

Midwestern State University Board of Regents Meetings



May 12 and 13, 2011

President's Office
Permanent Copy

Midwestern State University

Board of Regents Meetings

J. S. Bridwell Board Room

Schedule

Thursday, May 12, 2011

1:30 p.m.	Board of Regents Meeting
	Committee of the Whole
	Executive Committee
	Finance and Audit Committee
	Investment Committee
	Personnel and Curriculum Committee
	Student Services Committee
	University Development Committee
	Athletics Committee

Friday, May 13, 2011

9:00 a.m.	Board of Regents Meeting
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**MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

Carol Carlson Gunn, Ph.D., Chair
Shawn G. Hessing, Vice Chairman
F. Lynwood Givens, Ph.D., Secretary
Michael Bernhardt
J. Kenneth Bryant
Tiffany Dawn Burks
Charles E. Engelman
Samuel M. Sanchez
Jane W. Spears
David Reyna, Student Regent

Midwestern State University Administration

Dr. Jesse W. Rogers, President

Mr. Richard Ash, Interim Director, Museum

Ms. Debbie Barrow, Director, Board and Government Relations

Mr. Barry Macha, General Counsel

Mr. David Spencer, Internal Auditor

Ms. Dianne Weakley, Director, Human Resources

Dr. Alisa White, Provost and Vice President for Academic Affairs

Dr. Matthew Capps, Dean, Gordon T. and Ellen West College of Education

Dr. Rodney Cate, Interim Dean, College of Science and Mathematics

Ms. Naoma Clark, Director, Academic Support Center

Dr. Mark Farris, Director, Honors Program

Dr. Ron Fischli, Dean, Lamar D. Fain College of Fine Arts

Dr. Patti Hamilton, Dean, Graduate School

Dr. Clara Latham, University Librarian

Dr. Pam Morgan, Director, Extended Education

Dr. Barbara Nemecek, Dean, Dillard College of Business Administration

Dr. Susan Sportsman, Dean, College of Health Sciences and Human Services

Dr. Samuel Watson, III, Dean, Prothro-Yeager College of Humanities and Social Sciences

Dr. Larry Williams, Director, International Education

Mr. Juan Sandoval, Vice President for Administration and Finance

Mr. Michael Dye, Director, Information Systems

Ms. Gail Ferguson, Controller

Ms. Valarie Maxwell, Director, Budget and Management

Mr. Kyle Owen, Associate Vice President, Facilities Services

Ms. Kathy Rice, Payroll Supervisor

Mr. Stephen Shelley, Director, Purchasing

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

Ms. Julie Gaynor, Interim Director, Public Information and Marketing

Ms. Leslee Ponder, Director, Alumni Relations

Mr. Dan Williams, Chief, University Police

Dr. Keith Lamb, Associate Vice President for Student Affairs

Mr. Michael Clifton, Director, Dining Services

Ms. Cindy Loveless, Campus Postal Supervisor

Mr. Dirk Welch, Director, Career Management Center

Mr. Dail Neely, Dean of Students

Ms. Jenny Denning, Manager, Barnes and Noble Bookstore

Mr. Michael Mills, Director, Housing and Residence Life

Mr. Matthew Park, Director, Student Development and Orientation

Dr. Joey Greenwood, Dean of University Wellness and Director of Recreational Sports

Ms. Peggy Boomer, Director, Student Health Services

Ms. Debra Higginbotham, Director, Disability Support Services

Dr. Pam Midgett, Director, Counseling Center

Dr. Robert E. Clark, Vice President for Institutional Effectiveness

Ms. Julie Carter, Director, MSU Cycling

Ms. Lynn Ducioame, Director, Testing Center

Ms. Lisa Estrada-Hamby, Director, Student Support Services

Dr. Randy Glean, Director, International Services

Ms. Darla English, Registrar

Ms. Barbara Merkle, Director, Admissions

Ms. Kathy Pennartz, Director, Student Financial Aid

Ms. Cassie Slaybaugh, Director, Institutional Research, Planning, and Assessment

Ms. Dana Wood, Director, Upward Bound

Mr. Charlie Carr, Director of Athletics

Mr. Francis Bourgeois, Strength and Conditioning Coach

Mr. Doug Elder, Head Men's Soccer Coach

Ms. Venera Flores-Stafford, Associate Director of Athletics/Senior Woman
Administrator/Head Volleyball Coach

