008. The contractors submitting proposals were Electra Construction (ECCI) of Wichita Falls (currently constructing the Wellness Center and the Band Hall), Imperial Construction (ICI) of Weatherford (currently renovating Fowler Hall), Harrison, Walker, and Harper, Inc. (HWH) of Paris, Texas, and W.B. Kibler (WBK) of Dallas. While all contractors' credentials were good, ECCI offers the best cost proposal and qualification match for the Ligon project. The Ligon project is going to require a substantial understanding of the local subcontractor market and the ability to maintain some unusual schedule commitments. Although ECCI did not provide the lowest overall cost they were competitive being the second lowest proposer. In addition, the low cost proposer, WBK, has not performed work for Midwestern in the past and they did not demonstrate any particular expertise in a project such as the Ligon renovation. An overview of the offerings was as follows:

	WBK	HWH	ICI	ECCI
Construction Services %	3.5	4.84	7.0	4.5
Estimated Total Cost	\$813,642	\$991,383	\$1,439,029	\$895,087

After evaluation I recommend award of the project to ECCI.



*Midwestern State University*  
Administrator's Statement  
Legislative Appropriations Request Fiscal Years 2010 and 2011

Midwestern State University (MSU) continues to take steps necessary to be a public liberal arts university of the first class with a fine state, regional, and even national reputation. In 2007, MSU was named the number one best value in higher education among state institutions by Consumers Digest.

MSU offers a broad range of academic programs at the undergraduate and graduate levels. The resources of the institution include a beautiful and functional physical plant, modern computer hardware and software, modern equipment in science and engineering laboratories, and an exceptional teaching faculty who are committed to the highest academic standards. The university's goal is to create an institutional environment of the best private colleges at the cost of a state supported institution. MSU draws its student body from 167 counties in Texas, 47 states in the U. S., and 46 different countries throughout the world. The university's student-teacher ratio is 19 to 1. This compares very favorably with the best institutions in Texas and the nation.

The hiring of a highly qualified faculty from major institutions throughout the United States and the dropping of the student-teacher ratio from a high of 24 to 1 to the current 19 to 1 has been made possible by tuition increases that are small enough to keep Midwestern State University affordable but large enough to provide a high quality university experience.

Of Midwestern State University's 6,027 students, 63% are between the ages of 17 and 24 years. As the population of the North Central Texas region remains flat (since 1960) and the number of college age students drops, Midwestern State is attracting an increasing number of students from the larger metropolitan areas of Texas. This demographic shift has allowed a clear focusing of the university's mission as a high quality public liberal arts university with three professional colleges.

The MSU faculty take collective pride in being the foundation of a strong teaching institution. They pursue academic excellence by remaining current in their fields and setting high levels of performance standards for students. Additionally, productive scholarship is pursued by the faculty through research, writing, and artistic presentations and productions. It is the philosophy of the faculty that their artistic and research efforts are best used as teaching tools to create outstanding graduates.

As President of Midwestern State University, and as one who has taught at this university for over 35 years, I am very proud of the new faculty that have been hired to replace numerous faculty who were hired well over 30 years ago. The average age of the university's faculty has dropped dramatically in recent years. In addition, these new faculty have been recruited and hired from some of the best universities in the United States. Significant resources have been put into the recruiting process every year. Midwestern



State University has expanded its outreach to bring in capable, mid-level, and senior administrators to ensure the future of the institution. As part of the hiring process the university's faculty, administration, and Board of Regents have shown the best judgment in not only seeking out the best prepared faculty, staff, and administrators, but determining their qualification beyond academic credentials. The university requires that all new faculty, staff, and administrators undergo criminal background checks prior to hiring.

An increasingly capable student body, an expanding and well-prepared faculty, and a superior physical plant has led MSU to seek special accreditation for all academic programs that have discipline-specific accrediting bodies. The university is moving rapidly to be accredited by the Association for the Advancement of Collegiate Schools of Business, International (AACSB), the National Council for Accreditation of Teacher Education (NCATE), and ABET, Inc. Major efforts to be accredited by these three bodies will result in program enhancements and faculty and research enhancements that will bring Midwestern State University greater recognition for existing strong programs in business, teacher education, and mechanical engineering. In addition, Midwestern State University's administration and faculty made the decision to formally declare its mission when it was accepted into the prestigious organization known as the Council of Public Liberal Arts Colleges (COPALAC). Even though Midwestern State University has three professional colleges which prepare and graduate nearly 50% of the university's graduates, the university prides itself on being an institution with a strong liberal arts emphasis that prepares graduates in all fields with a basic liberal arts and sciences core curriculum. The professional colleges, including business administration, education, and health sciences, strongly rely on the colleges of science and mathematics, fine arts, and humanities and social sciences to prepare their students for the rigors of professional study. Additionally, the administration and faculty collectively believe that the most important part of a college education is found in the basic studies of the liberal arts and sciences.

In order to meet the demands of changing enrollment demographics of Midwestern State University and the growing demands from the state of Texas for graduates in high need fields, the university has engaged in a major project that will enhance the curriculum and improve the academic standing of the university and the university's physical plant for the long-term future. In 2003, Midwestern State University was approved by the Texas Higher Education Coordinating Board (THECB) to offer its first engineering program. The program in mechanical engineering has been established almost totally with private gifts from regional foundations and individuals. Consequently, the university established a mechanical engineering school known as the McCoy School of Engineering. In addition to Mr. Jim McCoy's personal gifts and the McCoy Foundation gifts, the university has been supported by The Priddy Foundation of Wichita Falls, the Bridwell Foundation, and other individual donors. At the present time, the university's manufacturing engineering technology and mechanical engineering department has grown to over 150 majors. Consequently, the university is building a \$7 million plus engineering and physics building.

In addition to the development of mechanical engineering, MSU has added nine new faculty in the departments of nursing, respiratory care, and radiologic sciences. Graduates in these high demand fields have increased from 152 in 2002 to 235 in 2007.

In addition to the much-needed construction described in the previous paragraph, the university is engaged in the construction of a Student Health and Recreation Center that is clearly needed for the health and well-being of the student body. It will play a significant role in attracting students to Midwestern State University. It will also provide a new Health Center in much need by the university's students.

Midwestern State University's demographic shift toward younger students and toward students from outside the commuting area has required the construction and reconstruction of student residence halls. In the past three years the university has completed the total reconfiguration and reconstruction of the university's traditional style residence halls. Additionally, in 2003 construction of Sunwatcher Village, a student apartment style complex, was completed. The demand for student housing on campus has exceeded capacity for the past six years. The demand has grown so great that the university recently sold bonds and construction has begun on a new 260 bed apartment style complex next to the existing Sunwatcher Village. It is anticipated that the demand for housing will continue to increase. It remains the university's plan to provide high quality student housing in order to maintain and increase its enrollment. The completion of the new student housing complex will facilitate a larger freshman class beginning with the fall semester 2009. To a significant degree, the university's ability to provide housing will determine the university's enrollment for the near and long-term futures.

Midwestern State University has been engaged in systematic strategic planning and assessment for the past 30 years. Owing to the dramatic changes in the environment of the university, a new strategic planning effort was initiated in the fall of 2004. This effort has been based on the needs of the Texas Master Plan for Higher Education, "Closing the Gaps," as well as the specific needs of Midwestern State University. As an outgrowth of this planning, Midwestern State University requests one exceptional item totaling \$4.6 million for the biennium. MSU's exceptional item request, *Model for Student Success*, represents a number of strategies to recruit, retain, and graduate students. These initiatives include: partnerships with area public schools enhanced by the efforts of our local P-16 Council; providing student academic counseling to improve college going rates in rural secondary schools in the Region 9 Education Service Area; improving college readiness of prospective students, targeting first generation college students and particularly the growing Hispanic population, by providing supplementary college readiness programs through a summer bridge program and freshman seminar which concentrate on reading and writing, oral communication, and mathematics skills; and continuing academic support of all entering freshmen and transfer students through an academic advising and tutoring center. MSU will provide services to the university's diverse student population, creating an environment of strong minority programs, and cultivating a spirit of growth and student engagement, necessary for student success. This exceptional item request represents Midwestern State University's principal attempt to contribute to the Closing the Gaps state plan for higher education.

As President of Midwestern State University, I thank the Board of Regents, the faculty, and the staff who have been involved in the development of this university. Additionally, I want to thank the state of Texas for the underlying support that provides a high quality education to the people of Texas through Midwestern State University.

Jesse W. Rogers  
President

Midwestern State University Board of Regents

Board Members	Term Expiration Date	Hometown
Munir A. Lalani, Chairman	2010	Wichita Falls
Carol Carlson Gunn, Vice Chairman	2012	Graford
Stephen A. Gustafson, Secretary	2010	Wichita Falls
Charles E. Engelman	2014	Wichita Falls
Charlye O. Farris	2012	Wichita Falls
F. Lynwood Givens	2012	Plano
Shawn G. Hessing	2014	Fort Worth
Jane W. Spears	2014	Wichita Falls
Ben F. Wible	2010	Sherman
Haley Lain, Student Regent	2009	Wichita Falls

***Legislative Appropriations Request***  
**For Fiscal Years 2010 and 2011**  
**Midwestern State University**

The following are the Legislative Appropriations Request Exceptional Item Priorities:

I. Re-instatement of 10% reduction

	<u>FY 2010</u>	<u>FY 2011</u>	<u>Total</u>
a. Institutional Enhancement	\$206,960	\$205,907	\$412,867
b. Excellence Funding	13,000	13,000	26,000
c. Workers' Compensation	47,723	47,241	<u>94,964</u>
Subtotal			\$533,831

II. Model for Student Success      \$2,343,108      \$2,319,122      \$4,662,230

**Total Exceptional Items      \$5,196,061**

**Reinstatement of 10% Appropriations Reduction**

***Institutional Enhancement***

When the Institutional Enhancement line item appropriation was created by the 77th Legislature, the funds were badly needed since Midwestern State University had gone a number of years without significant increases. These funds were rapidly integrated into the university's most fundamental and important operations. The funds largely went into the hiring of new faculty to lower the student /teacher ratio in the College of Science and Mathematics, the College of Health Sciences and Human Services, and in the West College of Education. Additionally, the faculty and staff were given a much deserved raise, with some market salary equity adjustments. As a result of these actions, the funds were woven into the basic operational expenses of Midwestern State University and they continue to represent an underpinning of support necessary to maintain and recruit a quality faculty and staff. In effect, a 10% reduction in these funds would hamper the university's ability to provide educational programs that are essential to Closing the Gaps, the state's master plan for higher education.

***Excellence Funding***

MSU faculty take collective pride in being the foundation of a strong teaching institution pursuing academic excellence by remaining current in their respective fields and setting high levels of performance standards for students. Excellence funding allows for productive scholarship through research, writing, and artistic presentations and productions. Midwestern State University is concerned that a 10% reduction of these funds will negatively affect the great strides that have been achieved in providing appropriate instructional and research support that create outstanding graduates.

### *Workers' Compensation*

Midwestern State University has done a remarkable job at containing these costs and it would be inequitable to penalize the great strides already accomplished for the past several years.

## Model for Student Success

### **Preparation & Persistence**

Midwestern State University's Model for Student Success represents efforts to recruit, retain, and graduate students by employing a number of measures. Those measures include: the forming of partnerships with area public schools enhanced by the efforts of our local P-16 Council; providing student academic counseling to improve college going rates in rural secondary schools in the Region 9 Education Service Area; improving college readiness of prospective students, targeting 1<sup>st</sup> generation college students and particularly the growing Hispanic population, by providing supplementary college readiness programs through a summer bridge program and freshman seminar which concentrate on reading and writing, oral communication, critical thinking, and mathematics skills; and continuing academic support of all entering freshmen and transfer students through an academic advising and tutoring center. MSU will provide services to the university's diverse student population, creating an environment of strong minority programs, and cultivating a spirit of growth and student engagement, necessary for student success. This request for \$4.6 million over the biennium represents Midwestern State University's major attempt to contribute to the Closing the Gaps state plan for higher education.

