

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Executive Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:38 p.m., Thursday, May 13, 2010. Executive Committee members in attendance were Dr. Carol Gunn, Chair; Dr. Lynwood Givens, Secretary; and Mr. Charles Engelman, Member-at-Large. Other regents attending the meeting were Mr. Mike Bernhardt, Mr. Kenny Bryant, Mrs. Tiffany Burks, Mr. Shawn Hessing, Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Mike Dye, Director of Information Systems; Mr. Steve Shelley, Director of Purchasing; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending was Mr. Chris Stolarzyk, new Student Government Association president. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chair Gunn called the meeting to order at 1:38 p.m.

Reading and Approval of Minutes

10-95. The minutes of the Executive Committee meeting February 11, 2010, were approved as presented.

Energy Savings Project

10-96. Dr. Gunn reported that the board received information regarding a possible energy savings project in November and in February. Since the February meeting the situation has changed and the administration continues to review the matter. Dr. Rogers stated that the administration has been advised that the Texas Bond Review Board will not approve energy performance projects until the results of a statewide audit of performance contracts are disclosed. The university has issues with air quality and also has antiquated control systems. The work necessary at MSU may not lend itself to being funded through a performance contract, whereby the project would be paid for through energy savings.

The administration is continuing to look at the issue and will likely bring additional information and recommendations to the board in the future.

Capital Expenditure and MP1 Report FY 2011-2015

10-97. Dr. Gunn reported that the Texas Higher Education Coordinating Board (THECB) requests an update each year of the university's five-year plan for construction, land acquisition, information resource projects, and major repair and renovation projects that are greater than \$1 million. A copy of the proposed plan for Midwestern State University was presented as shown as Attachment 1.

Dr. Rogers noted that while the projects included in the plan total \$136,500,000, this is a planning tool for the future. He added that funding that would become available would have a bearing on when the projects would be accomplished. Dr. Rogers indicated that the administration is currently working with a local architect to develop an overall physical master plan for the university to be presented to the board in the future.

Dr. Rogers then reviewed the key items on the list.

- A. A new library building and the Moffett Building Reconstruction remain at the top of the list. While Moffett Library is one of the most beautiful buildings on campus, the original structure was built in the early 1960's and was increased in size in the mid-1980's. The building is not ADA accessible and needs a great deal of infrastructure work. The administration has determined that it would be best to build a new library and then renovate the existing facility to house the West College of Education, Information Systems, and student academic services, to include admissions, the registrar, financial aid, and several other offices that are currently crowded into Hardin South. The estimate for these projects is \$60 million and funding would likely come from Tuition Revenue Bonds (TRBs) from the state. With TRBs, the university pledges its tuition and the state then pays the obligation. While it will likely be quite some time before the state is in a position to fund TRBs, this is something that must be addressed in the coming years.
- B. This is the first time a new University Police Building has appeared on the list. Dr. Rogers indicated that Mr. Owen and his people have looked at the existing building and it is not worth repairing and renovating. A new building is needed and it should be located near the center of the campus. This project can be accomplished with Higher Education Assistance Funds (HEAF) as soon as funding of other projects is complete.
- C. Bolin Science Hall needs a new HVAC system and has additional safety and air quality issues that need to be addressed.
- D. The acquisition of Christ Academy property has presented great opportunities for the university. The buildings could be used by the music program and possibly other academic and administrative areas of the university.



- E. Hardin Administration Building was built in 1938 and has many infrastructure needs that must be taken care of over time. This facility was on the MP1 previously at a much larger sum. The amount has been reduced to focus on the infrastructure needs of the building.
- F. Fain Fine Arts Center is in need of fire safety, ADA, and other infrastructure modifications.
- F. The Wichita Falls Museum of Art at Midwestern State University needs renovating and upgrading, which will require a major fund raising effort. A starter grant has been requested and information should be received soon.

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

Mr. Engelman asked how the administration would determine what a library should look like in 20 years. Dr. Rogers responded that the information revolution as well as the availability of information electronically has caused a major shift in thinking about libraries. The modern library has more space for leisure reading and group study, as well as high technology computer labs. Dr. Long added that there has been a major change in libraries over the last 15 years and this will likely be further refined over the next 20 years. Dr. Rogers reported that he was recently on the Duke University campus and visited the library. They constructed a new library and attached it to their existing building. The old library is now used more as an art gallery and the new library is much smaller. The first thing you see in the new library is a coffee shop, snack bar, and leisure reading area. He added that the administration would look at a number of new libraries around the country to determine best practices.

Mr. Sanchez asked how many buildings are currently not being utilized on the campus. Dr. Rogers responded that the Biology House, Marchman Hall, McCullough Hall, and the Instrumental Music Hall are currently vacant. He added that if the board approves the following board item, McCullough Hall would be occupied and McGaha Hall would be vacant. He noted that a number of buildings need to be razed when funds are available.

There being no further discussion, the motion was approved.

#### McCullough Hall Renovation

10-98. Dr. Gunn reported that with the expansion of services offered through the Academic Support Center, the administration has determined that McCullough Hall should be renovated to accommodate the center. McCullough Hall previously housed the engineering program and is currently not being used. The cost of renovation is estimated to be \$320,000 and HEAF funds are available. The administration requested authorization to proceed with this project.

Dr. Rogers noted that a portion of the 3.95% increase in tuition and fees approved by the Board in February was a \$4 per semester credit hour fee to support and expand academic

support services at MSU, primarily offered through the Academic Support Center (ASC). These services include student advising, tutorials, supplemental instruction, and orientation and skills classes. The ASC is currently housed in McGaha Hall; the space is inadequate and renovations to the current facility would be quite costly. The renovation of McCullough Hall is the best option at this time and would serve the ASC for five or six years. He added that funding for the project would come from FY 2011 HEAF funds.

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

Mr. Engelman indicated that he was pleased with the administration's recommendation to renovate an existing building rather than constructing a new facility. Dr. Givens asked if adequate contingency funds were included in the renovation cost estimate. Mr. Owen responded that he felt good about the estimate. Mr. Engelman asked about the size of the building. Dr. Long responded that McCullough Hall is 6,162 square feet.

There being no further discussion, the motion was approved.

#### Women's Softball Field Locker Room Project

10-99. Dr. Gunn reported that the board previously approved this \$475,000 project with funding from private funds. The administration requested authorization to use any unused private funds from the Ligon Project Phase I for this softball project.

Dr. Rogers reported that \$100,000 has been contributed for the softball project and another commitment of \$50,000 to \$100,000 has been made. Phase I of the Ligon Project is nearing completion and at least \$200,000 of the \$900,000 of private money in that project budget remains and will not be used. Those private funds were designated for any athletics project and are available for use in the softball project.

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

Dr. Givens noted that the original recommendation to the board was to use \$200,000 from the Ligon Phase I Project; the motion was changed to "use any unused private money" from project. Dr. Rogers responded that the specific amount of remaining funds is not yet certain and the administration thought it best to leave the amount undetermined. Dr. Givens asked if there was a legal or ethical problem with moving the money from one project to the other. Dr. Rogers responded that since the donor gave the funds to be used for athletics, with no other restrictions, they can be used for anything related to athletics.

There being no further discussion, the motion was approved.

#### Legislative Appropriations Request (LAR)

10-100. Dr. Gunn reported that MSU's Legislative Appropriations Request (LAR) for the next biennium will be prepared during the next few months. The majority of the request is driven by historical enrollment and financial figures. However, requests for special

funding require support from the Board of Regents. Dr. Gunn asked Dr. Rogers to present information concerning the university's anticipated request.

Dr. Rogers noted that the LAR is used by the Legislative Budget Board in determining its base budget recommendation that will be presented to the legislature next January. The LAR items that require board approval are the exceptional item requests. Information regarding possible items to be requested was presented.

- A. Regional Simulation Center - several years ago the university established a Regional Simulation Center in conjunction with Vernon College and United Regional Health Care System. This center utilizes human patient simulators that enhance the educational programs and experiences available to nursing students, as well as experienced nurses. These simulated human subjects have the organs and structure of the human body. The center provides an opportunity for students to practice skills and develop expertise and confidence in a risk-free environment. The equipment in this center is wearing out and new space for the center will be needed in the near future. The university's first priority for an exceptional item request is funding for the Simulation Center equipment, space, and supplies.
- B. Autism Support Program – Ms. Barrow explained that in the fall of 2008, the West College of Education began a pilot program to provide support to MSU students with autism. One of the university houses was utilized for this residential program. During the 2009 legislative session, Senator Florence Shapiro of Plano learned of the program and provided an avenue for Special Item Funding of \$100,000 each year of the current biennium. While the program is small, it is meeting a specific need and has been successful. Because the funding came from stimulus funds that will not be available in the next legislative session, the administration is working to determine if an exceptional item request should be submitted for continued funding.
- C. Reinstatement of Appropriation Reduction – Mr. Sandoval reported that in the past state agencies have been given the opportunity to include an exceptional item request for the reinstatement of appropriated funds. The university would include such a request if appropriate.
- D. TRB funding – Dr. Rogers stated that while TRB funding will likely not be available in the upcoming legislative session, it is important that Midwestern include a request if other universities do so. Funding for a new library and renovation of Moffett would be MSU's TRB request.

Dr. Gunn asked if there was a motion authorizing the administration to develop exceptional item requests to provide funding for the Regional Simulation Center, the Autism Support Program, and the reinstatement of appropriated funds, and to include a request for Tuition Revenue Bond funding for a new library building and renovation of Moffett, if deemed appropriate. Mr. Engelman moved approval of this motion. Dr. Givens seconded the motion.

Ms. Spears asked if the autism program included support for autism research. Dr. Rogers responded that it does not.

There being no further discussion the motion was approved.

Adjournment

There being no further business, the Executive Committee discussion concluded at 2:28 p.m.

Reviewed for submission:



Carol Carlson Gunn, Chair  
Midwestern State University  
Board of Regents Executive Committee

ATTACHMENT:

1. Capital Expenditure and MP1 Report FY 2011-2015

**Midwestern State University  
Capital Projects - MP 1  
Fiscal Years 2011-2015**

<u>Project Name</u>	<u>Priority</u>	<u>Project Cost</u>	<u>Sources</u>
New Library Building	1	\$40,000,000	Future TRB Funding
Moffett Building Reconstruction	2	\$20,000,000	Future TRB Funding
New University Police Building	3	\$2,000,000	HEAF
Bolin Science Hall Renovation	4	\$17,500,000	Future TRB Funding
Christ Academy Facilities Renovation	5	\$6,000,000	HEAF
Hardin Administration Building Infrastructure Renovation	6	\$10,000,000	HEAF
Fain Fine Arts Center ADA & Fire Safety Renovation	7	\$10,000,000	Future TRB Funding
Wichita Falls Museum of Art at MSU Renovation	8	\$8,000,000	Private Funds
Student Housing - Greek Housing	9	\$6,000,000	Housing Income
Clark Student Center Renovation	10	\$15,000,000	Student Union Fees
Acquisition of Property	11	\$2,000,000	Private Funds
<b>Total</b>		<b><u>\$136,500,000</u></b>	



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Finance and Audit Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:28 p.m., Thursday, May 13, 2010. Finance and Audit Committee members in attendance were Mr. Shawn Hessing, Chairman; Mr. Charles Engelman; Dr. Lynwood Givens; and Ms. Jane Spears. Other regents attending the meeting were Mr. Mike Bernhardt, Mr. Kenny Bryant, Mrs. Tiffany Burks, Dr. Carol Gunn, Mr. Sam Sanchez, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Mike Dye, Director of Information Systems; Mr. Steve Shelley, Director of Purchasing; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending was Mr. Chris Stolarzyk, new Student Government Association president. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chairman Hessing called the meeting to order at 2:28 p.m.

Reading and Approval of Minutes

10-101. The minutes of the Finance and Audit Committee meeting February 11, 2010, were approved as presented.

Review and Acceptance of Financial Reports

10-102. The Financial Reports for the months of January, February, and March 2010 were recommended for acceptance. Mr. Hessing asked Mr. Sandoval to comment on the financial status of the university as of the end of March.

Mr. Sandoval noted that for the period 9/1/09 through 3/31/10 the university's net assets increased by \$1.3 million. Operating revenues increased by \$7 million compared to the previous year due to increased federal and state grant funds and new housing. Non-operating revenues decreased by \$1.4 million as a result of lower than anticipated gift

income and a decline in investment earnings. Total expenditures increased by \$9 million when compared to the same period in 2009. Of that amount, \$1.9 million was depreciation expense owing to new campus facilities and \$3.5 million was increased financial aid support. Personnel costs increased with the mid-year salary adjustment and interest expense on debt service for new buildings also increased. Mr. Sandoval added that the university's financial condition is fair.