Mr. Nelson Haggerty, Head Men's Basketball Coach

Ms. Noel Johnson, Head Women's Basketball Coach

Mr. Scott Linn, Head Tennis Coach

Mr. Bill Maskill, Head Football Coach

Mr. Kurt Portmann, Executive Associate Director of Athletics

Mr. Bill Powers, Assistant Athletic Director for Marketing, Promotions, and Public Relations

Mr. Jeff Ray, Head Golf Coach and Life Skills Director

Mr. Trey Reed, Sports Information Director

Mr. Koby Styles, Head Women's Cross Country Coach

Mr. Brady Tigert, Head Softball Coach

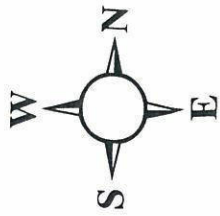
Mr. Jeff Trimble, Head Women's Soccer Coach

Mr. Kyle Williams, Associate Director of Athletics

Dr. James Owen, Chairman, MSU Faculty Senate

Mr. Chris Gore, Chairman, MSU Staff Senate

Mr. Chris Stolarzyk, President, MSU Student Government Association



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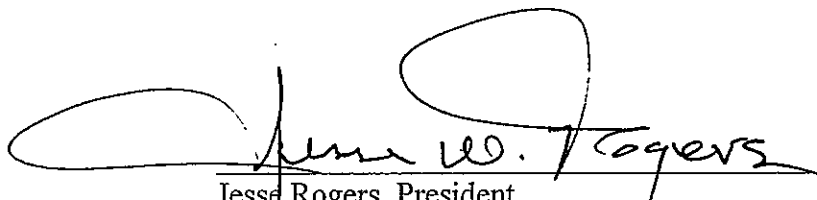
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Financial Certification

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



Jesse Rogers, President



Gail Ferguson, Controller

April 27, 2011

COMMITTEE OF THE WHOLE

Board of Regents Meeting
May 12, 2011
1:30 p.m.

Meeting Location: MSU Campus – 3410 Taft Boulevard
J. S. Bridwell Board Room - Hardin Administration Building

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

Call to Order

Introduction of Visitors

Opening Comments

Public Comment

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

EXECUTIVE COMMITTEE

Executive Committee

Membership

Carol Gunn, Chair
Shawn Hessing, Vice Chairman
Lynwood Givens, Secretary
Charles Engelman, Member-At-Large

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

Reading and Approval of Minutes

11-86. Minutes of the Executive Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-86.

Clark Student Center Electrical & Life Safety System Repair Project

11-87. Information will be presented concerning this matter as necessary.

Capital Expenditure Plan (MP1) Report - FY 2012-2016

11-88. The Texas Higher Education Coordinating Board (THECB) requests an update of the university's five-year plan for construction, land acquisition, and major repair and renovation projects each year. The report includes projects that are planned within the next five years, regardless of funding source, to include

- a. new construction projects \$1,000,000 or more;
- b. repair and renovation projects \$1,000,000 or more;
- c. information resource projects that cumulatively would total \$1,000,000 or more in one year; and
- d. property purchases that cumulatively would total \$1,000,000 or more in one year.

This proposed plan is shown as Attachment 11-88. Current active projects previously approved by the Board of Regents do not appear on the proposed list. The deadline for submitting this report to THECB is June 30, 2011.

Control and Efficiency Upgrade Project – SECO Loan

11-89. The Board of Regents previously authorized the administration to pursue funding through the State Energy Conservation Office (SECO) for energy efficiency upgrades. During the March board meeting, the administration was authorized to increase the loan application value to \$3.72 million with an anticipated payback of nine years. Verbal permission was received in late April from SECO to begin the design phase.

The administration requests authorization to enter into a contract with the previously selected and approved design firm to develop the design at a cost not to exceed \$230,000. Following SECO's review of the design and confirmation that it is aligned with the Energy Assessment Report, the construction project will be competitively bid. The

administration further requests the board authorize the Executive Committee of the Board of Regents to approve the contracts for the project at a value not to exceed \$3.72 million in total costs. The Executive Committee will be asked to take immediate action when the bids are received since the time-critical loan process requires construction to be completed by December 31, 2011.