- **Loaned Counselor Program**

Within the Region 9 Education Service Area, there are a considerable number of schools without school counselors. Midwestern State University will add six (6) Licensed School Counselors to serve the campuses of rural, independent school districts within the Region 9 Education Service Area that do not have an academic counselor. The Loaned Counselor Program will target students in grades 8-12 in the identified school districts to promote college awareness and curriculum preparedness, and enhance post-secondary education applications and admissions.

- **Advising and Tutoring Center**

In an effort to help beginning freshmen successfully transition to a university environment, students will be advised, monitored, and afforded essential academic assistance through the existing Midwestern State University (MSU) Academic Support Center and a new MSU Advising and Tutoring Center. All beginning freshmen will enroll in a seminar course to introduce them to college level coursework, identify areas of academic interest, and foster participation in the academic community. The course will refine and enhance students' competencies in reading, written and oral communication, mathematics, critical thinking, and information processing strategies. The Advising and Tutoring Center is a new strategic planning initiative that will meet the advising needs of all beginning freshmen (up to 24 earned hours) and all non-beginning freshmen who are identified at-risk students, including Texas Success Initiative (TSI) responsible students and conditionally admitted students. MSU currently employs a decentralized, faculty-



based, prescriptive advising model, one that affords little opportunity for professional, developmental advising of students. There is compelling research on the critical role academic advising plays in student academic engagement, the formation of foundational relationships with the faculty and the university, and effective educational planning. Successful exploratory and developmental academic advising will increase student retention and success, particularly within the first college year. Furthermore, as formal tutoring services are not generally available on the MSU campus, these services will be available to all students through the new Advising and Tutoring Center.

- **Supplemental Instruction Program**

One of the most successful student retention tools employed by Midwestern State University has been a small, but effective, supplemental instruction program. Supplemental instruction is chosen for those courses with the highest failure rates. Some of the courses include general and organic chemistry, principles of accounting, calculus based physics, and courses that comprise the university's core curriculum ranging from rhetoric and composition to intensive reading courses, such as political science and history. In this program upperclassmen with exceptional academic records are employed to attend selected courses in order to prepare them to hold help sessions for enrolled students. These help sessions are extended as necessary and have proven to be of utmost importance in reducing the failure rate in numerous core courses and upper level advanced courses requiring high levels of critical thinking. It is the university's desire to dramatically expand this academic support effort.

- **University Writing Center**

Midwestern State University has required a rising junior writing proficiency exam for the past 25 years. The increasing failure rate on this writing examination is consistent with the diminishing writing skills of the freshman class that has been observed over the past 15 years. In order to remove this obstacle to graduation, the university proposes to establish a writing center devoted to all students at all levels. The writing center would also oversee the freshman writing program and ensure writing capability at all levels prior to a student's graduation. Consequently, the university will hire an experienced writing center director who will serve as an English faculty member and hold a Ph.D. Additionally, the university is requesting funds for the hiring of an experienced faculty devoted to writing classes and writing skills. These faculty will replace totally the use of graduate students in the university's core writing program.

- **Counseling Center**

Through personal counseling, professional staff can assist students in navigating an array of personal problems that often affect their persistence to a degree and help them decide on the career they will pursue after graduation. The International Association of Counseling recommends that "every effort should be made to maintain minimum staffing ratios [in counseling centers] in the range of one F.T.E. professional staff member (excluding trainees) to every 1,000 to 1,500 students, depending on services offered and other campus mental health agencies." In order to reach a ratio of 1:1260, Midwestern State University intends to add two professional counselors. A counselor specifically trained in career and interest-based testing would also be added.

- **P-16 Council Enhancement**

In order to help K-12 teachers in the Region 9 Education Service Area instill appropriate thinking and study skills in their students, and in order to support the loaned counselor program, Midwestern State University intends to provide summer in-service training workshops which focus on strategies for teaching and assessing higher-order thinking and information processing skills as well as study skills. The goal is to support and enhance teaching that influences students' long-term academic success and college readiness.

- **Attracting Hispanic and First Generation Students**

In order to attract the student population targeted by the Closing the Gaps initiative, it is imperative that admissions officers reach prospective students' parents. Midwestern State University intends to institutionalize two bilingual admissions office positions that will target and work with prospective Hispanic and first generation students and their parents.

- **Summer Bridge Program**

In order to help students with their transition from high school to college, Midwestern State University will invite admitted freshmen to participate in the MSU Summer Bridge Program. Students will complete six credit hours in one summer term including a three credit hour Intensive College Readiness Skills course and an additional course chosen in consultation with an academic advisor.

**Program Budget  
Model for Student Success  
FY 2010 – 2011**

	2010	2011
<b>Loaned Counselor Program</b>		
Salaries (6 Counselors)	\$264,000	\$271,920
Director	61,000	62,830
Office Support	26,000	26,780
Other Personnel Costs	87,750	90,512
Maintenance & Operations	75,000	75,000
	<u>\$513,750</u>	<u>\$527,042</u>
 <b>Advising and Tutoring Center</b>		
Professional Advisors	\$ 96,600	\$ 99,498
Office Support (2 positions)	52,000	53,560
Other Personnel Costs	37,150	38,265
Student Wages	35,000	35,000
Other Wages (mentors)	40,000	40,000
Faculty Advisors	63,000	63,000
Tutoring Support	75,000	75,000
Maintenance & Operations	35,000	35,000
Training & Travel	7,000	7,000
Equipment & Furnishings (1 <sup>st</sup> year)	65,000	0
	<u>\$505,750</u>	<u>\$446,323</u>

**Supplemental Instruction Program**

Supervisors Wages	\$400,000	\$400,000
	<u>\$400,000</u>	<u>\$400,000</u>

**Writing Center**

Director	\$ 70,000	\$ 72,100
Faculty	225,000	231,750
Office Support	26,000	26,780
Other Personnel Costs	80,250	82,657
	<u>\$401,250</u>	<u>\$413,287</u>

**Counseling Center**

Salaries (3 counselors)	\$162,225	\$167,092
Other Personnel Costs	40,558	41,773
Maintenance & Operations	22,575	22,575
Travel	6,000	6,000
	<u>\$231,358</u>	<u>\$237,440</u>

**P-16 Enhancement**

Summer In-Service Salaries	\$40,000	\$41,200
Other Personnel Costs	10,000	10,300
Maintenance & Operations	20,000	20,000
	<u>\$70,000</u>	<u>\$71,500</u>

**Admissions Office (Bilingual Positions)**

Admissions Officer	\$38,000	\$39,140
Office Support	26,000	26,780
Other Personnel Costs	16,000	16,610
Maintenance & Operations	15,000	15,000
	<u>\$95,000</u>	<u>\$97,530</u>

**Summer Bridge Program**

Maintenance & Operations	\$126,000	\$126,000
	<u>\$126,000</u>	<u>\$126,000</u>

<b>TOTAL</b>	<u>\$2,343,108</u>	<u>\$2,319,122</u>
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**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Finance and Audit Committee  
August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:17 p.m., Thursday, August 7, 2008. Finance and Audit Committee members in attendance were Mr. Munir Lalani, Chairman; Mr. Charles Engelman; Dr. Lynwood Givens; and Mr. Shawn Hessing. Other regents attending the meeting were Ms. Charlye Farris, Dr. Carol Gunn, Mr. Stephen Gustafson, Ms. Jane Spears, Mr. Ben Wible, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Ms. Gail Ferguson, Controller; Mr. Kyle Owen, Associate Director of Facilities Services; Mr. Michael Dye, Director of Information Systems; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Ian Van Reenen, 08-09 SGA President. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Chairman Lalani called the meeting to order at 2:17 p.m.

Reading and Approval of Minutes

08-132. The minutes of the Finance and Audit Committee meeting May 8, 2008, were approved as presented.

Review and Acceptance of Financial Reports

08-133. The administration recommended the April, May, and June, 2008 Financial Reports for acceptance. The quarterly investment report was also presented as a point of information.

Mr. Sandoval noted that the report for the period ending June 30, 2008, shows a net asset increase of \$1 million versus a deficit of \$2.9 million for the same time period in 2007. He reported that the projected fund balance dependence on reserves in 2007-2008 was \$2.4 million. The dependence will likely be one-half of that amount.

Mr. Engelman moved acceptance of the financial reports as presented. Mr. Hessing seconded the motion.

Mr. Engelman indicated that he was unable to tie the financial report to the budget for next year. Ms. Ferguson responded that the largest differential is in the scholarship accounts in the current restricted funds and that is primarily due to unanticipated grants that are received during the year. Mr. Sandoval added that the gift or grant must be recognized at the time it is made, and those are not always anticipated when the budget is being prepared. Mr. Hessing stated that the financial report represents a revised budget. Mr. Sandoval indicated that was correct. Mr. Hessing asked if there was a way to report the changes to the board during the year. Mr. Sandoval responded that they would develop a "budget changes column" and include it in the financial reports. Mr. Lalani asked if percentages could be used in the reporting. Mr. Engelman noted that this would be helpful in reviewing what is being spent in various spending categories. Mr. Sandoval indicated that the changes would be made.

Mr. Lalani asked Mr. Sandoval if there was anything to report regarding the investment report. Mr. Sandoval indicated there was not.

There being no further discussion the motion was approved.

#### Financial Disclosure Statements

08-134. Mr. Lalani reported that each year the Board of Regents reviews copies of Financial Disclosure Statements of the President, the Vice President for Administration and Finance, and the Controller. The board was asked to accept the 2007 Financial Disclosure Statements of these individuals as previously distributed.

Dr. Givens moved acceptance of these statements as presented. Mr. Hessing seconded the motion and it was approved.

#### Internal Auditor Plan

08-135. Mr. Lalani noted that the Texas Internal Auditing Act requires each agency's internal auditor to develop an annual audit plan using risk assessment techniques. The governing board of the agency must approve this plan. The MSU Internal Auditor's proposed plan for the 2008-2009 fiscal year was presented for approval as shown in the agenda document.

Dr. Rogers introduced David Spencer, Internal Auditor. He noted that Mr. Spencer reports to the president and to the Board of Regents. Mr. Spencer explained that he usually does audits that are needed to meet external requirements or statutes, audits in areas where non-compliance could result in penalties to the university, and management requests. He indicated that he develops the plan based on risk assessment and discussions with management. Mr. Lalani asked Mr. Spencer if he continues to get the cooperation he needs from management. Mr. Spencer responded that he does.

Mr. Hessing asked if this plan was relatively consistent with previous years. Mr. Spencer indicated that it was. Mr. Hessing asked if he looked at construction projects or if it was handles by the state auditor's office. Mr. Spencer indicated that he is currently working on a construction audit and it will be finished in the coming year.

Dr. Givens asked if there were other auditors in his area. Mr. Spencer responded that he was the only auditor. Dr. Givens indicated that it appeared 80% of Mr. Spencer's time was dedicated to projects that are identified. Mr. Spencer added that the remaining 20% is vacation, sick leave, holidays, and travel. Mr. Hessing asked what kind of reporting mechanism Mr. Spencer uses. Mr. Spencer reported that he issues written reports to the Board of Regents, Dr. Rogers, the department involved in the audit, and the State Auditor's Office.

Mr. Hessing moved approval of the plan as presented. Dr. Givens seconded the motion and it was approved.