Mr. Engelman moved the board accept the reports as presented. Ms. Spears seconded the motion.

Mr. Engelman asked about housing income for the year compared to expenditures. Dr. Lamb responded that while housing revenues are lower than originally budgeted, operating expenses are lower as well. He added that as a cost unit, the housing operation is fine. Dr. Rogers stated that the administration is currently reviewing its policies related to requiring freshmen to live on campus. Mr. Sanchez asked why this is not a requirement for MSU students. Dr. Rogers responded that for a number of years the university experienced a shortage in on-campus housing which made it difficult to require freshmen students to live on campus. He added that he was in favor of freshmen living on campus. Dr. Farrell commented that the matter is also a philosophical issue. The administration has worked to make the university's residence halls so attractive that students want to live on campus without it being a requirement. Dr. Lamb added that university housing's capacity in the fall will be 1,379 students and all but 95 beds are reserved at this time.

Ms. Spears asked if the administration had considered not letting freshmen students bring cars to campus. Dr. Rogers responded that at the current time this is not something being considered. He noted that residential students are limited in where they can park on campus. He added that the parking lots on campus were restriped last year resulting in an increase of over 200 parking spaces. Dr. Farrell noted that complaints about parking are at an all-time low.

Dr. Givens noted that Schedule 3 of the financial report does not indicate yearly revenues. Mr. Sandoval stated that anticipated revenue for the summer terms has yet to be received and is not shown. Dr. Givens indicated that he would like to see a report that shows the anticipated target at seven months compared to actual figures. Mr. Hessing commented that he previously asked for a mid-year update on the budget and noted that this is possibly something that should be done at every meeting. Mr. Sandoval indicated that this would be done.

There being no further discussion, the motion was approved.

#### Status Report on Reduction in Appropriations for the 2010-11 Biennium

10-103. Mr. Hessing reported that in February the administration presented a plan regarding the university's required reduction of state appropriations by 5%. The board requested a report at each meeting on the status of the reduction plan (see Attachment 1). He noted that the university saved \$37,000 more than anticipated. However, in an effort to buffer

the impact of the reduction in FY 11, the amount to be returned in FY 10 was reduced to \$486,000. This item was presented as a point of information only.

Salary/Title/Position Changes in 2009-2010 Budget Approved per Board Authorization

10-104. Salary, title, and position changes approved by the president were presented for ratification as shown in the agenda document. Dr. Rogers noted that since the last board meeting one and one-half positions were added in the custodial and grounds areas. The list also included salary adjustments owing to the completion of advance degrees and filling positions at salaries lower than budgeted.

Mr. Engelman moved the board ratify these items as presented. Dr. Givens seconded the motion and it was approved.

Credit Card Service Fee

10-105. Mr. Hessing reported that in February, the board authorized the administration to assess a credit card service fee of 2.75% of the payment charge effective September 1, 2010. In order to recoup an estimated loss of \$75,000 in the current fiscal year, the administration requested that the credit card service fee take effect August 1, 2010. Dr. Rogers indicated that a large portion of the fall income is paid in August and this change will help with balancing the budget.

Ms. Spears moved approval of this item. Mr. Engelman seconded the motion.

Dr. Givens asked if the effective date should be moved earlier than August 1. It was agreed that since parents and students have been notified of the change for fall 2010 bills it was better to leave the date at August 1.

There being no further discussion, the motion was approved.

Nursing Course Fee

10-106. Mr. Hessing reported that MSU nursing students receive a portion of their instruction through the North Texas Regional Simulation Center. The administration recommended that the nursing course fee be increased from \$30 per semester credit hour to \$35 per semester credit hour effective with the spring 2011 semester. These funds would assist in providing necessary funding for the Simulation Center. Dr. Rogers indicated that instructional costs continue to escalate and this fee increase is necessary.

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

Summer Budget 2010

10-107. Mr. Hessing stated that the administration reported in February that additional funding would be needed to support an expanded summer school offering in 2010. The administration requested an allocation of \$220,000 for this purpose from unallocated local tuition.

Dr. Rogers stated that summer school is good business and that the cost of each course is less in the summer than it is during the long semesters. Mr. Hessing added this allocation of funds was built into the budget model regarding the 5% reduction.

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

#### Operating Budget for Fiscal Year 2011

10-108. The \$92,731,213 operating budget for the 2010-2011 fiscal year was recommended for approval. Ms. Spears moved approval of the budget as presented. Mr. Engelman seconded the motion.

Dr. Rogers reviewed the Budget Highlights (see Attachment 2). He noted that estimated revenues exceed estimated expenditures for the fiscal year by approximately \$48,000. He stated that fall 2009 enrollment was 6,343 and the budget is based on an enrollment of 6,300 in the fall 2010. The proposed budget represents an increase of \$2.4 million over the current budget, in spite of the reduction of funds that must be returned to the state. Of that increase, \$600,000 is for faculty and staff salary increases that were previously approved, and the remainder is primarily increased financial aid and scholarships. Dr. Rogers reported that the budget includes \$1,156,000 in private funds that are used to support faculty salaries and research projects. He added that 8.25 full-time equivalent positions appear in the budget without funding; this compares to four unfunded positions in the current budget. He noted that at the end of FY 2011, university reserves are estimated to total \$12.2 million, with approximately \$4 million of those funds being working capital.

Mr. Bryant asked which areas had unfunded positions. Ms. Maxwell responded that one position was in nursing, one-half position was in political science, and the remaining were staff positions.

Mr. Sandoval then made his budget presentation (Attachment 3). He pointed out that state appropriations provide only 26% of the total expenditure budget. Mr. Hessing noted the second slide, which showed the gap between state funding and total expenditures. The next slides were pie charts of budgeted revenues and expenditures. Mr. Sandoval explained that restricted funds include Mustangs Club contributions, Pell grant support, supplemental educational opportunity grants, the Charitable Trust, Dillard gift funds, interest earnings, and Redwine fund, among others. Miscellaneous revenues include bookstore earnings, advertising income, library fines, and parking tickets. The next slide showed the growth in scholarships and financial aid over the last few years. Mr. Hessing added that a certain amount of these funds comes from other sources and passes through directly to the students. These funds are shown as revenue and as financial aid expenditures. The final slide indicated the estimated total of university reserves as of August 31, 2011. Mr. Sandoval indicated that he would like for this number to be higher. He thanked Ms. Maxwell and Ms. Ferguson for their efforts in putting the budget together.

Mr. Hessing congratulated Mr. Sandoval and his team for their work on the budget.

There being no further discussion the motion was approved.

Adjournment

The Finance and Audit Committee discussion concluded at 3:29 p.m.

Reviewed for submission:



---

Shawn Hessing Chairman  
Midwestern State University  
Board of Regents Finance & Audit Committee

ATTACHMENTS:

1. Appropriations Reduction Plan – Status Report
2. Budget Highlights
3. Budget Presentation



**Reconciled Progress Report on 5% Reduction  
Midwestern State University  
May 13, 2010**

	<b>Reduction Plan Estimated Feb. 2010</b>	<b>Projected at May 13, 2010 Variance</b>
<b>Revenue Changes for FY 2010</b>		
Enrollment increase (additional tuition and fees)	1,330,040	1,330,040
New state authorized tuition waivers	(145,000)	(145,000)
Incentive funds (received less than budgeted)	(161,400)	(161,400)
Subtotal	<u>1,023,640</u>	<u>1,023,640</u>
<b>New Expenditures in FY 2010:</b>		0
Budget changes approved by Board of Regents 11/09		
Other changes approved by Board of Regents 11/09 - Salary Changes & Student Services Reserve Account	(448,500)	(448,500)
Budget changes approved by Board of Regents 02/10 - Scantron Eval. - Salary Changes		(9,324)
Unbudgeted adjunct and summer faculty salaries	(200,000)	(10,000)
Proposed salary changes to be approved by Board of Regents 5/10		(32,670)
Unbudgeted staff equity adjustments (1/2 year)		10,984
Secretary position/Writing Proficiency (ratified by board 11/09)	(30,250)	(220,000)
Subtotal	<u>(694,350)</u>	<u>(19,319)</u>
<b>Expenditure Savings in FY 2010</b>		
Faculty and staff salaries (through attrition and not filling vacant positions)	170,000	in above BOR action
Small Business Development Center (5% reduction)	5,430	in above BOR action
Maintenance & operation/travel (2 1/2% reduction)	75,000	
Subtotal	<u>250,430</u>	<u>(728,829)</u>
<b>FY 2010 Changes</b>	<u>579,720</u>	<u>34,479</u>
		<u>(72,015)</u>
		<u>617,256</u>
		<u>(37,536)</u>

The administration intends to return \$486,139 in FY 10 to allow for unexpected needs or expenses during the remainder of the year.

**Progress Report on 5% General Revenue Appropriation Reduction**

**FY 2010 Review**

**Midwestern State University**

**May 11, 2010**

- \*\* MSU is on target with expected increases in revenue for tuition and fees of \$1.33 million for FY 10.
- \*\* MSU achieved faculty and staff savings of \$169,584, with a goal of \$170,000, very close to the goal.
- \*\* Expected savings from a reduction of expenses in maintenance and operation and travel in the plan submitted to the Board of Regents had a goal of \$75,000, actual reduction was \$147,431.
- \*\* In 2010, MSU shifted personnel costs financed through state general revenue to local funded accounts. The goal was to address \$579,720, and by returning \$486,139 to the State Comptroller this year, those funds plus the savings from the goals set for expenditure reductions, we are on target.
- \*\* In 2011, \$1,258,555 of general revenue funds will be returned to the state.
- \*\* MSU is on target with the plan submitted February 2010 for the 5% state mandated general revenue reductions.

*Midwestern State University*  
Budget Highlights  
2010 – 2011

- The proposed FY 2011 budget for Midwestern State University Budget is \$92.7 million, an increase of \$2.4 million over FY 2010, primarily owing to scholarships and salaries. The budget is based on an estimated enrollment of 6,300 students for fall 2010.
- The budget includes a 3% increase in faculty and staff salaries, approved by the board in November 2009 as a mid-year adjustment in FY 10. This increase now carries to FY 2011 as a full year increase of approximately \$600,000.
- The budget reflects an increase 5.5 full-time equivalent (FTE) positions.
  - Two administrative positions were created for the Academic Support Center and were funded through a board-approved Academic Support Services Fee.
  - A net increase of one faculty FTE is included in the budget. While faculty numbers increased in psychology, education, art, and theater, reductions were made in history, foreign language and English Language Institute through workload reductions and retirements.
  - Two and one-half positions were added and will be funded through restricted funds, either private gifts or grants. These positions include a secretary for the Museum, a management faculty position, and a part-time position funded through grant support.
  - While the number of FTE positions in the budget increased by 5.5, the budget includes 8.25 positions without salary, compared to four unfunded positions in FY 2010.
- Supplemental State Revenue Incentive funds, trustee to the Texas Higher Education Coordinating Board (THECB) will be allocated during the 2010-2011 fiscal year totaling \$504,536.
- Fringe benefits expenditures were estimated at approximately \$10.3 million in this budget. An estimated 5% increase in group health insurance rates has been included; however, this figure may fluctuate until state negotiated rates are finalized.
- Private sources totaling \$1,155,857 provide funding for 17.76 positions and 23 faculty stipends in the budget.
- Other significant budget changes include:
  - University debt increased by \$1,021,791, primarily new housing.
  - Available funding for capital decreased by \$535,284.
  - Fringe benefits increased by \$516,940.

- The recommended budget contains the following allocations from the university's Higher Education Assistance Funds (HEAF):

Bond payment on Dillard Building	\$1,477,194
Physical Plant equipment and improvements	969,360
Allocation to six colleges for computers and academic-related equipment	298,329
Library materials	250,000
Museum	75,000
Information Systems/Telecommunications equipment and software	286,050
Computer lab upgrades	95,000
Kinesiology equipment	25,000
Equipment for administrative offices	33,500
Facilities contingency	<u>50,000</u>
<b>TOTAL</b>	<b><u>\$3,559,433</u></b>

- The budget reflects a 5% state general revenues appropriation reduction of \$1.258 million for FY 2011, which followed an estimated \$486,000 reduction in FY 2010.
- Anticipated revenues in FY 2011 exceed budgeted expenditures by \$48,965.
- The anticipated university fund balance as of August 31, 2011 is estimated to be \$12.2 million, of which \$4 million represents available working capital funds.