EXECUTIVE COMMITTEE
ATTACHMENT

Midwestern State University
Capital Projects - MP 1
Fiscal Years 2012-2016

<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 Student Housing Residence Hall	3	\$15,000,000	Housing Student Rental Income
New University Police Building	4	\$2,000,000	HEAF
Bolin Science Hall Renovation	5	\$17,500,000	Future TRB Funding
Christ Academy Facilities Renovation	6	\$6,000,000	HEAF
Hardin Administration Building Infrastructure Renovation	7	\$10,000,000	HEAF
Fain Fine Arts Center ADA & Fire Safety Renovation	8	\$10,000,000	Future TRB Funding
Wichita Falls Museum of Art at MSU Renovation	9	\$3,500,000	Private Funds
Clark Student Center Renovation	10	\$15,000,000	Student Union Fees
Acquisition of Property	11	\$2,000,000	Private Funds
Total		<u>\$141,000,000</u>	

FINANCE & AUDIT
COMMITTEE

Finance and Audit Committee

Membership

Shawn Hessing, Chairman
Charles Engelman
Lynwood Givens
Jane Spears

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

Reading and Approval of Minutes

11-90. The minutes of the Finance and Audit Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-90.

Review and Acceptance of Financial Reports

11-91. The Financial Reports for the months of January, February, and March 2011 will be recommended for acceptance. These reports were previously distributed to the board for their review.

Payment Voucher Authorization

11-92. The Board of Regents last authorized individuals to approve payment vouchers for the university in August, 2001. Since that time, two vice presidents' titles have changed. In order to provide current authorization, the administration recommends the following be authorized to approve payment vouchers for the university:

President
Provost/Vice President for Academic Affairs
Vice President for Administration and Finance
Controller
Two senior accountants designated by the Controller

FY 2010-2011 Items \$50,000 & Under Authorized by the President per Board Policy

11-93. The administration recommends the following budget changes for ratification.

From Account:

To Account:

<u>Number</u>	<u>Title</u>	<u>Number</u>	<u>Title</u>	<u>Purpose</u>	<u>Amount</u>
26000	Unallocated Student Service Fees	26000 24005	Student Service Fee Reserves	Travel expense for band members and cheerleaders to attend Elite Eight basketball tournament in Springfield, Massachusetts.	\$50,000

33252 3200	Student Center Fee	33301 3300	Clark Student Center	Design work for Clark Student Center electrical switch.	33,077
26000	Unallocated Student Service Fees	26000 22309	Student Service Fee Music	Travel expense for band members to travel to Kanza Bowl football game in Topeka, Kansas.	11,000
23200	Unallocated Course Fees	23200	Various Academic Program Budgets	Increases to even operating budgets within program areas.	23,288
	Total				\$117,365

Review of Personnel Reports and Salary/Title/Position Changes in 2010-2011 Budget Approved per Board Authorization

11-94. The report of personnel changes in January, February, and March, 2011, is presented for information as shown in Attachment 11-94. Additionally, salary, title, and position changes approved by the president are presented for ratification as shown below.

<u>Position/Title</u>	<u>New Position/Title</u>	<u>FY 2010 Budget Change</u>	<u>Justification/Explanation</u>
Interim General Counsel	General Counsel	\$38,625	Increase from .5 FTE to 1.0 FTE
Financial Aid Specialist I	Financial Aid Processor/Counselor	-3,344	Reclassified position.
Custodian		5,254	Increase from .5 FTE to 1.0 FTE
Assistant Professor, English		2,000	Faculty member received PhD in Summer 2010.
Assistant Professor, Nursing (two positions)		7,000	Faculty members received PhD in Fall 2010.
Assistant Professor, Nursing (part-time)		2,302	Correct salary due to a calculation error.
Sixteen positions		-31,800	Positions hired below budgeted amount
TOTAL		\$20,037	

FINANCE & AUDIT
COMMITTEE ATTACHMENT

Summary of the Personnel Position Status Reports for 9/1/10 – 3/31/11

September 2010 Director, Student Support Services (Grant Funded)
 Net position change: +1 (Exec., Admin., & Managerial)
 Ratified by Board of Regents, 11/05/10

October 2010 Program Coordinator, Student Support Services (Grant Funded)
 Net position change: +1 (Professional Non-Faculty)
 Ratified by Board Regents, 2/11/11

January 2011 General Counsel (increased to full-time)
 Net position change: .5 (Exec., Admin., & Managerial)
 Presented for Board Ratification, 5/13/11

 Custodian (increased to full-time)
 Net position change: .5 (Service & Maintenance)
 Presented for Board Ratification, 5/13/11

Total net new positions as of 3/31/11 = +3

Midwestern State University Reporting of Personnel Changes
Fiscal Year 2010-2011
January- March