#### Investment Policy

08-136. Mr. Lalani reported that the Texas Public Funds Investment Act requires that the Board of Regents review and approve the institution's investment policy each year. During the last year no statutory changes were made to the Act that must be incorporated into the policy. The administration recommended no change to the investment policy and further recommended that the Board of Regents adopt continuance of the current policy. Mr. Sandoval noted that the investments the university is allowed to undertake have to be consistent with the Texas Public Funds Investment Act.

Dr. Givens moved approval of this item as presented. Mr. Hessing seconded the motion.

Dr. Givens noted that Section D of the policy indicates the minimum and maximum percentages that can be invested in the various categories. He asked if the quarterly investment report would include a column showing percentages of what we are actually investing in so that it can be compared to the table. Mr. Sandoval responded that this could be done.

There being no further discussion, the motion was approved.

#### Approval of Brokers/Dealers, Investment Vehicles, and Asset Holding Accounts

08-137. The administration recommended continuation of the list of brokers/dealers, investment vehicles, and asset holding accounts for fiscal year 2009 as presented in the agenda document. Mr. Hessing moved approval of this item as presented. Dr. Givens seconded the motion.

Mr. Hessing asked why First Southwest was not on the list of brokers/dealers. Ms. Ferguson indicated that they had not contacted the university about their services. Mr. Sandoval indicated that they would be contacted.

There being no further discussion, the motion was approved.

#### Salary/Title/Position Change in 2007-2008 Budget

08-138. A position change approved by the president and chairman of the board was presented for ratification as shown in the agenda document. Dr. Givens moved approval of this item as presented and Mr. Hessing seconded the motion.

Dr. Rogers noted that with personnel changes in institutional research some overlap of employees was required for training purposes. There being no further discussion, the motion was approved.

#### Non-Resident Tuition (International Students)

08-139. Mr. Lalani reported that in August 2007, the Board of Regents authorized the administration to begin a program for 150 academically qualified international students to allow them to pay resident tuition plus \$75 per semester credit hour (SCH), effective with the fall 2007 semester. He added that because of a very positive response to this program, resulting from active recruiting by the Office of International Services, over 100 new students have been accepted for the fall 2008 who will qualify for this program. The administration recommended increasing the cap on the program to 250 students effective with the fall 2008 semester.

Dr. Rogers reported that through this program these international students do not pay out-of-state tuition, which is now approaching \$400 per SCH. However, they pay an amount that reimburses the university for its cost since the semester credit hours produced by these students cannot be reported to the state for formula funding. Dr. Rogers stated that he obtained permission from the Texas Higher Education Coordinating Board (THECB) to do this.

Mr. Engelman moved approval of this item as presented. Mr. Hessing seconded the motion.

Dr. Givens asked if this was a program that has been widely advertised. Dr. Rogers responded that a university staff member travels extensively in the summer to various countries to recruit these students. He added that the local media has also reported on the program.

Ms. Spears asked about the amount of resident tuition. Dr. Rogers responded that it is \$138.50 per SCH. Mr. Lalani asked Ms. Lain about her perspective on the program. Ms. Lain indicated that the student body is very open to international students, and added that it is a good program. Mr. Lalani asked Dr. Farrell how many countries are represented by the student body. Dr. Farrell responded that the number varies each semester and that the students are generally from approximately 46 countries.

There being no further discussion, the motion was approved.

#### Intercollegiate Athletics Fee

08-140. Mr. Lalani noted that Midwestern State University athletics is funded through gifts, gate receipts, advertising income, Student Service Fee income, and local tuition. MSU is the only Texas school in the Lone Star Conference that does not have a dedicated Intercollegiate Athletics Fee. During the 2007-2008 year, the student body voted to support the initiation of an Intercollegiate Athletics Fee of \$10 per semester credit hour, up to a maximum of \$120 per semester, effective with the fall 2009 semester. He noted that if such a fee was initiated, Student Service Fee funding currently used to support athletics would be available to support additional student services. The administration

requested authorization to pursue action by the Texas Legislature to authorize such a fee.

Mr. Carr presented information concerning the need for this fee (see Attachment 1), to include Title IX and gender equity opportunities, compliance issues, graduation success, life skills program, a summer academic bridge program, facility upgrades, and possibly new sports. Dr. Rogers expressed appreciation to the student body for their interest in the intercollegiate athletics program and their support of this fee.

Dr. Givens moved approval of this item as presented. Mr. Engelman seconded the motion.

Mr. Engelman asked how much would have to be charged to generate the funds needed to do everything Mr. Carr proposed. Mr. Carr responded that the proposed \$10 per SCH would be adequate at this time. Dr. Rogers indicated that state appropriated funds cannot be used to support athletics. Mr. Lalani noted that the administration is requesting authorization to get approval from the Texas Legislature to assess a fee of up to \$10 per SCH. He added that this action does not mean the board will approve the fee at the \$10 level at the beginning. He added that this is something that will be discussed once approval is received from the legislature. He indicated that a \$10 fee would generate approximately \$1.5 million per year.

Ms. Spears indicated her surprise that MSU does not already charge such a fee and asked what the reluctance has been in the past. Dr. Rogers responded that he started thinking about this during the university's last visit by the Southern Association of Colleges and Schools. One of the reviewers recommended such a fee. At that time the state had a budget deficit, tuition was then deregulated, and it hasn't been pursued. Mr. Lalani added that with other tuition and fee increases over the last few years, this is something that did not rise to the top. He added that if this was not student initiated, the board might still be debating the matter.

Mr. Wible indicated his support for the fee but noted that while it is student initiated, many parents will not understand that when the total tuition and fee bill increases by more than 5% per year. Mr. Lalani responded that the administration and board cannot guarantee something that the students initiate, such as the new wellness center fee. Mr. Wible added that the students may want the additional services, but the parents may not agree. Mr. Lalani commented that the administration and board must balance affordability and quality.

There being no further discussion, the motion was approved.

#### Recess

The committee recessed at 3:40 p.m. The meeting resumed at 3:50 p.m.

#### Institutional Effectiveness Report/Accreditation Fee

08-141. Mr. Lalani noted that institutional effectiveness has become a critical component of the university accreditation processes. He indicated that the administration would present a report on this matter.



Dr. Rogers reported that a state institution in Texas was recently placed on academic probation by the Southern Association of Colleges and Schools (SACS). He indicated that accreditation is critical to a university and must be taken seriously. He stated that institutional effectiveness is synonymous with institutional quality.

Dr. Clark then made a presentation concerning institutional effectiveness (see Attachment 2). He stated that institutional effectiveness is a part of the standards required for reaffirmation by SACS. It is a multi-faceted process and focuses on the commitment the institution makes to continuous improvement. It is further focused on how the institution documents what it does. He noted that the reason the school in Texas was placed on probation was that they did not demonstrate that the goals they had outlined had been reached. Dr. Clark reported that MSU's next SACS reaffirmation will be in 2013. The university must demonstrate a continuous process of assessment, set new goals based on the assessment, initiate improvements, and then reassess if progress has been made. It will be important that every area of the university has gone through two or three of these cycles prior to the reaffirmation process.

Dr. Clark mentioned the Voluntary System of Accountability (VSA) which is designed to improve the public's understanding of how colleges and universities do business. He noted that all public senior institutions in Texas are participants. This is something new and additional information will be provided in the future.

As part of the presentation, Dr. Clark presented a possible assessment budget. He indicated his support of a new student fee to support the assessment effort. Dr. Rogers noted that some of the items noted in the presentation will be accomplished during the 2008-2009 school year through the regular budget. He stated that while he would like to have a fee that would address these costs, there are other more pressing needs at this time.

#### Tuition Guarantee Policy

- 08-142. Mr. Lalani reported that in 2007, the Board of Regents authorized that tuition at Midwestern State University not be increased by more than 5% in any fiscal year (calculating the first 5% limit on the fall 2007 base of \$132 per semester credit hour), with the base being adjusted each year dependent on the tuition charged each fall. The board further approved that this guarantee be in place through the 2010-2011 academic year and that the board review this policy each August and determine if the guarantee should be extended for an additional year. The administration recommended that the current tuition guarantee be expanded to include fees, with the exception of student initiated fees, and that these tuition and fees not be increased by more than 5% per year through the 2011-2012 fiscal year.

Dr. Rogers stated that the most difficult task facing the administration and board was finding a way to balance institutional quality with the cost to the students. He noted that the outcome of the next legislative session is an unknown. Midwestern State University received only \$37,000 in new operational dollars over the biennium. Funding for universities will likely change dramatically following the legislative session. MSU currently receives a \$2.5 million supplement each biennium as a result of the number of tenured, full-time faculty that teach freshman and sophomore classes. This funding may be eliminated; however, MSU should gain a similar amount through the proposed success formula whereby universities would be funded based upon the number of graduates produced. Additionally, the Commissioner of Higher Education has recommended to the legislature that universities receive an increase in funding for utilities and routine maintenance costs. Current funding is \$2 per square foot less than the funding provided in 1998. Dr. Rogers added that the administration and board needs to make a cost-containment guarantee to students and parents, while recognizing that the state must provide additional funding.

Mr. Lalani indicated his feeling that this is a very positive move. He stated that this would help students and parents plan. He encouraged the administration to advertise this in all student recruiting publications.

Mr. Engelman moved approval of the recommendation as presented. Mr. Hessing seconded the motion.

Dr. Givens indicated that he did not see the logic of putting a cap on tuition and fees. He added that since the Board of Regents approves tuition and fee increases, each proposed increase in the future will be thoroughly discussed and would require specific board approval. He stated that he did not want to focus on the price as much as the quality of the institution.

Mr. Lalani indicated that this action would give students and parents a tool for planning the cost of education. He noted that MSU's enrollment has declined during the last few years and cannot afford to lose students because of the cost. He added that if this guarantee can help enrollment, it is something that should be tried. He agreed that the university does not want to compromise on quality. Dr. Givens responded that he was not aware that the drop in enrollment had been correlated that closely to the cost of tuition and fees. He indicated that he would like to review any data that is available. Mr. Lalani stated that while the decline in enrollment cannot be attributed completely to cost since academic standards were also increased during the same timeframe, it cannot be said that price does not make a difference.

Dr. Rogers reported that boards of other Texas universities have established limits such as this. He added that there is legislative interest in the cost of higher education. He indicated that making this gesture with the "MSU Promise" is important.

Mr. Lalani noted that the board has authority to change this or any policy in the future, with current students "grandfathered in" if changes are made.

Ms. Spears asked how the lack of student housing on campus contributes to enrollment. Dr. Rogers responded that housing is one of the many factors that affect enrollment. He noted that approximately 200 students are turned away from student housing each year due to lack of space. Parents of freshmen in particular do not want their students housed off campus. Mr. Lalani commented that at some time in the future the board and administration will likely discuss the university's current policy of not giving freshmen first preference for housing.

There being no further discussion, the motion was approved.

#### Operating Budget for Fiscal Year 2009

08-143. The administration recommended approval of a \$76,234,670 operating budget for the 2008-2009 fiscal year as presented. Dr. Rogers reviewed the Budget Highlights as shown in Attachment 3. He added that while he was pleased that the budget relies less on reserves than in the past, he was disappointed in the level of salary increases for faculty and staff. He noted that he wants the university to be accredited and to pay higher salaries. He indicated that he did not want to hear requests for anything new other than to pay faculty and staff more.

Mr. Sandoval noted that the budget process began in September 2007. There has been a great deal of discussion as this budget has been developed. He then made a presentation concerning the budget, including information concerning energy costs and contracts (see Attachment 4).

Mr. Engelman moved approval of the budget as presented. Dr. Givens seconded the motion.