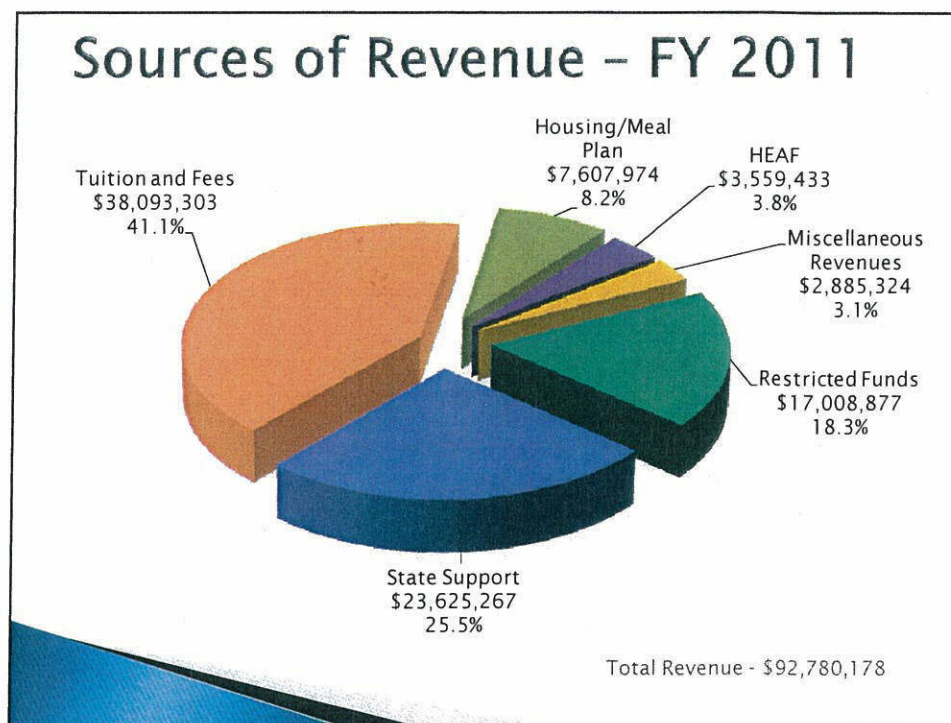
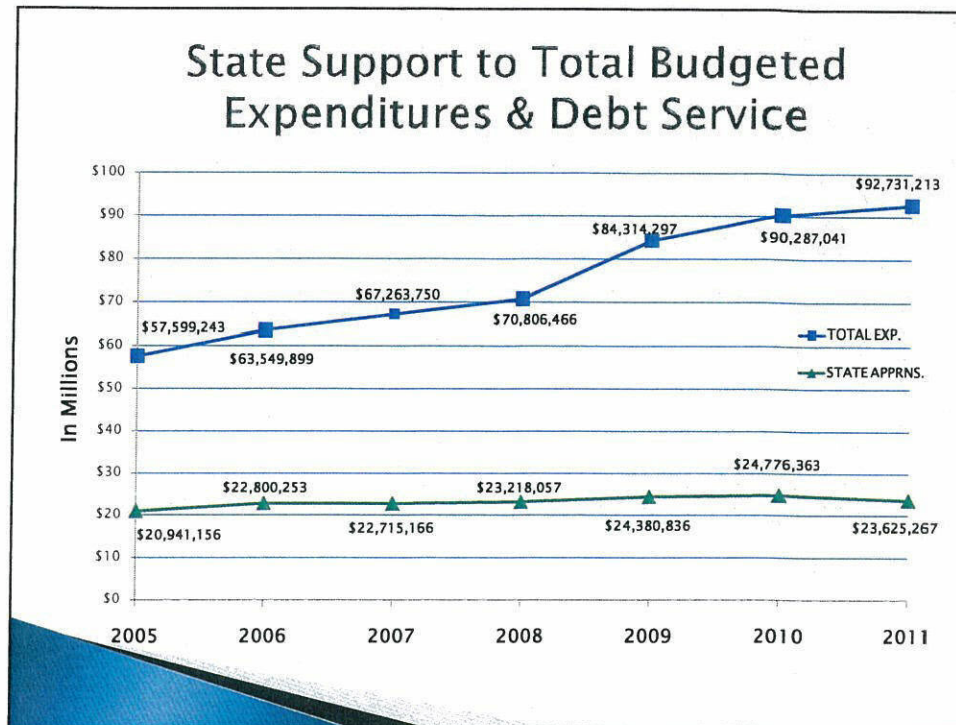
# Midwestern State University Budget Highlights FY 2010-11

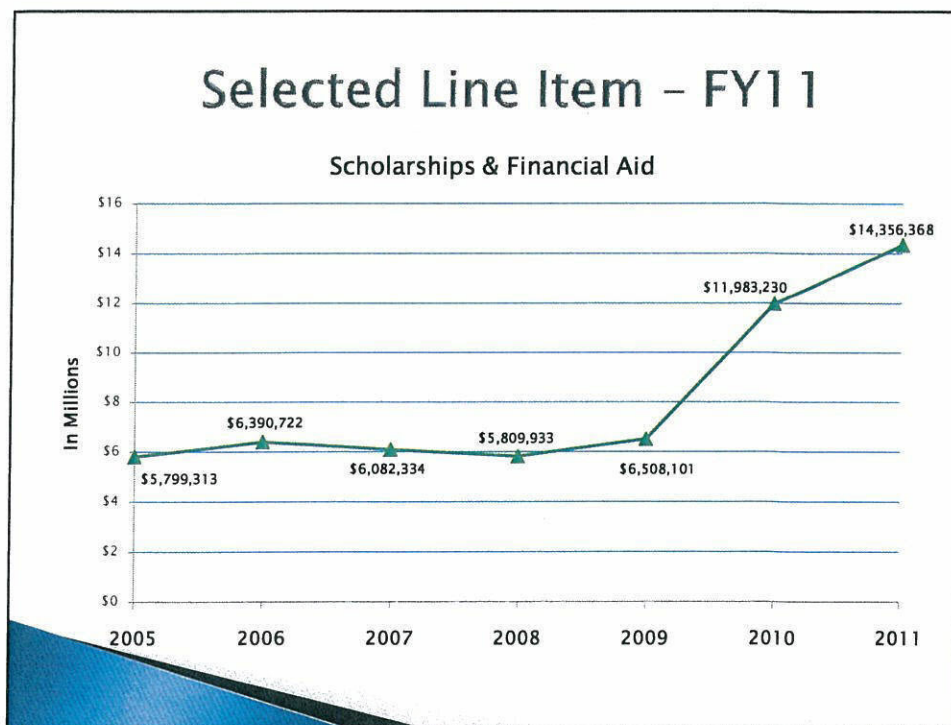
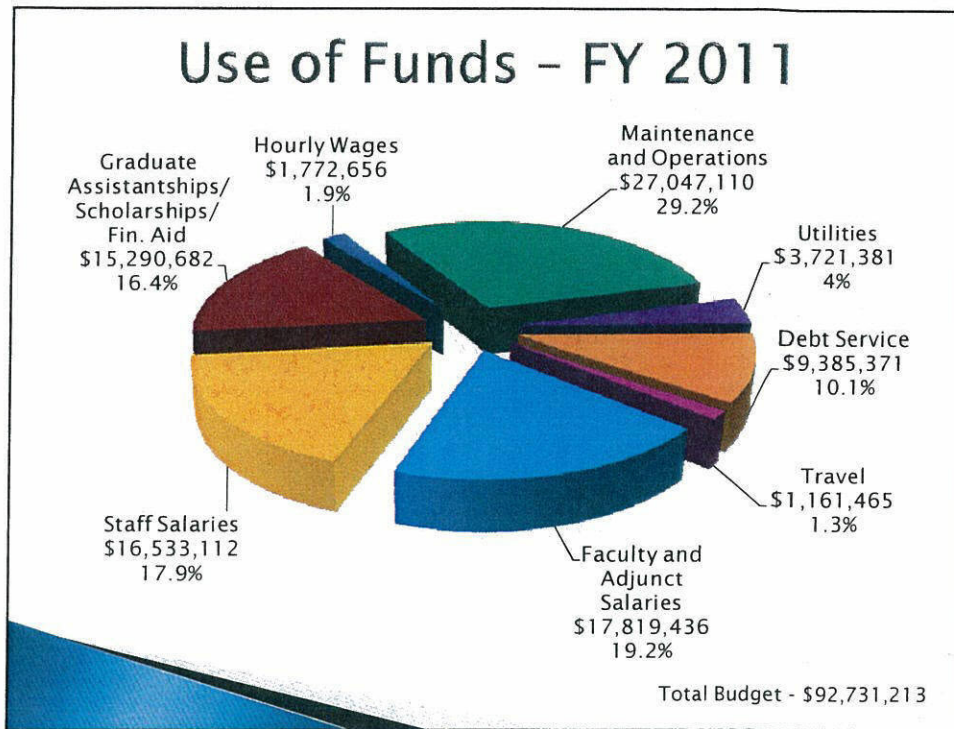
By  
Juan R. Sandoval  
May 13, 2010

## Nine-Year State Legislative Appropriations Comparison

<u>General Revenue State Support</u>		<u>as a % of Total Expenses and Debt Service</u>
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	\$ 23,331,145	33%
FY 2009	\$ 24,380,836	32%
FY 2010	\$ 24,776,363	27% (adjusted)
FY 2011	\$23,625,267	26% (estimated)







## Analysis of MSU Reserves Projected for August 31, 2011

Estimated fund balances at August 31, 2011

State Appropriated Funds	\$ 518,428
Designated Funds (incl. Tuition & Fees)	7,061,469
Auxiliary Funds (Housing, Food Service, etc.)	524,555
Gifts/Grants/Federal Support	3,361,465
Plant Funds (Renewal & Replacement)	<u>783,627</u>
Total All Funds	<u>\$12,249,544</u>

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Investment Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 3:29 p.m., Thursday, May 13, 2010. Investment Committee members in attendance were Mr. Charles Engelman, Chairman; Mr. Mike Bernhardt; Mr. Kenny Bryant, and Mr. Shawn Hessing. Other regents attending the meeting were Mrs. Tiffany Burks, Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Mike Dye, Director of Information Systems; Mr. Steve Shelley, Director of Purchasing; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending was Mr. Chris Stolarzyk, new Student Government Association president. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chairman Engelman called the meeting to order at 3:29 p.m.

Reading and Approval of Minutes

10-109. The minutes of the Finance and Audit Committee meeting February 11, 2010, were approved as presented.

Review and Acceptance of Investment Report

10-110. The administration recommended the second quarter 2010 investment report for acceptance. Mr. Engelman noted that the report was previously distributed to the board. Mr. Sandoval reported that the book value of the university's cash investments is \$45 million. The overall rate of return for the quarter was 1.25%. He noted that the investment instruments used with these funds are very conservative in accordance with the Texas Public Funds Investment Act. Additionally, there are university-held endowments with a book value of approximately \$4.7 million that are managed by American National Bank.



Mr. Hessing moved acceptance of the report as presented. Mr. Bryant seconded the motion and it was approved.

Investment Management Services/Redwine Estate

10-111. For the benefit of the new regents, Mr. Engelman explained that during the last year the university received an unrestricted gift from the estate of Bruce Redwine totaling almost \$10 million. With those funds, the Board of Regents established a quasi-endowment and determined that the earnings would be used for student scholarships. There was some question as to whether the investment of those funds was restricted only to those instruments permitted under the Texas Public Funds Investment Act. The administration requested an opinion from the Texas Attorney General. An opinion was recently received which indicated that the board is not restricted by the Act when managing these funds. A Request for Proposals (RFP) was prepared for the purpose of reviewing investment management firms to oversee the investment of these funds. The proposals were received this week and, owing to the short time frame, the administration recommended that the committee authorize the board chair to work with the administration in selecting the investment firm or firms to manage these funds, in consultation with the Investment Committee chair and the Finance and Audit Committee chair. Mr. Engelman stated that the university should hire a firm that understands how to manage funds during both bear and bull markets.

Dr. Rogers reported that the university received approximately 35 proposals and the review process will take some time. He noted that if the board approved the administration's recommendation, Mr. Sandoval and his people would use a standard evaluation system to narrow the field to between six and eight proposals.

Mr. Engelman indicated that he would like to see the Redwine Fund produce four percent for the university to use for student scholarships. He added that another four percent should be earned to take care of inflation, as well as an amount on top of that to take care of market downturns. He noted that additional risk would be involved to produce this expected return.