I. ENTERING EMPLOYEES

1. Lindsay Robinson -- Registrar Assistant I, Office of the Registrar -- 01/01/11
2. Daniel Sandoval -- Storekeeper, Purchasing -- 01/01/11
3. Nadine Slaton -- Custodian, Facilities Services -- 01/12/11
4. Kristi Dorson -- Admissions Evaluator, Admission -- 01/18/11
5. Adam Steed -- Assistant to Director, Admissions -- 01/31/11
6. Randi Roanhaus -- Employer Relations Coordinator, Career Management Center -- 01/31/11
7. Linda Lopez -- Custodian, Facilities Services -- 02/01/11
8. Breyana Johnson -- Financial Aid Processor/Counselor, Financial Aid -- 02/01/11
9. Nigel Uline -- Police Communication Operator, University Police-- 02/14/11
10. Brandon Cooper -- Assistant Coach, Football -- 02/21/11
11. Adam Austin -- Assistant Coach, Football -- 03/07/11

II. EXITING EMPLOYEES

1. George Cornwall -- Custodian, Facilities Services -- 01/03/11
2. Dean Norsworthy -- Assistant Coach, Football -- 01/03/11
3. Nathaniel Jones -- Assistant Coach, Football -- 01/09/11
4. Katie Talbert -- Administrative Assistant, Admissions -- 01/14/11
5. Joyce Bedoian -- Assistant Professor, Nursing -- 01/15/11
6. Tarsha Hale -- Police Communication Operator, University Police -- 01/18/11
7. Joan Crane -- Secretary I, Telecommunications -- 01/31/11
8. Georganne Mudd -- Police Communication Operator, University Police -- 02/11/11
9. Gail Brown -- Assistant to the Dean, College of Science and Mathematics -- 03/23/11
10. Brandon Cooper -- Assistant Coach, Football - 03/28/11
11. Jeffrey Grant McCasland -- Head Coach, Men's Basketball -- 03/29/11
12. Robert Cummings -- Assistant Coach, Men's Soccer -- 03/31/11

MIDWESTERN STATE UNIVERSITY
PERSONNEL POSITION STATUS REPORT
January 31, 2011

POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	FTE	AMOUNT	ADDED	(DELETED)	FTE	AMOUNT	ADDED	(SAVED)	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	46.12	4,214,339	1.50	113,465	47.62	4,327,804	(11,665)		46.62	4,252,893	1.00	63,246	47.62	4,316,139
REGULAR FACULTY	242.34	15,260,099			242.34	15,260,099	14,650		233.96	14,890,531	8.38	384,218	242.34	15,274,749
PROFESSIONAL NON-FACULTY	135.00	5,392,325	1.00	57,012	136.00	5,449,337	(9,673)		120.72	5,096,851	15.28	342,813	136.00	5,439,664
CLERICAL AND SECRETARIAL	104.71	2,459,853			104.71	2,459,853	(7,594)		97.71	2,335,352	7.00	116,907	104.71	2,452,259
TECH & PARAPROFESSIONAL	23.50	943,910			23.50	943,910			22.00	922,910	1.50	21,000	23.50	943,910
SKILLED CRAFT	34.00	1,135,786			34.00	1,135,786	900		34.00	1,136,686	0.00	0	34.00	1,136,686
SERVICE & MAINTENANCE	69.50	1,415,104	0.50	8,406	70.00	1,423,510	(2,484)		63.50	1,297,720	6.50	123,306	70.00	1,421,026
POLICE	<u>14.00</u>	<u>470,345</u>			<u>14.00</u>	<u>470,345</u>	<u>(600)</u>		13.00	450,449	<u>1.00</u>	<u>19,296</u>	<u>14.00</u>	<u>469,745</u>
GRAND TOTALS	669.17	31,291,761	3.00	178,883	672.17	31,470,644	(16,466)		631.51	30,383,392	40.66	1,070,786	672.17	31,454,178