Mr. Engelman complimented Mr. Sandoval on doing an excellent job with negotiating the utility contract. Mr. Sandoval indicated that Kyle Owen and Sarah Webb were the key individuals involved in the process. Mr. Engelman asked about the increase in debt service, noting that when he considered \$40 million in bonds to service the debt and escrow money to pay those off, he came up with a higher figure. Mr. Lalani responded that a large portion of the \$40 million in bonds were to pay off the Sunwatcher Village debt. Mr. Hessing indicated that it was the incremental increase over the prior year.

#### Executive Session

Mr. Lalani 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 08-143 (Operating Budget for FY 2009). The closed session was properly announced at 5:05 p.m. Board members, Mr. Spencer, and Ms. Barrow remained for the discussion.

#### Open Meeting Resumes

The closed session ended at 5:20 p.m. with an announcement by Mr. Lalani that no action was taken during Executive Session. The open meeting resumed at 5:22.

#### Operating Budget for Fiscal Year 2009

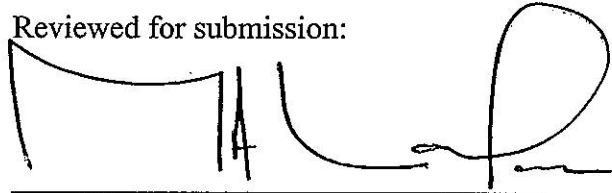
08-143. Mr. Lalani noted that a motion and second were on the floor to approve the operating budget for FY 2009. There being no further discussion the motion was approved.



Adjournment

The Finance and Audit Committee discussion concluded at 5:24 p.m.

Reviewed for submission:



Munir A. Lalani, Chairman  
Midwestern State University  
Board of Regents Finance & Audit Committee

ATTACHMENT:

1. Intercollegiate Athletics Fee Presentation
2. Institutional Effectiveness Presentation
3. Budget Highlights 2008-2009
4. Budget Presentation 2008-2009

# MIDWESTERN STATE UNIVERSITY STUDENT ATHLETIC FEE



August 7-8, 2008

"From Small Beginnings Come Great Things!"

## Title IX-Gender Equity Opportunities

- Athletics sits on the front porch of the Office of Civil Rights
- Any university with football can have issues because of the participation disparity
- We are obligated to show due diligence to promote Women's Athletics and opportunities for young women
- This is a positive approach to the pursuit of an equitable athletics program at Midwestern State University



## **1. Addition of Women's Golf**

**Additional Women's Sport is the 1<sup>st</sup> Priority  
of the Title IX Initiative.**



## **Additional Opportunities for Title IX Compliance**

- Fulfill NCAA commitment to Assistant Volleyball Coach
- Add an Assistant Women's Soccer Coach
- Add an Assistant Softball Coach
- Add Strength & Conditioning Coach-Women's Sports
- Add Assistant Tennis Coach
- Add JV Cross Country Team (+10 participants)
  
- We can phase these in as we monitor & enhance our current operations.



## **2. Compliance Self Study** **March 2008**

- Remove additional duties of Compliance Officer\*
- Add position for Game Operations and Facilities Management with Business and Fund Drive Responsibilities
- Added communication & monitoring of campus efforts
- Increased accurate data and mandates from NCAA.
- Reduce opportunity for ineligibility through compliance.

\*Most important recommendations from NCAA\*

## **3. Graduation Success**

- Add counselor for Academic Support Center
- We have almost 300 student athletes served by two (2) advisors who also serve the university.
- Model Division II program
- Graduation Rate & Retention continues to be above the regular student body, but we must improve

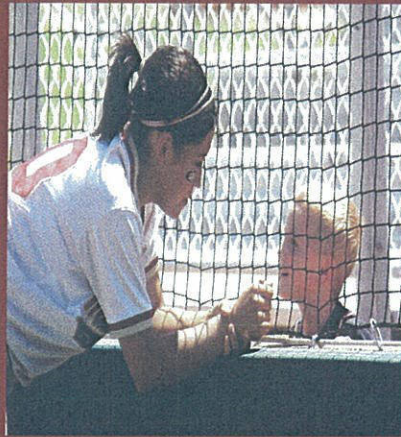




## **4. Mustangs Life Skills**

- Life skills is the key ingredient the model Division II program.

- Developing the well rounded graduate that grows as a student, an athlete and as a person is an important product of an emphasis on life skills.



### **Components of Mustangs Life Skills Program**

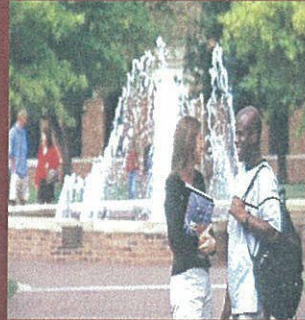
- Coordinator (GraduateAssistant)
- Speakers/Seminars
  - Chad Hennings
  - Alan Page
  - Charlye Farris
- Community Outreach
- Coordinate programs with Student Affairs that enhance career planning, time management, nutrition, drug & alcohol education and financial planning.





## **5. Bridge Program**

- Serve the entire incoming student population (All Students)
- Academic Success- the first step begins on campus.
- Exemplary graduation rate
- Important key to at risk students
- Asset to model program and entire university
- A portion of the fee should contribute to this program.



## **6. Facility Upgrades**

- Artificial turf
- Softball lights, locker room and restrooms
- Re-sod Soccer Field
- Ligon Renovations





## **7. Potential for Baseball**

- Stadium on campus
- Locker-Rooms
- Storage
- Scoreboard
- Lights
- Maintenance

**"Dreams Come In A Size too Big so  
that we may grow into them."**



# **INSTITUTIONAL EFFECTIVENESS**

**Vice President for Institutional  
Effectiveness and Enrollment  
Management**

## **INSTITUTIONAL EFFECTIVENESS**

1. Defining clearly articulated institutional and unit-level goals;
2. Developing and implementing strategies to achieve those goals;
3. Assessing the achievement of those goals;
4. Using the results of those assessments to improve programs, inform unit/institutional planning and resource allocation.



## Principles of Accreditation Section 3.3

**“The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of improvement based on analysis of the results in each of the following areas: (Institutional Effectiveness)**

**3.3.1.1 educational programs, to include  
student learning outcomes**

**3.3.1.2 administrative support services**

## Principles of Accreditation Section 3.3 (cont'd)

**3.3.1.3 educational support services**

**3.3.1.4 research within its educational mission, if appropriate**

**3.3.1.5 community/public service within its educational mission, if appropriate”**

***(The Principles of Accreditation: Foundations For Quality Enhancement, Southern Association of Colleges and Schools, Commission on Colleges, 2008, page 25)***

## ASSESSMENT BUDGET

### ASSESSMENT BUDGET

Staff Travel	\$20,000
Focus Groups	\$3,500
Part-time Assistants	\$2,500
Additional IR Staff	\$44,000
Student Worker	\$5,000
IR Part-time Worker	\$4,500
NSSE and CIRP	\$2,700
CORE Evaluation	\$7,000

## ASSESSMENT BUDGET

### Data Management Systems

Academic Programs	\$75,000
Release time for one faculty member per college to facilitate management system	\$12,500
Non-Academic Programs	\$27,000
Peer Review 9 Programs	\$18,000
Program Accreditation	\$75,000

*Midwestern State University*

Budget Highlights

2008 – 2009

- The recommended 2008-2009 budget for Midwestern State University totals \$76,234,670, an increase over FY 2008 of \$5,432,236.
  - The largest segment of the budget increase is \$2,780,064 for debt service expenditures which includes: the sale of the new housing bond, taking on the Sunwatcher debt, an increase in the tuition revenue bond payment and a full year payment on the Student Health and Wellness Center.
  - The budget reflects a net increase in full-time equivalent (FTE) positions of 12.91 as follows.
    - Three faculty positions (criminal justice, health and public administration, and education).
    - Four and one-half staff positions in the business office, financial aid, information systems, theatre, and physical plant (custodian for McCoy Engineering Hall).
    - One and one-half secretarial positions in theatre/mass communication and the president's office.
    - A university nurse and two custodians will be added to serve the new Student Health and Wellness Center when it opens in the spring 2009. The positions will be paid from student fees.
    - An assistant women's volleyball coach position, an assistant nursing program director position, and a secretary position in the Dillard College of Business Administration will primarily be funded through grant and private funds.
  - General state revenue appropriations funds available for operations in FY 2009 decreased by \$117,688 from FY 2008.
  - Supplemental State Revenue Incentive funds, trustee to the Texas Higher Education Coordinating Board (THECB) will be allocated during the 2008-2009 fiscal year. While the final allocation has yet to be determined, the administration utilized a figure of \$700,000 in compiling the proposed budget.
  - The budget reflects an estimated enrollment of 6,000 students for fall 2008.
  - Anticipated utility expenditures for FY 2009 have been reduced by over \$191,000. The new Student Health and Wellness Center space has been considered in the analysis of these savings.
  - Private sources provide funding for 10.16 positions and 25 faculty stipends in the amount of \$911,324.



- Salary increases for returning faculty and staff were set as a top priority.
  - A 2% pool of funds for returning faculty was distributed on merit basis.
  - Returning staff received an across-the-board 2% or \$40 per month minimum increase if the annual salary was less than \$24,000.
  - An additional \$50,000 provided necessary salary equity adjustments.
- Other significant budget changes include:
  - Added Student Health and Wellness Center operational budget of \$ 347,027
  - Increased renewal and replacement set aside funds for housing and the Student Health and Wellness Center by \$165,000
  - University-funded scholarships increased by \$155,000
  - Fringe benefits increased by over \$300,000
- The recommended budget contains the following allocations from the university's Higher Education Assistance Funds (HEAF):

Bond payment on Dillard Building	\$1,467,413
Allocation to six colleges for computers and academic-related equipment	337,927
New planetarium	119,922
Implementation of Banner Software	358,135
Information Systems/Telecommunications equipment and software	61,050
Computer lab upgrades	100,000
Physical Plant equipment and improvements	642,561
Equipment for administrative offices	115,340
Facilities and equipment contingency	<u>232,000</u>
<b>TOTAL</b>	<b><u>\$3,434,348</u></b>

- This budget utilizes \$519,000 in reserve funds. This compares to \$2.46 million in reserves utilized in the FY 2008 budget.
- The university's operational reserves as of August 31, 2009 are expected to total \$9.9 million, as the result of this significant reduction in reserve dependence.