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

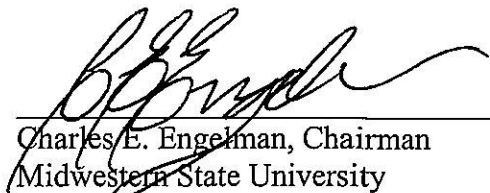
Mr. Sandoval asked about the types of measurements he and his staff should consider as they review the proposals. He noted that the RFP includes information such as historical performance, financial condition, scope of services, portfolio design, reporting services, and cost of providing services. Mr. Engelman responded that he was particularly interested in looking at the track record of the firms being considered. Mr. Hessing indicated that the RFP criteria would be a good starting point in narrowing the field. Mr. Engelman stated his agreement and noted that during phone interviews with the finalists they could discuss individual strategies, risk management, downturns, and other such topics. Mr. Hessing noted that there should also be some discussion concerning safekeeping and control reports.



Adjournment

The Investment Committee discussion concluded at 3:46 p.m.

Reviewed for submission:



---

Charles E. Engelman, Chairman  
Midwestern State University  
Board of Regents Investment Committee

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Personnel and Curriculum Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 4:02 p.m., Thursday, May 13, 2010. Personnel and Curriculum Committee members in attendance were Dr. Lynwood Givens, Chairman; Mrs. Tiffany Burks, Mr. Sam Sanchez, and Ms. Jane Spears. Other regents attending the meeting were Mr. Mike Bernhardt, Mr. Kenny Bryant, Mr. Charles Engelman, Dr. Carol Gunn, Mr. Shawn Hessing, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Mr. Mike Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. KeVaughn Graham, 2009-2010 Student Government Association (SGA) president, and Mr. Chris Stolarzyk, 2010-2011 SGA president.

Chairman Givens called the meeting to order at 4:02 p.m.

Reading and Approval of Minutes

10-112. The minutes of the Personnel and Curriculum Committee meeting February 11, 2010, were approved as presented.

Faculty Report

10-113. Ms. Ann Medford, MSU Faculty Senate Chair, provided background information regarding the Faculty Senate for the benefit of the new regents. The Faculty Senate is made up of 25 faculty members. One senator represents every 10 full-time faculty members in each college. The officers include chair, vice chair, secretary, treasurer, and parliamentarian. The new officers were recently elected and will be ratified in August. The officers make up the executive committee and they meet with Dr. Rogers on a regular basis. The responsibilities of the Faculty Senate are to promote the general welfare of the university, to serve as an advisory committee to the president, to advise administrative officers of the university on proposed changes in policy, and to periodically review existing policies related to faculty, student, and academic affairs.

Ms. Medford reported that she has had the privilege of attending meetings of the Texas Council of Faculty Senates and has gained an appreciation for the working relationship that exists between the MSU Faculty Senate, the administration, and the Board of Regents. She then presented the following update.

- A. The Faculty Senate recommended faculty to serve on the Provost Search and Screening Committee, recommended emeritus status for four retiring faculty members, and endorsed the proposed mission statement.
- B. The course evaluation form was adopted by the Senate and two senators volunteered to serve on a committee to create a separate evaluation form for courses taught completely on-line.

#### Staff Report

10-114. Mr. Chris Gore, chairman of the MSU Staff Senate, presented the following information.

- A. The Staff Senate developed a scholarship program to benefit MSU staff members pursuing degrees at MSU. The first two scholarships will be given in the fall and applications are currently being accepted.
- B. The Senate sent two teams to work on the Habitat for Humanity "House that Midwestern Built."
- C. The Senate was honored by two guest speakers this spring – Dr. Rogers and Dr. Farrell.
- D. Staff Senate elections conclude soon and new senators will take office in the fall.
- E. The Senate is very pleased that its Staff Emeritus Policy proposal is on the agenda for the board's consideration.

#### Small Class Report – Spring 2010

10-115. Dr. Givens reported that the 20<sup>th</sup> class day of the spring semester fell the day before the February board meeting and a preliminary report was presented at that meeting. The final small class report for the spring 2010 varies slightly from that preliminary report and a final copy was presented in the agenda as a point of information.

#### Review of Personnel Reports for FY 09-10 Budget

10-116. Dr. Givens noted that the reports on personnel changes in January, February, and March, 2010, were presented in the agenda for information only. He reported that the summary indicates that 3.75 positions have been added since the beginning of the fiscal year. He added that these positions were deemed critical prior to the budget reduction that was mandated in February.

#### Holiday Schedules for Staff Employees – 2010-2011

10-117. The holiday schedules for MSU staff employees for the 2010-2011 fiscal year were recommended for approval as shown in the agenda document. Ms. Barrow reported that the state of Texas has approved 17 holidays each year; however, the holidays that fall on Saturday or Sunday are not counted. The total number therefore varies between 12 and 15 each year. Institutions of higher education are allowed to establish holiday schedules that fit most appropriately with the academic calendar. In 2010-2011, staff employees will have 12 holidays. Ms. Barrow reminded the board that during the summer the majority of the university employees observe the four-day work week, working 10 hours each day. However, some employees continue working eight-hour shifts, five days each week. Recommended holiday schedules were presented for employees in the two summer schedules. Dr. Rogers added that the 10-hour work schedule was implemented to help with utility savings. Ms. Weakley noted that some of the areas that work the five-day summer schedule are the physical plant, information technology, housing, police, and the Clark Student Center.

Mr. Sanchez moved approval of the holiday schedules as presented. Mrs. Burks seconded the motion and it was approved.

#### May 2010 Graduating Class

10-118. The administration recommended approval of the list of candidates for May 2010 graduation as shown in the agenda documents. Dr. Givens reported that 688 students were on the list, which compares to 691 students in 2009.

Mrs. Burks moved approval of the list as presented. Ms. Spears seconded the motion.

Mr. Sanchez asked about the decline in the number of graduates. Ms. Barrow responded that 2009 was the largest spring class in the history of the university. Dr. Long added that the December graduating class was larger as well and that it can vary slightly from year to year.

There being no further discussion the motion was approved.

#### Addition of Major – Master of Science in Exercise Physiology; Approval of Mission Statement

10-119. The administration requested authorization to offer a new Master of Science in Exercise Physiology degree program and to approve the mission statement for the program. Dr. Givens noted that no new faculty or facilities are required with the addition of this major.

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

#### MSU Catalog Changes

10-120. The administration recommended changes to the MSU graduate catalog as shown in the agenda document. Dr. Long noted that the only substantive change related to the requirement for a comprehensive exam. He indicated that the requirement varies

greatly from one degree program to another and it was important to accurately describe the requirement in the catalog.

Mrs. Burks moved approval of this item as presented. Mr. Sanchez seconded the motion.

Mr. Sanchez asked why the non-thesis option was being removed from the MBA degree requirements. Dr. Long responded that all of the students in the MBA program are now required to write a thesis and the catalog has not been updated since that change was made. Dr. Givens asked if the reduction from 36 to 33 hours was to bring the degree more in line with the Executive MBA. Dr. Long responded that it was.

Ms. Spears asked about removing foreign language from the requirements for the Master of Arts in psychology. Dr. Rogers responded that this is a national trend in graduate degree programs because the majority of scholarly journals are now published in English. Dr. Long added that this change was initiated by the faculty in the department.

There being no further discussion the motion was approved.

#### MSU Policies and Procedures Manual Changes

10-121. The following changes to the *MSU Policies and Procedures Manual* were recommended for approval. The specific items were explained as shown below.

- a. Policy 1.3 – Mission/Philosophy – the administration recommended a new mission and values statement for the university (see Attachment 1). Dr. Rogers commended Dr. Clark and his committee for their efforts. He added that the university generally reviews its mission statement every five years at the beginning of a new cycle of strategic planning.
- b. Policy 3.216 – Staff Termination/Discharge – modifications were recommended to clarify the policy and to reflect current procedures.
- c. Policy 3.228 – Staff Employee Disciplinary Procedures – modifications were recommended by the Data Standards Committee to address intentional misuse of computer systems and disclosure of confidential information. Mrs. Burks asked about Item B.2 of the policy. The proposed change added “an inadvertent breach of computer network system security by responding to requests for secure passwords,” as an example of misconduct. She asked for clarification of this statement. Mr. Dye responded that there have been a number of instances where employees have inadvertently given their password to others. Ms. Weakley added that employees have received phishing e-mails from outside the university. The employee believes it is an internal e-mail and replies by giving his/her password and other information. It has caused trouble with the university network in the past. The proposed policy differentiates between gross misconduct, which would be intentional misuse of the system, and misconduct, which would be an inadvertent breach by unintentionally

releasing a password. Mrs. Burks asked if it wouldn't be easier to inform employees and ask for their cooperation. Ms. Weakley responded that employees have been informed and it has continued to happen. The Data Standards Committee felt that some type of enforcement needed to be added to this policy.

- d. Policy 3.317 – Academic Emeritus Status - Faculty and Administration – this change related to the policy that is scheduled to go into effect September 1, 2010. As part of the budget reduction plan, the administration intends to cancel computer dial-up access to the university computer system. This is the only policy that indicates this service will be provided and a change was recommended.
- e. Policy 3.330 – Student Employment – modifications to the policy were recommended to reflect changes in procedures required by the E-Verify process.
- f. Policy 4.181 – Information Systems Policies and Procedures – modifications were recommended to reflect current procedures and to address security issues. Mr. Sanchez noted that there was an incomplete sentence at the bottom of the first page of Policy 4.181. Ms. Barrow indicated that she would review the matter and report back to the board Friday.
- g. NEW POLICY – Staff Emeritus Status – the proposed new policy addresses emeritus status for non-faculty employees serving as vice president, associate vice president, dean, director, or department head.
- h. NEW POLICY – Space Management & Construction Project Review – this new policy was recommended following a peer audit team visit to the campus and their review of university policies.
- i. POLICY DELETION – Policy 4.129 – Electronic Message Center – the electronic message center no longer exists and it was recommended that this policy be deleted.

Mrs. Burks moved approval of policy changes A-E and G-I as presented. Ms. Spears seconded the motion and it was approved.

#### Proposed Faculty Development Leaves – 2010-2011

10-122. Dr. Givens reported that this item was removed from the agenda.

#### Executive Session

Dr. Gunn announced that the board would go into executive session at 4:35 p.m. to discuss Item 10-123 (Request for Faculty Leave of Absence), Item 10-124 (Emeritus Status for Retiring Faculty), Item 10-125 (Faculty Promotions), and Item 10-126 (Faculty Tenure) as allowed by Texas Government Code Chapter 551, Section 551.074, Personnel Matters. Board members, Dr. Rogers, Dr. Long, Dr. Clark, Dr. Farrell, Mr. Lee, Mr. Spencer, and Ms. Barrow remained for the discussion.

### Open Session

At 5:25 p.m. the executive session concluded with an announcement by Dr. Gunn that the only items discussed were the items announced and no votes were taken.

### Request for Faculty Leave of Absence – Fall 2010

10-123. Dr. Givens recommended approval of the administration's request that Marsha May, Assistant Professor of Mathematics, be granted a leave of absence for the fall 2010 semester, and that her pay during this time be reduced to \$500 per month in order for her to remain eligible to receive insurance benefits from the state. Ms. Spears seconded the motion and it was approved.

### Emeritus Status for Retiring Faculty

10-124. Dr. Givens presented the administration's recommendation that the following individuals be granted emeritus status.

- A. Ms. Kathy Bauer – Assistant Professor of Accounting – 29 years
- B. Dr. Michael Collins – Professor of History and Regents' Professor – 25 years
- C. Dr. Ronald Hough – Professor of Music – 39 years
- D. Dr. Grant Simpson – Professor of Educational Leadership and Technology – 10 years

Mr. Sanchez moved approval of this item as presented. Mrs. Burks seconded the motion and it was approved.

### Faculty Promotions

10-125. The administration recommended the following individuals for promotion.

#### From the Rank of Assistant Professor to Associate Professor:

Matthew Capps, Ph.D.	Educational Leadership and Technology
Christopher Hansen, Ph.D.	Chemistry
Roy Vogtsberger, Ph.D.	Biology

#### From the Rank of Associate Professor to Professor:

Magaly Rincon-Zachary, Ph.D.	Biology
Dawn Slavens, Ph.D.	Mathematics
Beverly Stiles, Ph.D.	Sociology
Michael Vandehey, Ph.D.	Psychology

Mrs. Burks moved approval of this item as presented. Ms. Spears seconded the motion and it was approved.

### Faculty Tenure

10-126. The administration recommended the following individuals be granted tenure.