# Midwestern State University

## Budget Highlights

### FY 2008-09

By  
Juan R. Sandoval  
August 7, 2009

## Strategic Budget Goals

- Salary Increases for returning faculty & staff
- Scholarship Increases as a result of increased tuition & fees
- Needed faculty & staff Positions
- Facilities deferred maintenance

## Strategic Budget Goals (Cont)

- Support New Infrastructure  
(New Recreation Center, Martin Hall  
Renovation, McCoy Engineering Hall, Banner  
Software)
- Contain utility cost increases
- Enhance reserves from available departmental  
balances
- Ensure adequacy of Housing Reserves

## Budget Parameters

- Limit tuition increases to no more than 5%
- Use 6,000 student headcount for Fall 2008
- Increase in Minimum Wage - \$5.85/hr > \$6.55/hr > \$7.55/hr
- Inflationary Pressures, Higher Education Prices

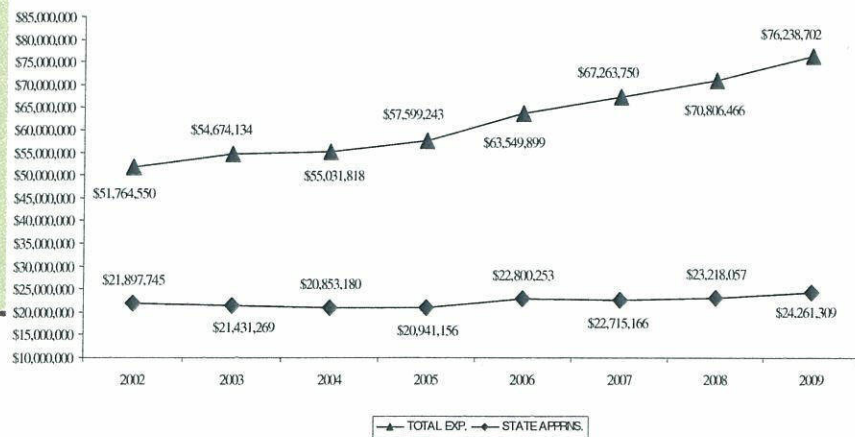
FY 2002 - 4.1%	FY 2006 - 5.0%
FY 2003 - 2.9%	FY 2007 - 3.4%
FY 2004 - 4.6%	FY 2008 - 4.6%
FY 2005 - 3.6%	FY 2009 - ?
- Reduction in State Appropriations - \$117,688

### General Revenue – State Appropriations As a % of Total Expenditures

FY 2003	\$ 21,431,269	39%
FY 2004	\$ 20,853,180	36%
FY 2005	\$ 20,941,156	35%
FY 2006	\$ 22,800,253	34%
FY 2007	\$ 22,715,166	35%
FY 2008	\$ 23,218,057	33% (est.)
FY 2009	\$ 24,261,309	32% (est.)

Note: FY's '08 & '09 Include \$1.8 & \$2.3 million in Debt Service

### General Revenue / Total Expenditures





## FY 2009 Recommended Budget

- Budget Proposal Revenues & Expenditures  
**\$76.2 million**
- Significant Reduction in dependence on local reserves
  - FY 2008 Estimated Budget Need - \$ 2,460,477
  - FY 2009 Estimated Budget Need - \$ 519,000
- Incentive Funds, Supplemental State Appropriations \$700,000  
(included in the Budget and is estimated, but has not be determined by the Legislative Budget Board)
- Includes tuition & fee changes approved February 2008
- Includes 12.9 new 3 faculty & 9.9 staff

## Budget Recommendations

- 2% salary merit pool for faculty
- 2% across-the-board for staff, with minimum of \$480/year
- \$50,000 to support a few faculty & staff salary equity adjustments
- New debt service costs - \$2.7 Million

## Debt Service Expenditures

1. Increase in total debt service = \$2.78 million
2. Full year of Recreation/Health Center Cost  
Additional Debt \$942,821
3. New Housing & Refinancing = \$1,887,946

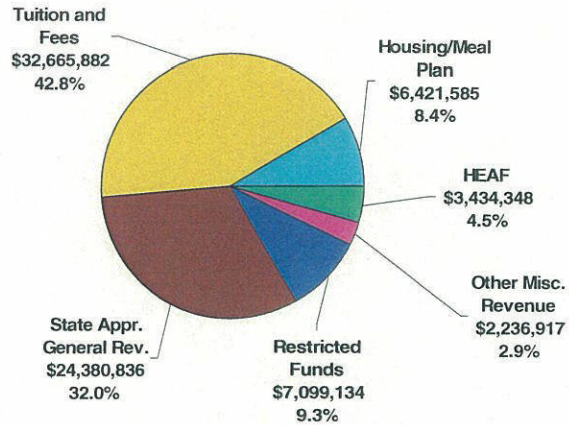
## Budget Savings -Utility Contract

1. Current electricity contract with Reliant will expire 12/31/08
2. Negotiated a new 53 month contract with Reliant to take advantage of low market rates
3. New Reliant negotiated rate reduction  
Current Electric Rates \$.09263/kwh  
Negotiated Rates (1/1/09) \$.06168/kwh

(Note: Pass-thru charges (Transmission & Delivery) are not relevant because any electricity supplier will contract transmission and delivery, those costs would be the same

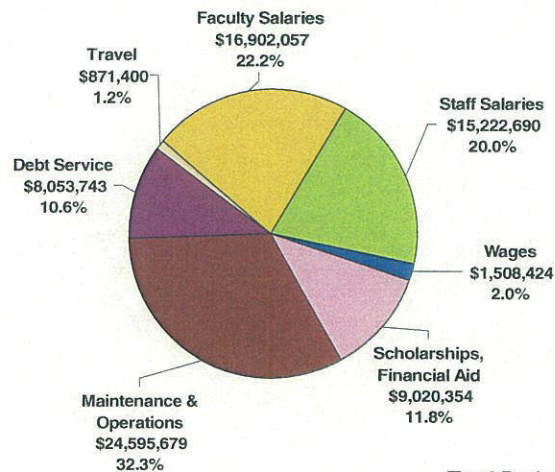
4. Total Savings per Year = \$600,000

## Sources of Revenue – FY 2009



Total Budget - \$76,238,702

## Expenditures – FY 2009



Total Budget - \$76,238,702

## Analysis of MSU Reserves Projected for August 31, 2009

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Reported Annual Financial Report at August 31, 2007:

Education & General Funds	\$1,261,761
Designated Funds	7,890,219
Auxiliary Funds	<u>2,449,406</u>
Total	\$11,601,386

Estimated Reserve Need FY 2008 (\$1,200,000)

Estimated Reserve Need FY 2009 (\$ 519,000)

Projected Ending Balance 8/31/09 \$9,882,386



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Personnel and Curriculum Committee  
August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:24 p.m., Thursday, August 7, 2008. Personnel and Curriculum Committee members in attendance were Dr. Carol Gunn, Chairwoman; Dr. Lynwood Givens; Ms. Jane Spears; and Mr. Ben Wible. Other regents attending the meeting were Mr. Charles Engelman, Ms. Charlye Farris, Mr. Stephen Gustafson, Mr. Shawn Hessing, Mr. Munir Lalani, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Mr. Kyle Owen, Associate Director of Facilities Services; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Ian Van Reenen, 08-09 SGA President.

Chairwoman Gunn called the meeting to order at 5:24 p.m.

Reading and Approval of Minutes

08-144. The minutes of the Personnel and Curriculum Committee meeting May 8, 2008, were approved as presented.

Faculty Report

08-145. Dr. Stuart McClintock, Secretary of the MSU Faculty Senate, noted that the Faculty Senate, a representative body of the six colleges on campus, meets once each month during the academic year. Five officers make up the Executive Council of the Senate. The role of the Senate is to serve as an advisory body to the president of the university and to serve as a representational body for the interests of the faculty. The Senate is happy that the administration and board have found money for salary increases for 2008-2009. He asked the board to continue to keep in mind the issues of salary compression and the difference in salaries for the same job from one college to another. Dr. McClintock reported that the Senate is interested in the environment of the campus and what we can do to be better stewards of the environment. The Senate met with Mr. Goldapp and he suggested a number of doable projects that can hopefully take place in terms of constructing more efficient buildings, recycling on campus, and potentially ridding the campus vending machines of plastic containers.

#### Enrollment Reports – Summer 2008

08-146. Enrollment reports for the summer 2008 semesters were presented as a point of information only (see Attachment 1). Dr. Wiedemann noted that enrollment in the first term was down slightly and enrollment in the second term was up slightly. Dr. Rogers added that the price of gasoline likely hurt enrollment of students commuting from outlying communities. Additionally, MSU's summer schedule was modified to accommodate the public school calendar change which pushed some of the public schools' years into June. This change resulted in MSU offering longer classes on a five-day schedule. The administration is studying options to address this situation, such as returning to a four-day class schedule to help the commuting students. He indicated that he would discuss this matter further during Friday's meeting.

#### Small Class Reports – Summer 2008

08-147. Small class reports for the summer 2008 semesters were presented as a point of information only (see Attachment 2). Dr. Wiedemann noted that the academic administration continues to work to minimize the number of small classes offered.

#### Beginning and Last Day Enrollment Reports, Spring 2008 Semester

08-148. These reports were previously distributed to the board for their information and review as required. Dr. Rogers noted that the course completion rate for this period was 95%. This number will likely be important during the next legislative session with the Commissioner of Higher Education's recommendation that universities be paid on completed hours rather than attempted hours.

Mr. Engelman commented that he looked at all of the courses with over a 10% drop and tried to determine if drop rate was affected by the faculty member, the type of course, or the difficulty of the subject matter. He indicated that he did not notice any significant pattern. Dr. Rogers responded that the cause is all of those factors and more. Dr. Rogers reported that state law now allows a student to only drop six courses during his or her college career. After that, the student must remain in a class. This will likely reduce the number of student drops over time.

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

08-149. Reports of personnel changes in April, May, and June, 2008 were presented for information of the board in the agenda document. Dr. Rogers noted that only one-half of a position has been added during the 2007-2008 fiscal year.

Dr. Givens asked if the university surveys departing faculty to determine why they are leaving MSU. Dr. Rogers indicated that this information is available. Dr. Givens asked if the information could be shared with the board. He noted his interest in learning how much of the turnover is salary related. Dr. Rogers stated that turnover of full-time, tenure-track faculty is generally quite small. He added that reports of faculty and staff turnover would be prepared and forwarded to the board.

August 2008 Graduating Class

08-150. The administration recommended approval of the list of candidates for August 2008 graduation with the provision that they meet all requirements as prescribed by the faculty and administration. Mr. Wible moved approval of the list as presented. Ms. Spears seconded the motion and it was approved.

MSU Policies and Procedures Manual Changes

08-151. The following changes to the *MSU Policies and Procedures Manual* were recommended for approval as presented.

- A. Policy 2.338, University Boards, Councils & Committees – the administration recommended the following council and committee changes regarding personnel and reporting structures. Dr. Rogers noted that the majority of these changes related to the hiring of a new dean of graduate studies, Dr. Patti Hamilton. He reported that the associate provost position would not be filled at this time. He added that Dr. Hamilton was recently awarded a \$300,000 research grant.
  - i. Graduate Council – replace Associate Provost with Dean of Graduate Studies.
  - ii. Academic Technology Committee – replace Associate Provost with Provost or the Provost's designee.
  - iii. Budget Oversight Committee – add the Director of Human Resources and Associate Vice President for Facilities Services to the committee structure.
  - iv. Student Success Committee – replace the Associate Provost with the Provost.
  - v. Teaching and Learning Resource Center Committee – replace the Associate Provost with the Dean of Graduate Studies.
  - vi. University Assessment Committee - replace the Associate Provost with a representative of Academic Affairs.
- B. Policy 3.127, Faculty Workload Policy – a slight modification to this policy was necessary to include information regarding psychology practicum courses which was previously overlooked.
- C. Policy 3.349 Employee Background Checks – the administration recommended revision of this policy to exclude faculty from the background check requirement when granted tenure or promotion to a higher faculty rank. Dr. Rogers noted this was the original intent of the policy; however, it was not clearly stated.

Ms. Spears moved approval of the policy changes as presented. Mr. Wible seconded the motion and it was approved.

Emeritus Status for Retiring Faculty

08-152. The administration recommended Emeritus Status for Jewett Johnson, assistant professor of nursing. Mr. Johnson was hired in 1995. He holds the B. S. in Nursing from Texas Christian University and the M.S. in Medical Surgical Nursing from the University of Michigan. Mr. Johnson has served Midwestern State University for 13 years. Dr. Rogers noted that Mr. Johnson has been a superb faculty member.

Dr. Givens moved approval of this recommendation. Ms. Spears seconded the motion and it was approved.

Adjournment

There being no further business, the Personnel and Curriculum Committee discussion concluded at 5:48 p.m.

Reviewed for submission:



Carol Carlson Gunn, Chairwoman  
Midwestern State University  
Board of Regents Personnel & Curriculum Committee

ATTACHMENT:

1. Enrollment Reports – Summer 2008
2. Small Class Reports – Summer 2008



***Enrollment Reports*****Summer I 2008**

	<b>2007</b>	<b>2008</b>
Beginning Freshmen	34	28
Re-enrolling Freshmen	141	126
Sophomore	342	357
Junior	559	485
Senior	976	945
Graduate/Post-Baccalaureate	<u>391</u>	<u>410</u>
<b>TOTAL</b>	<b>2,443</b>	<b>2,351</b>

**Summer II 2008**

	<b>2007</b>	<b>2008</b>
Beginning Freshmen	7	10
Re-Enrolling Freshmen	105	101
Sophomore	240	224
Junior	388	364
Senior	734	734
Graduate/Post-Baccalaureate	<u>166</u>	<u>213</u>
<b>TOTAL</b>	<b>1,640</b>	<b>1,646</b>

**SMALL CLASS REPORT**

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 twentieth class day. Where applicable, the courses are listed under the justification categories previously used by the Coordinating Board.

**Summer I 2008****The following courses are required within a program area.**

<i>Course Number</i>	<i>Instructor</i>			<i>Course Title</i>	<i>Students</i>
Bilingual Education	4323	01	M. Garza	Reading and Language Arts in Bilingual Education	5
Marketing	4143	01	C. Shao	Marketing Research	7
Mathematics	1053	01	J. Schmitter	Contemporary Mathematics	7
Music	4813	01	K. Scherler	Foundations of Music I	5
Nursing	3211	X1	J. Leach	Family Health Assessment Clinical	7
	3212	X1	J. Leach	Family Health Assessment	7
	3701	X1	J. Bedoian	Advanced Nursing Seminar Clinical	4
	3704	X1	J. Bedoian	Advanced Nursing Seminar	4
	4042	01	M. Clark	Pediatric Nursing Clinical	8
	4052	01	M. Clark	Pediatric Nursing	8
Reading	4273	01	S. Camp	Content Reading	9
	6213	01	D. Curry	Foundations of Reading	10
Respiratory Care	4233	X1	A. Medford	Educational/Administrative Concepts	6

**Summer II 2008****The following courses are remedial offerings and are required by state law.**

<i>Course Number</i>	<i>Instructor</i>			<i>Course Title</i>	<i>Students</i>
Mathematics	0003	21	T. Johnson	Beginning Algebra	8

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

<i>Course Number</i>	<i>Instructor</i>			<i>Course Title</i>	<i>Students</i>
Business Administration	1033	21	L. Petrash	Introduction to Business	5
Criminal Justice	3723	X7	M. Stallo	Geographic Information Systems	9
Mathematics	4933	21	M. Knox	Topic: Topology	3
Political Science	1433	22	J. Duff	American Government	8
	3313	21	S. Watson	Introduction to Political Theory	8
Reading	6273	21	S. Robinson	Diagnostic Reading Procedures	4

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Student Services Committee  
August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:48 p.m., Thursday, August 7, 2008. Student Services Committee members in attendance were Ms. Charlye Farris, Chairwoman; Dr. Lynwood Givens; Dr. Carol Gunn; and Ms. Jane Spears. Other regents attending the meeting were Mr. Charles Engelman, Mr. Stephen Gustafson, Ms. Shawn Hessing, Mr. Munir Lalani, Mr. Ben Wible, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Mr. Kyle Owen, Associate Director of Facilities Services; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Ian Van Reenen, 08-09 SGA President.

Chairwoman Farris called the meeting to order at 5:48 p.m.

Reading and Approval of Minutes

08-153. The minutes of the Student Services Committee meeting May 8, 2008, were approved as presented.

Student Government Report

08-154. Student Government Association (SGA) president Ian Van Reenen reported that he was pleased to represent the student body and that this was his first meeting as the standing president. He reported that he was born and raised in South Africa and that Midwestern State University had enriched his life.

Mr. Van Reenen noted that the intercollegiate athletics fee was a student government project. The students felt this was an investment in the university's future that should be made. He stated that Mr. Carr's presentation earlier in the meeting concerning the proposed fee included the possibility of adding an advisor in the Academic Support Center. He commented that he worked in the Academic Support Center during Spirit Days and expressed support for additional personnel in that area to meet student demand.

He stated that an involved student is a good student and the SGA officers hope to get students more involved during the coming year.

### Student Housing Reserves

08-155. Mr. Lamb noted that at the special Board of Regents meeting in June the board asked for information regarding housing reserves. He presented information concerning this matter as shown as Attachment 1. He reminded the board that prior to the recent bond sale, Sunwatcher Village was owned by a third party conduit, the Texas Student Housing Corporation. As part of the bond sale, MSU purchased the property and the university received proceeds from the closing totaling \$416,010. These funds represented the repair and replacement account that was held by the trustee. Additional funds totaling \$310,000 were also released and will be included in housing reserve funds. These are funds previously received from the trustee to operate and maintain Sunwatcher Village; these funds were carried forward in a university account. Mr. Lamb noted that the proposed MSU operating budget includes a line item of \$125,000 for repair and replacement in housing. Additionally, the administration estimates \$155,000 in operating income during the 2008-2009 fiscal year. Given these various amounts, it is thus estimated that by August 31, 2009 the available balance in housing reserves will be \$1,006,910. Mr. Lamb added that the administration plans to continue budgeting at least \$125,000 each year to add to this account for repair and replacement of housing facilities.

Mr. Lalani asked how much had been spent during the last few years for repair and maintenance of Sunwatcher Village. Mr. Lamb responded that he did not have the figures handy, but could provide them. He stated that the size of the carry-forward amount would indicate that the anticipated repair and replacement costs were lower than originally thought. Mr. Lalani asked about the age of Sunwatcher Village. Mr. Lamb responded that the facility opened in the fall 2003. Mr. Lalani asked Mr. Lamb if he anticipated major expenditures within the next two years that would require utilization of a large portion of these reserves. Mr. Lamb indicated that he did not. Mr. Lalani asked Mr. Lamb if he felt the reserves were adequate. Mr. Lamb responded that he would feel more comfortable if the amount was larger and that he was pleased the administration had committed to continue to build the reserve. Dr. Farrell noted that although \$1 million sounds like a large amount of money, it can go very quickly. He indicated that there are currently some humidity issues in Killingsworth Hall that will need to be addressed. Mr. Lalani noted that the reserve will no longer be limited to Sunwatcher Village, but will rather be available for the total housing system. Mr. Lamb reported that in his nine years at MSU the university has maintained \$200,000 in reserve for the housing system, outside of Sunwatcher Village. He indicated that compared to the last nine years, this is a tremendous increase. He added that \$125,000 was an adequate number that could hopefully be increased each year.

Mr. Engelman asked Mr. Lalani if the hotel industry has a formula that is used to estimate repair and replacement costs. Mr. Lalani responded that in his extended-stay business he sets aside approximately 3% of the yearly revenue. However, in university housing it would likely need to be a bit higher. Mr. Sandoval noted that when housing bonds are retired the money used to make the bond payments could be shifted into the reserve account.


Student Wellness Center and Vinson Health Center Project Update

08-156. Mr. Lamb reported that the project is going very well and the facility should be complete by the beginning of February.

Adjournment

The Student Services Committee discussion concluded at 6:03 p.m.

Reviewed for submission:

  
Charlye O. Farris, Chairwoman  
Midwestern State University  
Board of Regents Student Services Committee

ATTACHMENT:

1. Student Housing Reserves Report

# Estimated Housing Reserves

## August 31, 2009

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Sunwatcher refinance:		
Proceeds previously held by the trustee	\$416,910	
Restricted reserves held locally	310,000	726,910
Budgeted reserve for FY 2009	125,000	
Estimated balance from FY 2009 operations net of reserves	<u>155,000</u>	
Estimated available balance	<u><b>\$1,006,910</b></u>	



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**University Development Committee  
August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 6:03 p.m., Thursday, August 7, 2008. University Development Committee members in attendance were Mr. Stephen Gustafson, Chairman; Mr. Charles Engelman, Ms. Charlye Farris, and Ms. Jane Spears. Other regents attending the meeting were Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Shawn Hessing, Mr. Munir Lalani, Mr. Ben Wible, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Mr. Kyle Owen, Associate Director of Facilities Services; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President.

Chairman Gustafson called the meeting to order at 6:03 p.m.

Reading and Approval of Minutes

08-157. The minutes of the University Development Committee meeting May 8, 2008, were approved as presented.

Summary of Gifts, Grants and Pledges 9/1/07- 7/11/08

08-158. 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 the second of three installments of \$166,667 from the McCoy Foundation for the engineering building.
2. Mr. and Mrs. D. Phil Bolin donated \$75,000 for the purchase of a replica of the Liberty Bell for MSU. The installation and beautification expenses will also be paid by Mr. and Mrs. Bolin.
3. Family and friends of Juanita and Ralph Harvey donated another \$119,375 to the Juanita and Ralph Harvey Art Endowment.

Dr. Farrell reported that donations through the annual fund total over \$400,000 this year, which is a new record. Additionally, the phonathon exceeded \$100,000 in contributions for the first time. He announced that MSU's alumni participation

percentage has surpassed that of the majority of Texas public institutions, with the exception of Texas A&M University, the University of Texas at Austin, and Texas Tech University.

#### Legacy Walk Recommendations

08-159. Mr. Gustafson presented the administration's recommendation to include Kay Dillard in Legacy Walk. He noted that Ms. Dillard's generosity has greatly enhanced Midwestern State University, particularly through her gift to support the College of Business Administration. The Dillard gift has enabled the college to successfully pursue its mission to prepare students for successful career entry, mobility, and leadership within a supportive environment characterized by meaningful interaction between faculty and students. The gift has propelled the college toward realizing its vision as a regional leader of excellence in business education and service, and achieving the strategic initiative of AACSB International accreditation.

Ms. Farris moved approval of this recommendation and Mr. Engelman seconded the motion.

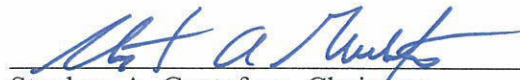
Mr. Engelman asked if the addition of Ms. Dillard to Legacy Walk would include recognition of her deceased husband, A. R. Dillard, Jr. Mr. Gustafson commented that when the contribution for the Dillard College was made, Ms. Dillard made it clear that the gift was from the Dillard Family. Dr. Rogers stated that he would visit with Ms. Dillard and determine how she would like the Legacy Walk stone to read. He added that the ceremony would be held on Thursday during Homecoming Week.

The motion was approved unanimously.

#### Adjournment

The University Development Committee discussion concluded at 6:13 p.m.

Reviewed for submission:



Stephen A. Gustafson, Chairman  
Midwestern State University  
Board of Regents University Development Committee

**MINUTES**  
**MIDWESTERN STATE UNIVERSITY**  
**BOARD OF REGENTS**  
**Athletics Committee**  
**August 7, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 6:13 p.m., Thursday, August 7, 2008. Athletics Committee members in attendance were Mr. Ben Wible, Chairman; Mr. Charles Engelman; Mr. Stephen Gustafson; and Mr. Shawn Hessing. Other regents attending the meeting were Ms. Charlye Farris, Dr. Carol Gunn, Dr. Lynwood Givens, Mr. Munir Lalani, Ms. Jane Spears, and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Mr. Kyle Owen, Associate Director of Facilities Services; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President.

Chairman Wible called the meeting to order at 6:13 p.m.

Reading and Approval of Minutes

08-160. The minutes of the Athletics Committee meeting May 8, 2008, were approved as presented.