Guy Bernard, Ph.D.	Mathematics
Jeffrey Hood, Ph.D.	Mathematics



Michelle Knox, Ph.D.	Mathematics
Adam Lei, Ph.D.	Finance
Dana Mills, M.D.	Biology
James Owen, Ph.D.	Economics
Terry Patton, Ph.D.	Accounting
Catherine Prose, MFA	Art
John Schreiber, Ed.D.	Education and Reading
Roy Vogtsberger, Ph.D.	Biology

Mr. Sanchez moved approval of this item as presented. Mrs. Burks seconded the motion and it was approved.

MSU Policies and Procedures Manual Changes

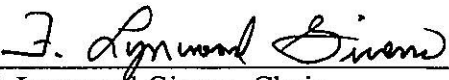
10-121. Ms. Barrow noted that during the executive session Ms. Weakley reviewed Policy 4.181, Item 10-121f. She discovered that the word "solution" was missing from the first page of the policy. A revised page was provided to the board for review (see Attachment 2).

Ms. Spears moved approval of this item as corrected. Mrs. Burks seconded the motion and it was approved.

Adjournment

There being no further business, the Personnel and Curriculum Committee discussion concluded at 5:30 p.m.

Reviewed for submission:

  
 F. Lynwood Givens, Chair  
 Midwestern State University  
 Board of Regents Personnel & Curriculum Committee

ATTACHMENTS:

1. Policy 1.3 (Revised)
2. Policy 4.181 (Revised 1<sup>st</sup> Page of Policy)

### 1.3 President's Office

#### **MISSION/PHILOSOPHY OUR MISSION/OUR VALUES**

**Date Adopted/Most Recent Revision: 05/09/2008- 5/14/10**

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

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

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

#### **OUR MISSION**

Midwestern State University is a leading public liberal arts university committed to providing students with rigorous undergraduate and graduate education in the liberal arts and the professions. Through an emphasis upon teaching, augmented by the opportunity for students to engage in research and creative activities alongside faculty and to participate in co-curricular and service programs, Midwestern State prepares its graduates to embark upon their careers or pursue advanced study. The university's undergraduate education is based upon a comprehensive arts and sciences core curriculum. The understanding that students gain of themselves, others, and the social and natural world prepares them to contribute constructively to society through their work and through their private lives.

#### **OUR VALUES**

Excellence in teaching, learning, scholarship, and artistic production  
Intellectual curiosity and integrity  
Critical thinking  
Emotional and physical well-being  
Mutual respect, civility, and cooperation  
Social justice  
Civic service  
Stewardship of the environment, and of financial and human resources  
A safe, attractive, and well-designed campus

**4.181 Administration & Finance****INFORMATION SYSTEMS POLICIES AND PROCEDURES****Date Adopted/Most Recent Revision: 08/04/2006****A. General**

This policy applies to all users of the university's telecommunications, computer and network services. The university provides telephone, computer and network resources for use by students, faculty, staff and other persons affiliated with the university. The use of these resources is governed by this policy. Any violation of this policy or misuse of these resources, whether deliberate or incidental, may result in disciplinary actions according to university policies, as well as possible legal actions. Violations of security protocols in this policy shall be reported to the supervisor, the Director of Information Systems and the appropriate vice president or the provost.

**B. Definitions****1. Telecommunications**

Hardware, software and personnel to provide audio and digital voice communications on and off campus. This includes the installation, maintenance and design of existing and future voice requirements.

**2. Computer Systems**

~~Mainframe~~ Midrange, server, and personal computer assets that are used for university administration, student development and academic endeavors. Use of these assets is governed by legal statutes for copyrighted software, university-developed software policy, and software developer licenses.

**3. Network Services**

Operations, equipment, maintenance and technical services that are provided to the university for the continued growth and development of the campus-wide communications network. These services include small computer software and hardware maintenance and installation of university-purchased equipment.

**C. Guidelines**

The university has established the following guidelines governing the proper use and workload management of Information Systems resources and personnel.

**1. Telecommunications**

All telephone outages will be reported by the user through the telephone outage reporting system at Ext. 4555. Requests for new installations, system reprogramming and telephone instrument relocations will be submitted using the Information Systems work order system Service Request Form.

**2. Computer Systems Programming Requests**

Information Systems service requests ~~Service Request Forms~~ will be completed submitted using the Information Systems work order system. Once submitted, the data custodian for the area must approve the concept and access to specific data elements. Following approval from the data custodian to proceed, Information Systems will determine actual feasibility of the project and/or report. It is the practice of the university to not perform custom programming on purchased applications unless there is no other viable solution. and set to the President, Provost or appropriate vice president for approval and

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Student Services Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:30 p.m., Thursday, May 13, 2010. Student Services Committee members in attendance were Mr. Charles Engelman, Chairman; Mrs. Tiffany Burks; Dr. Lynwood Givens; and Mr. Sam Sanchez. Other regents attending the meeting were Mr. Mike Bernhardt, Mr. Kenny Bryant, Dr. Carol Gunn, Mr. Shawn Hessing, Ms. Jane Spears, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. KeVaughn Graham, 2009-2010 Student Government Association (SGA) president, and Mr. Chris Stolarzyk, 2010-2011 SGA president.

Chairman Engelman called the meeting to order at 5:30 p.m.

Reading and Approval of Minutes

10-127. The minutes of the Student Services Committee meeting February 11, 2010, were approved as presented.

Student Government Report

10-128. Mr. KeVaughn Graham, SGA President, presented the following information.

- A. The SGA had a very good year, with greater participation in Homecoming activities and other programs, as well as increased interest in student elections.
- B. Students are very proud of the Dillard College of Business Administration accreditation.
- C. The SGA encouraged changes to the writing proficiency exam process so that students now have more opportunities to practice and prepare for the exam.

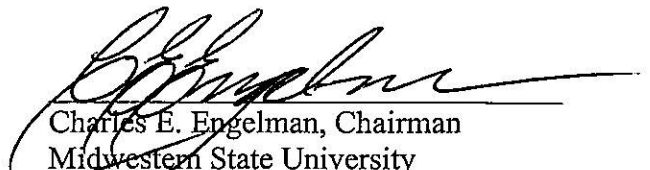
- D. Community outreach by SGA increased through student involvement in the Great Day of Service, the Relay for Life, and assisting families at Thanksgiving.
- E. The Student Senate passed a bill to create a free-play area on campus.
- F. SGA closed the year with a dinner and a presentation on etiquette by Ms. Janus Buss. He noted that Ms. Buss made an excellent presentation and the students were very impressed.
- G. KeVaughn thanked Dr. Farrell and Dr. Lamb for their assistance during the year. He also thanked Mr. Benton for his work as SGA Vice President and commended him for his representation of the student body as Student Regent. He thanked the board members for the opportunity to present information at each meeting. He noted that he would graduate Saturday with a BBA in accounting.

Mr. Graham then introduced Mr. Chris Stolarzyk, the new SGA president, and wished him the best in the upcoming year. Mr. Stolarzyk reported that he is from Minnesota and is a senior majoring in political science. He indicated that he looked forward to continuing the MSU tradition of student government.

#### Adjournment

The Student Services Committee discussion concluded at 5:37 p.m.

Reviewed for submission:



Charles E. Engelman, Chairman  
Midwestern State University  
Board of Regents Student Services Committee

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**University Development Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:37 p.m., Thursday, May 13, 2010. University Development Committee members in attendance were Ms. Jane Spears, Chair; Mr. Mike Bernhardt; Mr. Kenny Bryant; and Mrs. Tiffany Burks. Other regents attending the meeting were Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Shawn Hessing, Mr. Sam Sanchez, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. KeVaughn Graham, 2009-2010 Student Government Association (SGA) president, and Mr. Chris Stolarzyk, 2010-2011 SGA president.

Chair Spears called the meeting to order at 5:37 p.m.

Reading and Approval of Minutes

10-129. The minutes of the University Development Committee meeting February 11, 2010, were approved as presented.

Summary of Financial Support 9/1/09 – 4/16/10

10-130. This report was presented in the agenda document as a point of information only. Ms. Spears noted the following gifts received since the last board meeting:

- A. A grant of \$100,000 was received from the O'Donnell Foundation and designated for the Juanita and Ralph Harvey School of Visual Arts Visiting Artist Program.
- B. A grant of \$15,000 was received from the E. Paul and Helen Buck Waggoner Foundation for scholarships in the health sciences. Since giving its first grant to MSU, the Waggoner Foundation has contributed \$600,000 to the university.
- C. A gift of \$7,500 was received from the estate of Dorothy J. Brown for scholarships. To date, MSU has received over \$394,000 from this estate.

Dr. Farrell reported that year-to-date contributions total just over \$6 million.

Ms. Spears noted that each regent was given a list of recent donors and their contact information. She encouraged board members to write at least one thank you note to a university donor.

Adjournment

The University Development Committee discussion concluded at 5:41 p.m.

Reviewed for submission:

A handwritten signature in black ink, appearing to read "Jane Spears", written over a horizontal line.

Jane Spears, Chair  
Midwestern State University  
Board of Regents University Development Committee



**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Athletics Committee  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:41 p.m., Thursday, May 13, 2010. Athletics Committee members in attendance were Mr. Kenny Bryant, Chairman; Mr. Mike Bernhardt, Mr. Shawn Hessing, and Mr. Sam Sanchez. Other regents attending the meeting were Mrs. Tiffany Burks, Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Ms. Jane Spears, and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. KeVaughn Graham, 2009-2010 Student Government Association (SGA) president, and Mr. Chris Stolarzyk, 2010-2011 SGA president.

Chairman Bryant called the meeting to order at 5:41 p.m.

Reading and Approval of Minutes

10-131. The minutes of the Athletics Committee meeting February 11, 2010, were approved as presented.

Athletics Status Report

10-132. Mr. Charlie Carr presented information concerning the athletics program.

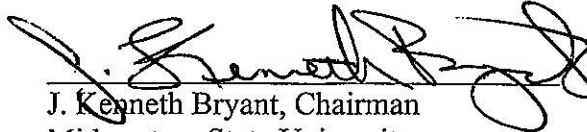
- A. Student athletes from eight of the twelve MSU teams played in the NCAA post season (cross country, football, men's soccer, men's basketball, men's golf, women's golf, women's tennis, and softball).
- B. The grade point average for student athletes was 2.5. Over 100 of the 310 student athletes maintained a 3.0 or higher GPA and 16 student athletes earned a 4.0 GPA.
- C. MSU student athletes performed over 2,000 hours of community service in 2009-2010.

Dr. Clark noted that the cycling team recently participated in the Collegiate National Road Cycling Championships where they won the women's and men's Division I Criterium.

Adjournment

There being no further business, the Athletics Committee discussion concluded at 5:54 p.m.

Reviewed for submission:

A handwritten signature in black ink, appearing to read "J. Kenneth Bryant", is written over a horizontal line.

J. Kenneth Bryant, Chairman  
Midwestern State University  
Board of Regents Athletics Committee

**MINUTES  
MIDWESTERN STATE UNIVERSITY  
BOARD OF REGENTS**

**Committee of the Whole  
May 13, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:30 p.m., Thursday, May 13, 2010. Regents in attendance were Dr. Carol Gunn, Chair; Dr. Lynwood Givens, Secretary; Mr. Mike Bernhardt; Mr. Kenny Bryant; Mrs. Tiffany Burks; Mr. Charles Engelman; Mr. Shawn Hessing; Mr. Sam Sanchez; Ms. Jane Spears; and Student Regent Lenny Benton.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Mike Dye, Director of Information Systems; Mr. Steve Shelley, Director of Purchasing; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending was Mr. Chris Stolarzyk, 2010-2011 Student Government Association president. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chair Gunn called the meeting to order at 1:30 p.m. Dr. Farrell presented the invocation and Ms. Buss introduced the guests.

Opening Comments

Dr. Gunn welcomed everyone to the meeting and expressed appreciation for their attendance. She noted that this was the first regular board meeting with the new regents and asked each of them to introduce themselves. Mr. Bryant noted that he grew up in Wichita Falls and graduated from Midwestern. He has been in the insurance business for over 30 years. He and his wife Lynn have two children and three grandchildren. Mr. Bernhardt stated that he also grew up in Wichita Falls and graduated from MSU. He worked in the financial industry and then manufactured oil field equipment until selling his business a few years ago. He and his wife Marcia have two children and two granddaughters, and a grandson on the way. Mr. Sanchez reported that he grew up in Alpine, Texas, received his undergraduate degree from Texas Tech University, and attended law school in Ft. Worth. He worked in the corporate world for awhile before returning to Ft. Worth to practice law. He and his wife Ginger have two children in grade school. Mrs. Burks grew up in Dallas, graduated from the University of Texas at Austin, and

attended Texas Southern University in Houston for law school. She is an Assistant District Attorney in Ft. Worth. Her husband Glen is a lieutenant colonel in the army and is currently serving in Iraq. She is looking forward to his return home next month. She has three step-children and two grandchildren.