Athletics Status Report

08-161. Mr. Charlie Carr presented information concerning the athletics program.

1. Fall student athletes (soccer, cross country, volleyball, and football) will report to campus Sunday, August 10.
2. Chad Hennings, former Dallas Cowboys player, will speak at a dinner Sunday, August 17.
3. A dinner will be held Sunday, August 24, for the female student athletes. Ms. Charlye Farris will be the featured speaker.
4. Plans are underway to reconnect with former MSU student athletes and to develop an active Letterman's Club. A 20<sup>th</sup> year reunion of the 1988 football team is scheduled during Homecoming.

Addition of Women's Sport

08-162. Mr. Carr presented the administration's recommendation to add women's golf as an intercollegiate sport beginning with the fall 2009 semester. The following timetable and budget were also recommended for approval.

#### Time Table

- Summer 2008 – current men's coach begins identifying student prospects
- Fall 2008 – identification & approval of playing and practice facilities
- Spring 2009 (March-May) – search for head coach
- Summer 2009 – recruiting student athletes
- Fall 2009 – fall competition and continued recruiting
- Spring 2010 – first traditional season (February-May)

#### 2009-2010 Budget Estimate

Coach's salary	\$ 40,000
Team travel	10,000
Maintenance & Operations	16,000
Scholarships (5.4 scholarships)	60,000
Facility expenses	<u>8,000</u>
<b>Total</b>	<b>\$134,000</b>

Mr. Carr noted that this is the first priority in the university's Title IX initiative. He indicated his hope that the addition of this sport would add 10-15 student athletes to MSU. Dr. Rogers stated that athletics is a great recruiting tool. He reported that several years ago MSU did not have a single student from Rockwall, Texas. A basketball player from Rockwall was recruited to MSU and approximately 30 students from that community will attend MSU in the fall.

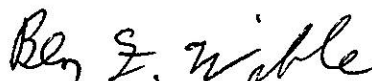
Dr. Rogers stated that funding for this addition could be available from the proposed intercollegiate athletics fee. However, even if the fee is not in place this recommendation would stand and funding would be identified from existing funds. He added that the university must find a way to fund the start up of a sport until the students enroll and the university begins receiving credit hour production funding from the state. Dr. Farrell added that community individuals would likely provide monetary support for this sport, particularly those involved with the local Women's Golf Association.

Mr. Gustafson moved approval of the recommendation as presented. Mr. Hessing seconded the motion and it was approved.

#### Adjournment

There being no further business, the Athletics Committee discussion concluded at 6:25 p.m.

Reviewed for submission:



Ben F. Wible, Chairman  
Midwestern State University  
Board of Regents Athletics Committee

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Committee of the Whole  
August 7, 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, August 7, 2008. Regents in attendance were Mr. Munir Lalani, Chairman; Mr. Charles Engelman; Ms. Charlye Farris; Dr. Lynwood Givens; Dr. Carol Gunn; Mr. Stephen Gustafson; Mr. Shawn Hessing; Ms. Jane Spears; Mr. Ben Wible; and Student Regent Haley Lain.

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; and Dr. Bob Clark, Vice President for Institutional Effectiveness and Enrollment Management. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Dr. Stuart McClintock, Associate Professor of Foreign Languages and Secretary of the MSU Faculty Senate; Ms. Gail Ferguson, Controller; Mr. Kyle Owen, Associate Director of Facilities Services; Mr. Michael Dye, Director of Information Systems; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the MSU Student Government Association was Mr. Ian Van Reenen, 08-09 SGA President. Representing the news media was Ms. Ann Work, reporter for the Wichita Falls *Times Record News*.

Chairman Lalani called the meeting to order at 1:30 p.m. Dr. Clark presented the invocation and Ms. Ashlock introduced the guests.

Opening Comments

Mr. Lalani welcomed everyone to the meeting. He noted that this was the first regular board meeting for Ms. Jane Spears and Ms. Haley Lain. He asked Ms. Spears and Ms. Lain to introduce themselves.

Public Comment Period

Mr. Lalani 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. He noted that no one signed up to speak during this time.

Resolution of Appreciation

08-127. A Resolution of Appreciation was presented for Jason York, retiring student regent (see Attachment 1). Ms. Farris moved approval of the resolution as presented. Mr. Gustafson seconded the motion and it was approved.

Adjournment

There being no further business, the meeting adjourned at 1:36 p.m.

Reviewed for submission:



Stephen A. Gustafson, Secretary  
Midwestern State University  
Board of Regents

Attachment

1. Resolution of Appreciation – Jason York, Retiring Student Regent



## MIDWESTERN STATE UNIVERSITY RESOLUTION OF APPRECIATION

August 7, 2008

**WHEREAS**, Jason York was appointed by Texas Governor Rick Perry to serve as Student Regent as part of the MSU Board of Regents, the highest position a student can be appointed to while enrolled in Texas public higher education, and

**WHEREAS**, Jason completed his one-year term, serving from February 1, 2007 until May 31, 2008, and


**WHEREAS**, he was given the opportunity to represent the students of Midwestern State University in discussions of key issues in higher education and to provide input in decisions affecting the future of the university,

**NOW THEREFORE BE IT RESOLVED** that the members of the Board of Regents and President of Midwestern State University hereby express their appreciation to Jason York for his service, and

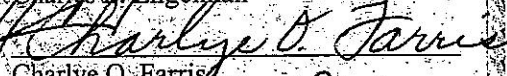
**BE IT FURTHER RESOLVED** that this Resolution be made a part of the permanent minutes of this Board and that a copy be presented to Mr. York as a token of the university's gratitude and appreciation.

  
Munir A. Lalani, Chairman

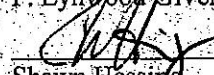
  
Carol Carlson Gunn, Vice Chair


  
Stephen A. Gustafson, Secretary

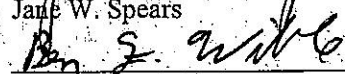
  
Charles E. Engelman

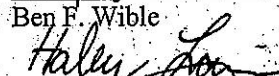
  
Charlye O. Farris

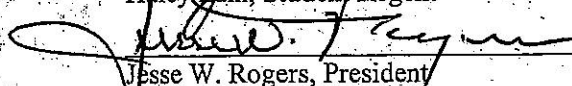
  
F. Lynwood Givens

  
Shawn Hessing

  
Jane W. Spears

  
Ben F. Wible

  
Haley Jain, Student Regent

  
Jesse W. Rogers, President

**MINUTES  
BOARD OF REGENTS  
MIDWESTERN STATE UNIVERSITY**

**August 8, 2008**

The Board of Regents, Midwestern State University, met in regular session in the Board Room, Hardin Administration Building, Wichita Falls, Texas, at 9:00 a.m., Friday, August 8, 2008. Regents in attendance were Mr. Munir Lalani, Chairman; Mr. Charles Engelman; Ms. Charlye Farris; Dr. Lynwood Givens; Dr. Carol Gunn; Mr. Stephen Gustafson; Ms. Jane Spears; Mr. Shawn Hessing; Mr. Ben Wible; and Ms. Haley Lain, Student Regent.

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; and Mr. Keith Lamb, Associate Vice President for Student Affairs. Other university personnel attending the meeting included Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Gail Ferguson, Controller; Ms. Cindy Ashlock, Assistant to the President; and Ms. Debbie Barrow, Executive Associate to the President. Representing the news media were reporters Ms. Ann Work, *Wichita Falls Times Record News*, and Ms. Erin Shryock, KAUZ-TV 3.

Chairman Lalani called the meeting to order at 9:07 a.m. Dr. Farrell presented the invocation and Ms. Buss introduced the guests.

Public Comment

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

Reading and Approval of Minutes

08-163. The minutes of the regular Board of Regents meeting May 8, 2008, were approved as presented.

Reading and Approval of Minutes

08-164. The minutes of the regular Board of Regents meeting May 9, 2008, were approved as presented.

Reading and Approval of Minutes

08-165. The minutes of the special Board of Regents meeting June 20, 2008, were approved as presented.

**Executive Committee Report**

Mr. Lalani presented the report from the Executive Committee.

Executive Committee Consent Agenda

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

- 08-128. Outside Counsel Agreement 2008-2009 – authorized the administration to extend the 2007-2008 agreement with Roger Lee of Gibson Hotchkiss Roach & Davenport through the 2008-2009 fiscal year under the same terms and conditions set forth.
- 08-129. D. L. Ligon Coliseum Construction Manager at Risk – authorized the administration to negotiate a contract with Electra Construction Company to serve as Construction Manager at Risk for this project.
- 08-130. Wichita Falls Museum of Art at Midwestern State University Advisory Board of Directors – approved the following appointments to the Museum Board:

Public Members (2008-2011)

Linda Wilson (Reappointment)  
Dale Brock

MSU Members (2008-2009)

Juan Sandoval (Reappointment)  
Friederike Wiedemann (Reappointment)  
Richard Ash

Further authorized Dr. Rogers to work with the Chairman of the Board of Regents to appoint two additional public members to serve on the Museum Board.

- 08-131. Legislative Appropriations Request (LAR) – approved the Administrator's Statement and the Exceptional Items as presented.

Mr. Lalani 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. Wible seconded the motion and it was approved.

**Finance and Audit Committee Report**

Mr. Lalani noted the items presented at the Finance and Audit Committee Meeting for committee approval and for information only. Information concerning these items can be found in the minutes of the Finance and Audit Committee Meeting held August 7, 2008.

Item Presented for Committee Approval Only

- 08-132. Committee Minutes, 5/8/08 – approved by committee as presented.

Item Presented for Information Only

- 08-141. Institutional Effectiveness Report/Accreditation Fee

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.

Items Approved by Committee and Placed on Consent Agenda

- 08-133. Review and Acceptance of Financial Reports – accepted the April, May, and June, 2008, financial reports as presented.
- 08-134. Financial Disclosure Statements – accepted the 2007 Financial Disclosure Statements for the President, the Vice President for Administration and Finance, and the Controller.
- 08-135. Internal Audit Plan -2008-2009 – approved the plan as presented.
- 08-136. Investment Policy – approved the continuance of the current policy.
- 08-137. Approval of Brokers/Dealers, Investment Vehicles, and Asset Holding Accounts – approved the list as presented.
- 08-138. Salary/Title/Position Change in FY 07-08 Budget Approved per Board Authorization – ratified change as presented.
- 08-139. Non-Resident Tuition (International Students) – authorized the administration to expand the program for qualified international students, which allows them to pay resident tuition plus \$75 per semester credit hour, by 100 students effective with the fall 2008 semester.
- 08-140. Intercollegiate Athletics Fee – authorized the administration to pursue legislative action to initiate an Intercollegiate Athletics Fee as presented.
- 08-142. Tuition Guarantee Policy – authorized that the current tuition guarantee be expanded to guarantee that tuition and fees, with the exception of student initiated fees, will not be increased by more than 5% per year through the 2011-2012 fiscal year.
- 08-143. Operating Budget for Fiscal Year 2009 – approved the \$76,234,670 operating budget as presented.

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

**Personnel and Curriculum Committee Report**

Dr. Gunn 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 August 7, 2008.

Item Presented for Committee Approval Only

- 08-144. Committee Minutes, 5/8/08 – approved by committee as presented.

Items Presented for Information Only

08-145. Faculty Report

08-146. Enrollment Reports – Summer 2008

08-147. Small Class Reports – Summer 2008

08-148. Beginning and Last Day Enrollment Reports – Spring 2008

08-149. 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.

08-150. List of August 2008 Candidates for Graduation – approved the list of candidates for graduation as presented with the provision that they meet all requirements as prescribed by the faculty and administration.