Dr. Rogers welcomed the new regents on behalf of the administration, faculty, and students of Midwestern State University. He stated that Governor Perry did a great job in finding these individuals.

#### Public Comment

Dr. Gunn 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. She noted that no one signed up to speak during this time.

#### Appointment of Board Committees

10-93. Dr. Gunn noted the board committee appointments were presented in the agenda document. She thanked the board members for agreeing to serve on these committees.

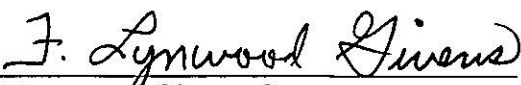
#### Resolutions

10-94. Resolutions of appreciation were presented for retiring regents, Munir Lalani, Stephen Gustafson, and Ben Wible, as well as a resolution honoring the late Charlye Farris (see Attachment 1). Ms. Spears moved approval of these resolutions as presented. Mr. Hessing seconded the motion and it was approved.

#### Adjournment

There being no further business, the meeting adjourned at 1:38 p.m.

Reviewed for submission:

  
F. Lynwood Givens, Secretary  
Midwestern State University  
Board of Regents

#### ATTACHMENT:

1. Resolutions (Munir Lalani, Stephen Gustafson, Ben Wible, and Charlye Farris)

**MIDWESTERN STATE UNIVERSITY**  
**RESOLUTION OF APPRECIATION**  
May 13, 2010

**WHEREAS**, Munir A. Lalani served with distinction as a member of the Midwestern State University Board of Regents from April 17, 2001 until March 17, 2010, and

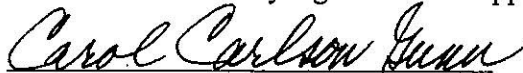
**WHEREAS**, he played a leadership role on the board as Chairman (2008-2010), Vice Chairman (2007-2008), Member-at-Large of the Executive Committee (2005-2007), and Chairman of the Finance and Audit Committee (2002-2008), and

**WHEREAS**, at various other times during his tenure on the Board of Regents, Mr. Lalani served as a member of the Personnel and Curriculum, Student Services, and Athletics committees of the board, and

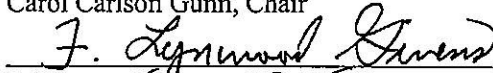
**WHEREAS**, Mr. Lalani's leadership in decisions which affected the life of the university, the integrity of its academic programs, and its financial health is greatly appreciated by his fellow board members and the university administration,

**NOW THEREFORE BE IT RESOLVED** that the members of the Board of Regents and President of Midwestern State University hereby express their most sincere appreciation to Munir Lalani for his dedicated service, and

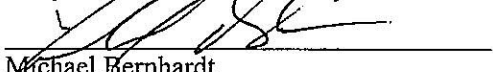
**BE IT FURTHER RESOLVED** that this resolution be made a part of the permanent minutes of this board and that a copy be presented to Mr. Lalani as a token of the university's gratitude and appreciation.



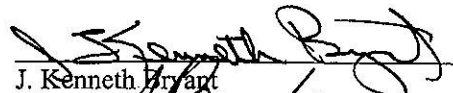
Carol Carlson Gunn, Chair



F. Lynwood Givens, Secretary



Michael Bernhardt



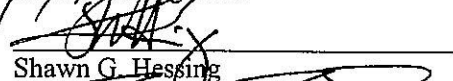
J. Kenneth Bryant



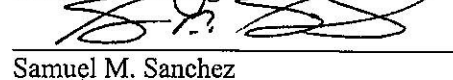
Tiffany Burks



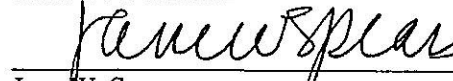
Charles E. Hageman



Shawn G. Hessing



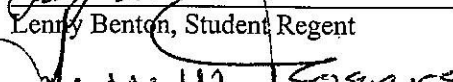
Samuel M. Sanchez



Jane W. Spears



Lenny Benton, Student Regent



Jesse W. Rogers, President



**MIDWESTERN STATE UNIVERSITY**  
**RESOLUTION OF APPRECIATION**  
May 13, 2010

**WHEREAS**, Stephen "Reno" Gustafson served with distinction as a member of the Midwestern State University Board of Regents from June 3, 2004 through March 17, 2010, and

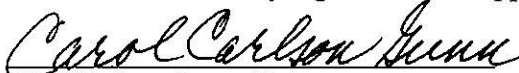
**WHEREAS**, he served as Secretary of the Board (2008-2009), Chairman of the University Development Committee (2007-2010), and at various other times during his tenure on the Board of Regents served as a member of the Student Services and Athletics committees of the Board, and

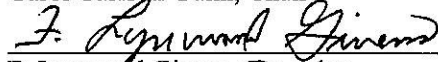
**WHEREAS**, Mr. Gustafson's business knowledge, experience, and interest in the university, its students and programs are greatly appreciated by his fellow board members and the university administration, and

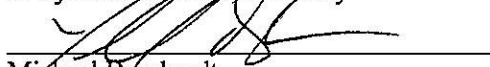
**WHEREAS**, Reno has been instrumental in university development and fund raising efforts on behalf of the university,

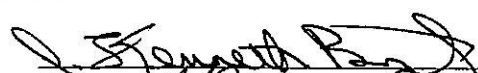
**NOW THEREFORE BE IT RESOLVED** that the members of the Board of Regents and President of Midwestern State University hereby express their most sincere appreciation to Reno Gustafson for his dedicated service, and

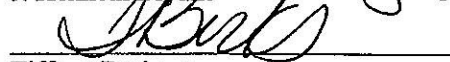
**BE IT FURTHER RESOLVED** that this resolution be made a part of the permanent minutes of this Board and that a copy be presented to Mr. Gustafson as a token of the university's gratitude and appreciation.

  
Carol Carlson Gunn, Chair

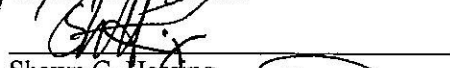
  
F. Lynwood Givens, Secretary

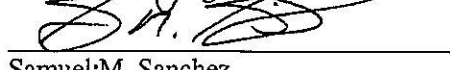
  
Michael Bernhardt


  
J. Kenneth Bryant

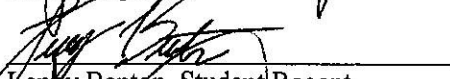
  
Tiffany Burks

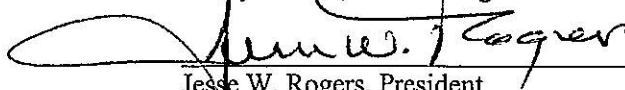
  
Charles E. Engelman

  
Shawn G. Hessing

  
Samuel M. Sanchez

  
Jane W. Spears

  
Lenay Benton, Student Regent

  
Jesse W. Rogers, President





**MIDWESTERN STATE UNIVERSITY**  
**RESOLUTION OF APPRECIATION**  
May 13, 2010

**WHEREAS**, Ben Wible served with distinction as a member of the Midwestern State University Board of Regents from June 3, 2004 through March 17, 2010, and

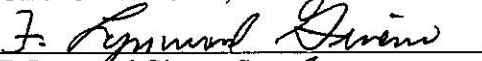
**WHEREAS**, he served as Member-At-Large of the Executive Committee (2008-2009), Chairman of the Athletics Committee (2008-2010), and at various other times during his tenure on the Board of Regents served as a member of the Finance and Audit, Personnel and Curriculum, Student Services, University Development, and Investment committees of the board, and

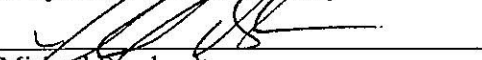
**WHEREAS**, Mr. Wible's genuine concern for the students of Midwestern State University was always apparent through his comments and actions and was greatly appreciated by his fellow board members and the administration,

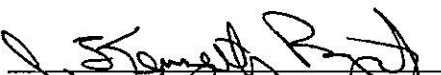
**NOW THEREFORE BE IT RESOLVED** that the Board of Regents and President of Midwestern State University hereby express their most sincere appreciation to Ben Wible for his dedicated service, and

**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. Wible as a token of the university's gratitude and appreciation.

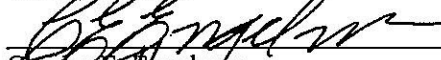
  
Carol Carlson Gunn, Chair

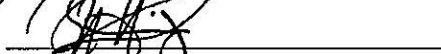
  
F. Lynwood Givens, Secretary

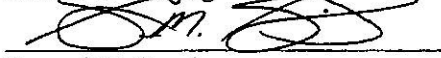
  
Michael Bernhardt

  
J. Kenneth Bryant

  
Tiffany Burks

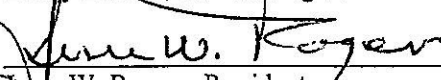
  
Charles E. Engelman

  
Shawn G. Hicking

  
Samuel M. Sanchez

  
Jane W. Spears

  
Lenny Benton, Student Regent

  
Jesse W. Rogers, President



**MIDWESTERN STATE UNIVERSITY**  
**RESOLUTION OF APPRECIATION**  
May 13, 2010

**WHEREAS**, Charlye Ola Farris lived her life with integrity and purpose, providing inspiration to women and men from every walk of life, and

**WHEREAS**, in recognition of her background, character, and interest in education, she was appointed in 2006 by Texas Governor Rick Perry to serve as a member of the Midwestern State University Board of Regents, and

**WHEREAS**, Charlye was committed to Midwestern State University and its students, provided wise counsel to the board and administration, and cared deeply for the students of this university, and

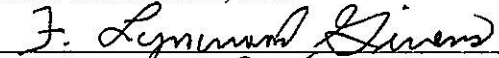
**WHEREAS**, the Midwestern State University family was saddened when Charlye's life came to an end February 18, 2010,

**NOW THEREFORE BE IT RESOLVED** that the members of the Board of Regents and President of Midwestern State University hereby express to the family of Charlye O. Farris their most sincere appreciation for her service and extend their condolences on the passing of a woman who was an example to us all, 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 Ms. Farris' family as a token of the university's gratitude.



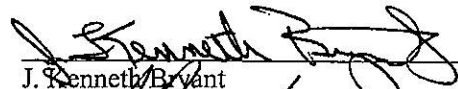
Carol Carlson Gunn, Chair



F. Lynwood Givens, Secretary



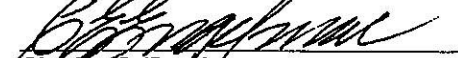
Michael Bernhardt



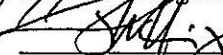
J. Kenneth Bryant



Tiffany Burks



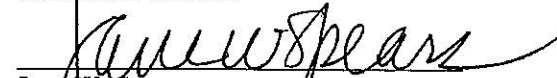
Charles E. Engelman



Shawn G. Hessing



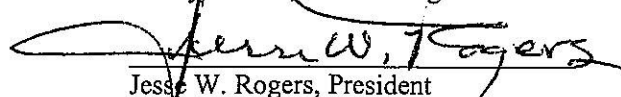
Samuel M. Sanchez



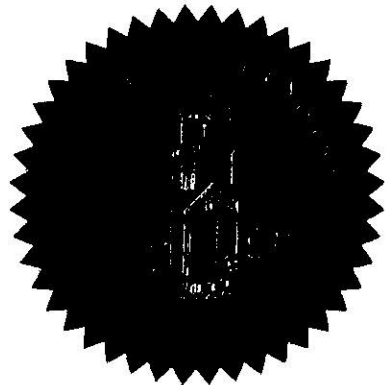
Jane W. Spears



Lenny Benton, Student Regent



Jesse W. Rogers, President



**MINUTES  
BOARD OF REGENTS  
MIDWESTERN STATE UNIVERSITY**

**May 14, 2010**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 9:00 a.m., Friday, May 14, 2010. Regents in attendance were Dr. Carol Carlson Gunn, Chair; Dr. Lynwood Givens, Secretary; Mr. Mike Bernhardt; Mr. Kenny Bryant; Mrs. Tiffany Burks; Mr. Charles Engelman; Mr. Shawn Hessing; Mr. Sam Sanchez; and Ms. Jane Spears.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Russell Long, Interim Provost; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Interim Director of the Physical Plant; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Roger Lee, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Ann Medford, Chair of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Mike Dye, Director of Information Systems; Ms. Janus Buss, Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chair Gunn called the meeting to order at 9:07 a.m. Mr. Gore presented the invocation and Ms. Buss introduced the guests.