08-151. *MSU Policies and Procedures Manual* Changes – approved changes to the following policies as presented:

- A. Policy 2.338 – Graduate Council, and Academic Technology, Budget Oversight, Student Success, Teaching and Learning Resource Center, and University Assessment committees.
- B. Policy 3.127 – Faculty Workload Policy
- C. Policy 3.349 – Employee Background Checks

08-152. Emeritus Status for Retiring Faculty – approved emeritus status for Jewett Johnson, assistant professor of nursing, 13 years.

Mr. Lalani 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. Ms. Spears seconded the motion and it was approved unanimously.

**Student Services Committee Report**

Ms. Farris 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 August 7, 2008.

Item Presented for Committee Approval Only

08-153. Committee Minutes, 5/8/08 – approved by committee as presented.

Items Presented for Information Only

08-154. Student Government Report



08-155. Student Housing

08-156. Student Wellness Center and Vinson Health Center Project Update

**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 August 7, 2008.

Item Presented for Committee Approval Only

08-157. Committee Minutes, 5/8/08 – approved by committee as presented.

Item Presented for Information Only

08-158. Summary of Gifts, Grants, and Pledges 9/1/07 – 7/11/08

University Development Committee Consent Agenda

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

08-159. Legacy Walk Recommendation – approved honoring Kay Dillard and the Dillard Family through inclusion in Legacy Walk.

Mr. Lalani asked if anyone wanted to remove this item from the Consent Agenda. There being no response, Mr. Gustafson moved approval of the Consent Agenda. Mr. Engelman seconded the motion and it was approved unanimously.

**Athletics Committee Report**

Mr. Wible noted the items presented at the Athletics Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Athletics Committee Meeting held August 7, 2008.

Item Presented for Committee Approval Only

08-160. Committee Minutes, 5/8/08 – approved by committee as presented.

Item Presented for Information Only

08-161. Athletics Status Report

Athletics Committee Consent Agenda

The following item was approved by the Athletics Committee and placed on the Consent Agenda for consideration by the board.



08-162. Addition of Women's Sport – approved the addition of women's golf as an intercollegiate sport beginning with the fall 2009 semester. The timetable and budget were also approved as presented.

Mr. Lalani asked if anyone wanted to remove this item from the Consent Agenda. There being no response, Mr. Wible moved approval of the Consent Agenda. Mr. Gustafson seconded the motion and it was approved unanimously.

### **Other Business**

#### Board of Regents Meeting Dates – 2008-2009

08-166. Mr. Lalani presented the proposed dates for the 2008-2009 quarterly Board of Regents meetings as shown below:

November 13 and 14, 2008  
February 12 and 13, 2009  
May 14 and 15, 2009  
August 6 and 7, 2009

Mr. Lalani asked if any board member had conflicts with this proposed schedule. There being none, the meeting dates were set as presented.

#### Seven Breakthrough Solutions for Higher Education Update

08-167. Mr. Lalani reported that this item was placed on the agenda in the event another conference call was scheduled and an update could be presented. He noted that no additional meetings had been scheduled and there was nothing to report.

#### President's Report and Discussion

08-168. Dr. Rogers presented information to the board concerning various university matters.

- A. Energy Conservation – Dr. Rogers reported on projects that have been undertaken to conserve energy on campus. He noted that two high-efficiency chillers, a new cooling tower, and a new boiler were installed. Additionally, 12,000 40 kilowatt light bulbs and ballasts were replaced throughout the campus with new high-efficiency 32 kilowatt bulbs. These changes have made a difference in the university's energy consumption. The art department kilns were replaced with kilns that have a software management system; this will save the university a tremendous amount of natural gas. Building construction for the recreation center, McCoy Engineering Hall, the new band hall, Ligon, and Martin Hall will all incorporate demand-based ventilation controls, economizer controls, and motion detector light switching. Additionally, the administration has asked the State Energy Conservation Office to do an energy audit of the campus.

Dr. Rogers noted that the Academic Council, Student Government, Administrative Council, and others will review and discuss the possibility of a four-day class schedule in the future. While university offices would remain open five days a week, it is possible that an abbreviated schedule for classes would help commuting students given the high price of gasoline. He added that he had met with Dr.

Wiedemann and Dr. Pam Morgan, Director of Extended Education, to discuss the possibility of working with faculty to offer additional blended courses. These are standard academic courses in which students spend time in the classroom and time on the computer.

- B. Strategic Plan Update – Dr. Rogers asked Dr. Wiedemann to update the board on the MSU Strategic Plan. Dr. Wiedemann reported that she came to MSU in 2002 and Dr. Rogers asked her to lead the strategic planning effort. She indicated that the university community came together and the board approved the plan in November 2004. Dr. Rogers then identified priorities and the university worked on those targeted areas. The steering committee will meet in the fall to assess what has been accomplished and recommend changes to the plan. Dr. Rogers will then identify additional priorities. She noted that the faculty, administration, alumni, student body, and board of regents are represented on the committee.
- C. University Resources – Dr. Rogers presented a table entitled “Total Academic Charges (Including all Fall 2007 Assessments and Special Items)” as shown in Attachment 1. He indicated that the table shows the difference in funding among 34 of the 35 public senior institutions of higher education. He noted that one institution was not included in the table because it is funded as a health science center. He reported that universities are funded from the state through a formula that is driven by semester credit hours produced. MSU receives the same funding for an undergraduate economics class as does the University of Texas at Austin. The table does not include formula funding since each institution is treated the same. Higher Education Assistance Fund (HEAF) and Permanent University Fund (PUF) dollars are also not included since they are not funds that can be used for operational expenses. The table shows what is currently collected from a student taking 15 semester credit hours (tuition and fees) at each institution. Another column shows the general revenue appropriation provided to each institution as institutional enhancement funds. Dr. Rogers noted that these funds have been allocated each year since the mid-1990’s when special item funding was rolled into this line item appropriation. At that time Midwestern received approximately \$2 million per year in special item funding while other universities the size of MSU and smaller had special items as large as \$18 million per year. This funding has remained fairly constant since that time. The end result is that \$770 million is earmarked from the state for these 34 public senior institutions before any other funding is determined during the legislative process. The table indicated that the institution receiving the most funding per 15 semester credit hours receives \$4,831. MSU receives \$3,059 per 15 semester credit hours. This ranks MSU 29<sup>th</sup> out of the 34 schools in the amount of state funding received per full-time student. Dr. Rogers noted that while he would never advocate that funding be taken away from schools, the system must somehow be changed so that funding is more equitable.

#### Adjournment

There being no further business, the meeting was adjourned at 9:45 a.m. The next regularly scheduled meetings of the Board of Regents will be Thursday and Friday, November 13 and 14, 2008.

  
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Stephen A. Gustafson, Secretary

I, Stephen Gustafson, 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 August 8, 2008.

  
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Stephen A. Gustafson, Secretary

ATTACHMENT:

1. Table of Academic Charges

## Total Academic Charges (Includes All Fall 2007 Assessment + Special Items)

Rank	Institution	Percent Change	Fall 2003	Fall 2007	Actual Dollar Increase	Special Item Appropriation per Year	Special Item per 15 SCH	Total Adjusted Income per 15 SCH
1	The University of Texas at Dallas	66%	\$2,622	\$4,355	\$1,733	\$6,028,917	\$276	\$4,631
2	The University of Texas at Austin	49%	\$2,721	\$4,065	\$1,344	\$38,256,389	\$450	\$4,515
3	The University of Texas of the Permian Basin	43%	\$1,749	\$2,500	\$751	\$9,491,519	\$1,821	\$4,321
4	Texas A&M University	65%	\$2,357	\$3,895	\$1,538	\$32,594,273	\$415	\$4,310
5	Prairie View A&M University	74%	\$1,854	\$3,220	\$1,366	\$13,781,990	\$1,010	\$4,230
6	University of Houston	66%	\$2,266	\$3,767	\$1,501	\$23,319,123	\$426	\$4,193
7	Texas Tech University	41%	\$2,525	\$3,563	\$1,038	\$22,264,342	\$442	\$4,005
8	Sul Ross State University	39%	\$1,717	\$2,389	\$672	\$4,880,829	\$1,614	\$4,003
9	The University of Texas at Arlington	62%	\$2,366	\$3,822	\$1,456	\$4,495,501	\$119	\$3,941
10	Texas A&M International University	51%	\$1,661	\$2,511	\$850	\$10,687,699	\$1,423	\$3,934
11	Texas A&M University-Galveston	62%	\$1,868	\$3,027	\$1,159	\$2,658,403	\$890	\$3,917
12	The University of Texas at San Antonio	63%	\$2,222	\$3,621	\$1,399	\$12,688,879	\$290	\$3,911
13	Texas A&M University-Texarkana	30%	\$1,435	\$1,864	\$429	\$3,923,553	\$1,884	\$3,748
14	Texas A&M University-Kingsville	27%	\$1,928	\$2,452	\$524	\$13,571,624	\$1,287	\$3,739
15	The University of Texas at Tyler	55%	\$1,795	\$2,775	\$980	\$8,968,966	\$959	\$3,734
16	The University of Texas at Brownsville	63%	\$1,490	\$2,423	\$933	\$6,031,494	\$1,145	\$3,568
17	Texas A&M University-Corpus Christi	41%	\$1,952	\$2,759	\$807	\$11,350,053	\$787	\$3,546
18	Stephen F. Austin State University	81%	\$1,735	\$3,135	\$1,400	\$8,271,883	\$396	\$3,531
19	University of Houston-Victoria	31%	\$1,885	\$2,476	\$591	\$3,272,375	\$995	\$3,471
20	University of North Texas	41%	\$2,366	\$3,336	\$970	\$5,626,077	\$104	\$3,440
21	Texas Southern University	58%	\$1,866	\$2,939	\$1,073	\$8,873,028	\$488	\$3,427
22	Sam Houston State University	46%	\$1,970	\$2,867	\$897	\$15,683,314	\$554	\$3,421
23	Texas State University-San Marcos	57%	\$2,072	\$3,253	\$1,181	\$6,969,461	\$149	\$3,402
24	Tarleton State University	47%	\$1,787	\$2,621	\$834	\$9,749,378	\$626	\$3,247
25	Texas Woman's University	50%	\$1,895	\$2,843	\$948	\$7,056,382	\$403	\$3,246
26	The University of Texas at El Paso	57%	\$1,837	\$2,877	\$1,040	\$10,278,136	\$345	\$3,222
27	West Texas A&M University	60%	\$1,621	\$2,600	\$979	\$6,398,091	\$542	\$3,142
28	Angelo State University	42%	\$1,793	\$2,555	\$762	\$5,544,152	\$518	\$3,073
29	Midwestern State University	56%	\$1,792	\$2,800	\$1,008	\$2,571,829	\$259	\$3,059
30	Lamar University	60%	\$1,747	\$2,790	\$1,043	\$4,165,362	\$255	\$3,045
31	University of Houston-Clear Lake	48%	\$1,858	\$2,741	\$883	\$2,612,025	\$263	\$3,004
32	Texas A&M University-Commerce	42%	\$1,821	\$2,584	\$763	\$3,590,510	\$269	\$2,853
33	The University of Texas-Pan American	58%	\$1,561	\$2,462	\$901	\$10,479,762	\$356	\$2,818
34	University of Houston-Downtown	53%	\$1,615	\$2,468	\$853	\$2,502,275	\$152	\$2,620
<b>STATEWIDE AVERAGE</b>		<b>52%</b>	<b>\$1,913</b>	<b>\$2,909</b>	<b>\$996</b>	<b>\$10,079,051</b>	<b>\$656</b>	<b>\$3,565</b>