Public Comment

Dr. Gunn 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. She noted that no one signed up to speak during this time.

Reading and Approval of Minutes

10-133, 134, & 135. Minutes of the regular Board of Regents meetings February 11 and 12, 2010, and the special meeting April 7, 2010, were approved as presented.

**Executive Committee Report**

Dr. Gunn noted the items presented at the Executive Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Executive Committee meeting held May 13, 2010.

Item Presented for Committee Approval Only

10-95. Committee Minutes, 2/11/10 – approved by Committee as presented.

Item Presented for Information Only

10-96. Energy Savings Project

Executive Committee Consent Agenda

Dr. Gunn presented the items approved by the Executive Committee and placed on the Consent Agenda for consideration by the board.

10-97. Capital Expenditure and MP1 Report FY 2011-2015 – approved the plan as presented.

10-98. McCullough Hall Renovation – authorized the renovation of McCullough Hall at a cost not to exceed \$320,000.

10-99. Women's Softball Field Locker Room Project – authorized the use of any unused private funds from the Ligon Project Phase I for the softball project.

10-100. Legislative Appropriations Request (LAR) – authorized the administration to develop exceptional item requests to provide funding for the Regional Simulation Center, the Autism Program, and the reinstatement of appropriated funds, and to include a request for Tuition Revenue Bond funding for a new library building and renovation of the existing building, if deemed appropriate.

Dr. Gunn asked if there were items any member wanted to remove from the Consent Agenda. There being none, Ms. Spears seconded Dr. Gunn's motion to approve the Consent Agenda as presented. The motion was approved.

**Finance and Audit Committee Report**

Mr. Hessing noted the items presented at the Finance and Audit Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Finance and Audit Committee meeting held May 13, 2010.

Item Presented for Committee Approval Only

10-101. Committee Minutes, 2/11/10 – approved by Committee as presented.

Item Presented for Information Only

10-102. Status Report on Reduction in Appropriations for the 2010-11 Biennium

Finance and Audit Committee Consent Agenda

Mr. Hessing presented the items approved by the Finance and Audit Committee and placed on the Consent Agenda for consideration by the board.

10-103. Review and Acceptance of Financial Reports – accepted the January, February, and March, 2010, Financial Reports.

10-104. Salary/Title/Position Changes in 2009-2010 Budget Approved per Board Authorization – ratified the changes as presented.

- 10-105. Credit Card Service Fee – authorized changing the effective date of the new 2.75% credit card service fee from September 1, 2010 to August 1, 2010.
- 10-106. Nursing Course Fee – authorized the increase of nursing course fees from \$30 per semester credit hour to \$35 per semester credit hour effective with the spring 2011 semester.
- 10-107. Summer Budget 2010 – authorized the allocation of \$220,000 to support an expanded summer school offering in 2010.
- 10-108. Operating Budget for Fiscal Year 2011 – approved the \$92,731,213 operating budget for the 2010-2011 fiscal year as presented.

Dr. Gunn asked if there were items any member wanted to remove from the Consent Agenda. There being none, Mr. Sanchez seconded Mr. Hessing's motion to approve the Consent Agenda as presented. The motion was approved.

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

Dr. Givens noted the items presented at the Personnel and Curriculum Committee Meeting for committee approval and information only, as well as an item removed from the agenda. Information concerning these items can be found in the minutes of the Personnel and Curriculum Committee Meeting held May 13, 2010.

#### Item Presented for Committee Approval Only

- 10-112. Committee Minutes, 2/11/10 – approved by Committee as presented.

#### Items Presented for Information Only

- 10-113. Faculty Report
- 10-114. Staff Report
- 10-115. Small Class Report – Spring 2010
- 10-116. Review of Personnel Reports for FY 09-10 Budget

#### Item Removed From Agenda Without Consideration

- 10-122. Proposed Faculty Development Leaves – 2010-2011

#### Personnel and Curriculum Committee Consent Agenda

Dr. Givens presented the items approved by the Personnel and Curriculum Committee and placed on the Consent Agenda for consideration by the board.

- 10-117. Holiday Schedules for Staff Employees – 2010-2011 – approved the holiday schedules as presented.



- 10-118. May 2010 Graduating Class – approved the list of candidates for graduation.
- 10-119. Addition of Major – Master of Science in Exercise Physiology; Approval of Mission Statement – authorized this new degree program and the program mission statement.
- 10-120. MSU Catalog Changes – authorized changes to the graduate catalog related to the comprehensive exam, the Master of Business Administration (MBA), and the Master of Arts (MA) in psychology requirements.
- 10-121. *MSU Policies and Procedures Manual* Changes – approved changes and new policies as presented and noted below:
- A. Policy 1.3 – Mission/Philosophy (see attached)
  - B. Policy 3.216 – Staff Termination/Discharge
  - C. Policy 3.228 – Staff Employee Disciplinary Procedures
  - D. Policy 3.317 – Academic Emeritus Status – Faculty and Administration
  - E. Policy 3.330 – Student Employment
  - F. Policy 4.181 – Information Systems Policies and Procedures (corrected copy of first page attached)
  - G. NEW POLICY – Staff Emeritus Status
  - H. NEW POLICY – Space Management & Construction Project Review
  - I. POLICY DELETION – Policy 4.129 – Electronic Message Center
- 10-123. Request for Faculty Leave of Absence – Fall 2010 – authorized a leave of absence for the fall 2010 semester for Marsha May, Assistant Professor of Mathematics, and the payment of a monthly stipend of \$500 to continue insurance benefits during the leave.
- 10-124. Emeritus Status for Retiring Faculty – approved emeritus status for the following individuals:
- Ms. Kathy Bauer – Assistant Professor of Accounting – 29 years
  - Dr. Michael Collins – Professor of History and Regents’ Professor – 25 years
  - Dr. Ronald Hough – Professor of Music – 39 years
  - Dr. Grant Simpson – Professor of Educational Leadership and Technology – 10 years
- 10-125. Faculty Promotions – approved the following promotions:
- From the Rank of Assistant Professor to Associate Professor:
- |                           |                                       |
|---------------------------|---------------------------------------|
| Matthew Capps, Ph.D.      | Educational Leadership and Technology |
| Christopher Hansen, Ph.D. | Chemistry                             |
| Roy Vogtsberger, Ph.D.    | Biology                               |
- From the Rank of Associate Professor to Professor:
- |                              |             |
|------------------------------|-------------|
| Magaly Rincon-Zachary, Ph.D. | Biology     |
| Dawn Slavens, Ph.D.          | Mathematics |
| Beverly Stiles, Ph.D.        | Sociology   |
| Michael Vandehey, Ph.D.      | Psychology  |



10-126. Faculty Tenure – approved granting tenure to the following faculty:

Guy Bernard, Ph.D.	Mathematics
Jeffrey Hood, Ph.D.	Mathematics
Michelle Knox, Ph.D.	Mathematics
Adam Lei, Ph.D.	Finance
Dana Mills, M.D.	Biology
James Owen, Ph.D.	Economics
Terry Patton, Ph.D.	Accounting
Catherine Prose, MFA	Art
John Schreiber, Ed.D.	Education and Reading
Roy Vogtsberger, Ph.D.	Biology

Dr. Gunn asked if there were items any member wanted to remove from the Consent Agenda. There being none, Mr. Hessing seconded Dr. Given's motion to approve the Consent Agenda as presented. The motion was approved.

#### **Investment Committee Report**

Mr. Engelman noted the items presented at the Investment Committee Meeting for committee approval only. Information concerning these items can be found in the minutes of the Investment Committee meeting held May 13, 2010.

#### Item Presented for Committee Approval Only

10-109. Committee Minutes, 2/11/10 – approved by Committee as presented.

#### Investment Committee Consent Agenda

Mr. Engelman presented the items approved by the Investment Committee and placed on the Consent Agenda for consideration by the board.

10-110. Review and Acceptance of Investment Report – accepted the second quarter 2010 Investment Report.

10-111. Investment Management Services/Redwine Estate – authorized the board chair to work with the administration in selecting an investment firm to manage the Redwine funds, in consultation with the Chairman of the Investment Committee and the Chairman of the Finance and Audit Committee.

Dr. Gunn asked if there were items any member wanted to remove from the Consent Agenda. There being none, Mr. Bernhardt seconded Mr. Engelman's motion to approve the Consent Agenda as presented. The motion was approved.

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

Mr. Engelman 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 May 13, 2010.

Item Presented for Committee Approval Only

10-127. Committee Minutes, 2/11/10 – approved by Committee as presented.

Item Presented for Information Only

10-128. Student Government Report

**University Development Committee Report**

Ms. Spears 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 May 13, 2010.

Item Presented for Committee Approval Only

10-129. Committee Minutes, 2/11/10 – approved by Committee as presented.

Item Presented for Information Only

10-130. Summary of Financial Support 9/1/09-4/16/10

**Athletics Committee Report**

Mr. Bryant 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 May 13, 2010.

Item Presented for Committee Approval Only

10-131. Committee Minutes, 2/11/10 – approved by Committee as presented.

Item Presented for Information Only

10-132. Athletics Status Report

**Other Business**

Nominating Committee

10-136. Dr. Gunn reported that when she became board chair a vacancy was created in the vice chairman position. She asked Ms. Spears to chair a special nominating committee to make a recommendation in August for the election of a vice chairman of the board for the remainder of the biennium. Mr. Engelman and Dr. Givens were asked to serve with Ms. Spears on the committee.

Dr. Gunn noted that the next item (#10-137) would be discussed in closed session and asked Dr. Rogers to proceed with his report.

President's Report and Discussion

10-138. Dr. Rogers presented the following information.

- A. Texas Higher Education Coordinating Board (THECB) Formula Funding Recommendations – Dr. Rogers reported that every two years THECB appoints a formula advisory committee made up of university presidents, administrators and faculty, as well as THECB staff. He noted that he has served on this committee for the last ten years. This group recommends the formula by which funds are appropriated by the state to higher education institutions. The final formula recommendations to the legislature are determined by THECB commissioner and board. Historically, funds have been distributed based upon the credit hours produced by students enrolled in classes on the 12<sup>th</sup> class day of each semester. He reported that Texas was one of the first states to use a formula system to distribute funds for higher education in order to take the politics out of the distribution of funds. Currently a portion of the funds appropriated to higher education is distributed based on the number of graduates each year. The funds distributed per graduate are weighted according to whether the student is considered high risk and if the student earns a degree in the STEM (science, technology, engineering, and mathematics) fields. Dr. Rogers noted that MSU's graduation numbers are high, as are the percentage of high risk and STEM graduates.

One of the issues that will be discussed during the next year is the recommendation by the Texas Commissioner of Higher Education that institutions no longer receive funding based on the 12<sup>th</sup> class day enrollment, but rather on the end of the semester enrollment. Dr. Rogers noted that universities hire faculty, buy supplies and equipment, and incur basic costs at the beginning of each semester. This change would cause a major shift in funding throughout the state. The mean of course completers in all of the public senior institutions in Texas is 95.1% and MSU's completion rate is 95.7%. The range between the high and low percentages is only 5.7. He noted that a very small variation in the completion percentage would shift appropriations by hundreds of thousands of dollars. Dr. Rogers reported that if this change in funding is put into effect and additional at-risk dollars are added to the formula, MSU would still lose approximately \$400,000 over the biennium. He added that 23 of the 38 senior public institutions would lose money with this model. The formula advisory committee does not support this recommendation by the commissioner.

- B. Legislative Update – Ms. Barrow reported that the house and senate committees continue to meet and discuss topics such as financial aid, cost efficiencies, academic advising, and reducing textbook costs. The state's financial situation remains at the forefront of the discussions. During the last week the chairman of the House Appropriations Committee and the Speaker of the House estimated an \$18 billion deficit going into the 2011 legislative session. State finances and redistricting will be key components of the session.

Ms. Barrow reported that Rep. Dan Branch, chairman of the House Higher Education Committee, would be on campus as MSU's commencement speaker. Following the ceremony, Dr. Rogers will visit with him and give him a tour of the campus.

Mr. Engelman asked if in the discussions regarding the cost of textbooks any mention had been made of universities requiring students to provide their own personal computer. Dr. Rogers responded that while he has read of some universities using this approach, it does not currently seem to be widespread, particularly among public institutions in Texas. Mr. Bryant asked how many students come to campus without a computer. Dr. Lamb estimated that less than one-fourth of the students do not have a computer.

Dr. Givens asked if there were indications about an additional reduction in state appropriations in the future. Dr. Rogers responded that the recent 5% reduction is likely permanent. Additionally, there is some talk that another 5-7% reduction could be made in the next legislative session.

Mr. Engelman asked if anything could be done to encourage students to major in the STEM fields. Dr. Rogers responded that THECB is working on a marketing campaign to address this need. Additionally, MSU's admissions officers highlight these areas during high school visits.

- C. Charlye Farris Biography – Dr. Rogers reported that Dr. Ken Hendrickson, MSU Emeritus Professor of History, is writing Charlye Farris' biography. The book will be published by the MSU Press. He noted his hope that the book would be completed within the year.
- D. Provost Search and Dean Update – Dr. Rogers reported that the search for a new provost/vice president for academic affairs was going very well. He noted that the committee received 72 applicants and had narrowed the field to three finalists. These individuals will be invited to campus to meet with the search committee, the deans, the vice presidents, the Academic Council, and the Faculty Senate. He stated that when he decides to make an offer, the individual will be invited back to campus for a reception so that everyone, including the board, can meet the candidate.

He noted that Dr. Long would leave MSU following commencement. He thanked Dr. Long for his assistance during the year and for his contribution to the university. He added that Dr. Clark would serve as Interim Provost until someone is hired to fill the position.

Dr. Rogers reported that two deans are leaving MSU this summer. Dr. Grant Simpson, dean of the West College of Education, is retiring from MSU and will become the dean of the College of Education at St. Edward's University in Austin. A search committee is working and it is hoped that a new dean will be hired during the summer. Additionally, Dr. Betty Stewart, dean of the College of Science and Mathematics, has resigned and will become Vice President and Dean of the Faculty at Eckerd College in Florida. Dr. Rodney Cate will serve as Interim Dean during the search.

Mr. Sanchez asked about the search for a police chief. Dr. Farrell reported that the search continues. The administration offered the position to two outstanding candidates and both received additional money to stay in their current positions.

The committee has identified a couple of new candidates who will be invited to campus. Mr. Sanchez asked if the administration had identified issues such as money or facilities that have detracted from the attractiveness of the position. Dr. Farrell indicated that poor facilities have certainly been an issue. He added that Dr. Rogers has elevated the need for new facilities to a higher priority.

E. Summary of Academic Year – Dr. Rogers noted that while it is difficult to choose highlights for an academic year, he wanted to mention a few of the accomplishments.

1. Sundance Court, a beautiful new residence hall, opened at the beginning of the academic year.
2. Fall 2009 enrollment increased by 250 students over the previous year. While an increase was anticipated, this large number was outstanding.
3. Spring 2010 enrollment also increased over the previous year and set a record for spring enrollment at MSU.
4. The Dillard College of Business Administration was accredited by the Association to Advance Collegiate Schools of Business (“AACSB International”). Less than five percent of the world’s business schools have earned accreditation from this body.
5. Eight of MSU’s twelve athletics teams qualified for post-season play.

Dr. Rogers distributed a report regarding research and sponsored programs at MSU (see Attachment 1). He noted that he was very proud of the research done by MSU faculty and students.

#### Recess

The board meeting recessed at 10:18 a.m.

#### Executive Session

Dr. Gunn announced that the board would go into executive session at 10:30 a.m. to discuss item 10-137 (Deliberations About Real Property), as allowed by Texas Government Code Chapter 551, Section 551.072, Real Property. Board members, Dr. Rogers, Dr. Farrell, Mr. Lee, Mr. Spencer, and Ms. Barrow remained for the discussion.

#### Open Session

At 11:44 a.m. the executive session concluded with an announcement by Dr. Gunn that the only item discussed was the item announced and no votes were taken.

#### Deliberations About Real Property

10-137. No action was taken regarding this item.

#### Adjournment

There being no further business, the meeting was adjourned at 11:45 a.m. The next regularly scheduled meetings of the Board of Regents will be Thursday and Friday, August 5 and 6, 2010.

I, F. Lynwood Givens, 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 May 14, 2010.

*F. Lynwood Givens*  
F. Lynwood Givens, Secretary

ATTACHMENT:

1. Profile of Research and Sponsored Programs



MIDWESTERN  
STATE  
UNIVERSITY

# Profile of Research and Sponsored Programs

Volume I, Issue I

Spring 2010

## Faculty and Staff receiving external funding for research projects or program grants:

- Sheldon Wang, Engineering 2010
- Patti Hamilton, Graduate Studies 2008-2010
- Rebecca Dodge, Geosciences 2010
- Grant Simpson and Jane Owen, Education 2008-2013
- Rebecca Fernandez, Library 2010
- Cohn Drennan, Museum 2009
- Norman Horner and William Cook, Biology and Pamela Stephens, Geosciences 2009
- David Barbosa, Education 2007-2012
- Susan Sportsman, Health Sciences and Human Services 2009-2010
- Grant Simpson, Deborah Cornelius, Melissa Yip, and Billie Gorham, Education 2008-2009
- Terry McDonald, Connie Richardson, Dawn Slavens, Mathematics 2009-2011
- Rodney Cate, Chemistry 2009-2010
- Grant Simpson, Education 2007-2010
- Jeff Hood, Guy Bernard, Michelle Knox, Terry McDonald, Mathematics 2009-2010
- Jammie Wilbanks, Radiologic Sciences 2009-2010
- Diane Spiller, Sponsored Programs 2009-2010

## Inside this issue:

Renewed Research	I
Student Research	I
Faculty Proposals	2
Agency List	2

## Research Renewed

**T**he Office of Sponsored Programs was established within the Graduate Studies Office in Spring 2009 having as its mission to assist faculty, staff and administrators in seeking and securing external grants and contracts from foundations, corporations, and governmental agencies. Under the direction of the Dean of Graduate Studies, the Office of Sponsored Programs provides the following services for their constituents:

- Locate funding opportunities to fit project needs
- Obtain proposal guidelines from potential funding sources
- Interpret proposal guidelines and identify strategies to meet guidelines
- Prepare project budgets
- Obtain resources on "How to Write Competitive Proposals"
- Locate interdisciplinary collaborators at MSU or elsewhere
- Critique and edit proposal text
- Determine optimal research designs, methods, sampling, statistical analysis, etc.
- Obtain outside reviews of proposals

- Submit proposals electronically
- Locate other support that might be needed
- Prepare reports to funding sources after grants are received

As a result of new services provided by Diane Spiller to support faculty and staff research, MSU

*From May 1, 2009 through April 30, 2010, faculty and staff submitted*  
**24 grants**  
*to external agencies totaling*  
**\$17,694,784.**

has experienced a significant increase in Grant Proposals submitted to external agencies. From May 1, 2009 through April 30, 2010, faculty and staff submitted 24 grants to external agencies totaling \$17,694,784. Most of these proposals are under review and awaiting funding decisions. For more information on proposals receiving funding, visit our website at <http://academics.mwsu.edu/osp/externalAwards.asp>.

For more information on proposals receiving funding, visit our website at <http://academics.mwsu.edu/osp/externalAwards.asp>.

## Student Research: Scholarship Colloquium 2010

**I**n addition to the wonderful accomplishments by faculty and staff last year, students also had increased opportunities to participate in research activities. We know that students who engage with faculty in intellectually stimulating projects have much better learning experiences. To highlight this type of student engagement, the first annual Scholarship Colloquium

was held on April 9, 2010, in Clark Student Center. 63 students and 11 faculty presented at this MSU first, and it was a wonderful way for students, faculty, staff, and the community to see the hard work and dedication of students and faculty with respect to research. The objective for future Colloquia will

be to continue to foster community scholarship and research-based activities for our students, faculty, staff, and the community of Wichita Falls.





## MIDWESTERN STATE UNIVERSITY

OFFICE OF SPONSORED  
PROGRAMS

<http://academics.mwsu.edu/osp/>

### Agencies Receiving Grant Proposals from MSU

- American Recovery and Reinvestment Act of 2009
- National Science Foundation
- National Endowment for the Arts
- TG Public Benefit
- Department of Education
- NASA's Global Climate Change Education Program
- Greater Texas Foundation
- Stephen F. Austin University
- Junior League of Wichita Falls
- Texas Higher Education Coordinating Board
- Health Resources and Services Administration
- Department of Labor
- National Endowment for the Humanities
- National Institutes of Health

**Mission: To assist faculty, staff, and administrators in seeking and securing external grants and contracts from foundations, corporations, and governmental agencies**

### Recent Grants Funded Externally

**Midwestern State University Young Engineer Summer Camp (MSU YES Camp)** was submitted by Dr. Sheldon Wang to the Texas Higher Education Coordinating Board (THECB). THECB funded MSU's YES Camp to create a multidisciplinary summer camp for high school students called the Young Engineer Summer Camp program. The camp will motivate high school students to further studies in fields related to science and technology as well as introduce these prospective students to MSU and Wichita Falls. In addition MSU YES Camp will provide participants with an introduction of basic science and mathematics necessary for various disciplines of engineering.

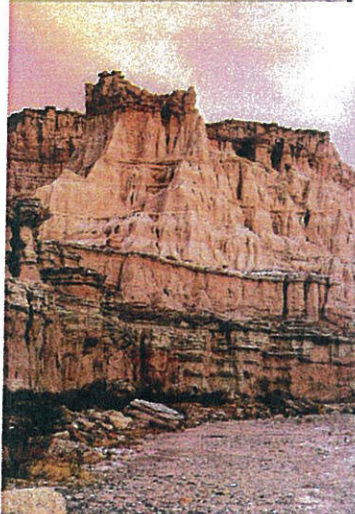
**Development of Facilities at the Dalquest Desert Research Station (DDRS) in the Chihuahuan Desert of Texas** was submitted by Drs. Norman Horner, Bill Cook, and Pam Stephens to the National Science Foundation to develop facilities at the Dalquest Desert Research Station (DDRS) which is a pristine example of the Northern Chihuahuan Desert. It is managed by MSU as a natural area and a year round research station available to scientists from MSU and elsewhere. The DDRS supports both observational and manipulative research on the biodiversity, ecology, paleontology, and geology of the Desert, while maintaining the unique geology and biology of the area. The Station is a research link of the chain of Chihuahuan Desert stations in the U.S. and Mexico, and MSU scientists cooperate with scientists at the other sites. Field courses will be offered for graduate and undergraduate students as well as educators of all levels.

**The Effect of Off-peak Hospital Environments on Nurses' Work: an Institutional Ethnography** was submitted by Dr. Patti Hamilton, Dean of Graduate Studies. The interdisciplinary study was funded by Robert Wood Johnson Foundation to learn how and why off-peak work environments are different, and how they affect nurses' work and patient care. This project will provide insight into how to account for temporal variations in nurses' work environment and provide stakeholders with materials that help them improve efficiency, effectiveness, quality and cost on nursing care provided during off-peak periods. Preliminary results were published in the March 2010 journal of Nursing Administration ("Expanding What We Know About Off-peak Mortality in Hospitals"). The researcher's preliminary recommendations for nurse administrators include: Being conscious of the fact that the majority of hours nurses work are "off-peak" and ensuring that institutions' efforts and programs include peak and "off-peak" times; Knowing that implementing a solution for a problem that occurs during peak hours may unintentionally create a problem for those nurses who work "off-peak" and involving nurses from every shift in planning and evaluation work processes; Collecting performance data in a way that allows for comparing that data across days of the week and times (both peak and "off-peak"), rather than aggregating data over 24 hours or over an entire week; and proactively addressing nurse-physician relations in the hospital.

For More information visit:

<http://academics.mwsu.edu/osp/pendingGrants.asp>

### MSU Centers, Institutes, and Special Programs

- 
- Art C.A.M.P.
  - Autism Support Program
  - Center for Management and Leadership Development
  - Dalquest Desert Research Station
  - Kodaly Summer Certification Program
  - Major Works Concert
  - Mamie Raborn Center for Economic Education
  - "Math Science and U" conference
  - Munir Abdul Lalani Center for Entrepreneurship and Free Enterprise
  - MWSU Collection of Invertebrates
  - MWSU Collection of Mammals
  - North Texas Area Student Conference
  - Regional Simulation Center
  - Small Business Development Center
  - The Bureau of Business and Government Research
  - The Center for the Study of Reform
  - Undergraduate Research Opportunity Workshop (UGROW)
  - Visiting Artist Program
  - WestFest