MIDWESTERN STATE UNIVERSITY
PERSONNEL POSITION STATUS REPORT
March 31, 2011

POSITIONS	APPROVED BUDGET		POSITIONS		SALARY		TOTAL POSITIONS		FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	FTE	AMOUNT	ADDED	DELETED	ADDED	(SAVED)	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	46.12	4,214,339	1.50	113,465	(11,665)		47.62	4,327,804	46.62	4,252,893	1.00	63,246	47.62	4,316,139
REGULAR FACULTY	242.34	15,260,099			9,672		242.34	15,260,099	233.39	14,857,217	8.95	412,554	242.34	15,268,771
PROFESSIONAL NON-FACULTY	135.00	5,392,325	1.00	57,012	(38,087)		136.00	5,449,337	119.10	4,982,470	16.90	428,780	136.00	5,411,250
CLERICAL AND SECRETARIAL	104.71	2,459,853			(16,643)		104.71	2,459,853	97.71	2,326,303	7.00	116,907	104.71	2,443,210
TECH & PARAPROFESSIONAL	23.50	943,910					23.50	943,910	22.00	922,910	1.50	21,000	23.50	943,910
SKILLED CRAFT	34.00	1,135,786			900		34.00	1,135,786	34.00	1,136,686	0.00	0	34.00	1,136,686
SERVICE & MAINTENANCE	69.50	1,415,104	0.50	8,406	(3,084)		70.00	1,423,510	65.00	1,322,938	5.00	97,488	70.00	1,420,426
POLICE	14.00	470,345			(1,200)		14.00	470,345	13.00	434,125	1.00	35,020	14.00	469,145
GRAND TOTALS	669.17	31,291,761	3.00	178,883	(60,107)		672.17	31,470,644	630.82	30,235,542	41.35	1,174,995	672.17	31,410,537

INVESTMENT COMMITTEE

Investment Committee

Membership

Charles Engelman, Chairman
Mike Bernhardt
Kenny Bryant
Carol Carlson Gunn

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

Reading and Approval of Minutes

11-95. The minutes of the Investment Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-95.

Review and Acceptance of Investment Report

11-96. The administration recommends the second quarter 2011 investment report for acceptance. This report was previously distributed to the board.

PERSONNEL & CURRICULUM
COMMITTEE

Personnel and Curriculum Committee

Membership

Lynwood Givens, Chairman

Tiffany Burks

Sam Sanchez

Jane Spears

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

Reading and Approval of Minutes

11-97. The minutes of the Personnel and Curriculum Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-97.

Faculty Report

11-98. A representative of the MSU Faculty Senate will update the board on faculty-related issues.

Staff Report

11-99. A representative of the MSU Staff Senate will update the board on staff-related issues.

Holiday Schedules for Staff Employees – 2011-2012

11-100. The holiday schedules for MSU staff employees for the 2011-2012 fiscal year are recommended for approval as shown in Attachment 11-100.

May 2011 Graduating Class

11-101. The administration recommends approval of the list of candidates for May 2011 graduation with the provision that they meet all requirements as prescribed by the faculty and administration (see Attachment 11-101).

Academic Program Deletion – Bachelor of Arts with a major in Geosciences

11-102. The administration recommends discontinuing the Bachelor of Arts degree with a major in Geosciences. This degree was originally created to attract students who are not strong in mathematics to the area of geosciences. The faculty no longer advises students into this degree as it is not robust, lacking calculus courses and the field geology course. The one student currently pursuing this degree would be allowed to complete the degree and no new students would be admitted into the program effective immediately.

Academic Major Title Change – Sport and Fitness Management to Sport and Leisure Studies

11-103. The university currently offers a Bachelor of Science degree with a major in Sport and Fitness Management. The administration recommends that the title of this major be changed to Sport and Leisure Studies. This recommended change reflects movement within the field by the National Association for Sport and Physical Education

(NASPE), the National Recreational and Park Association (NRPA), and the Alliance for Health, Physical Education, Recreation, and Dance (AAHPERD). The change would enhance the quality and viability of the major and ensure that graduates are highly competitive in the market.

Addition of Degree Program – Bachelor of Arts with a major in Sport and Leisure Studies

11-104. The university currently offers the Bachelor of Science with a major in Sport and Fitness Management. The previous board item recommends changing the title of the major to that of Sport and Leisure Studies. In addition to the Bachelor of Science degree in this field, the administration requests authorization to offer the Bachelor of Arts degree with a major in Sport and Leisure Studies. The Bachelor of Arts option would offer students the option of pursuing the liberal arts emphasis in this degree program.

Degree Program Administrative Changes – BS and MS in Exercise Physiology

11-105. The following administrative changes are recommended by the administration. New Texas Higher Education Coordinating Board (THECB) rules require that the Board of Regents authorize these technical changes.

- a. Change Classification of Instructional Programs (CIP) codes for the BS and MS with a major in Exercise Physiology from 31.0505.00 (Kinesiology and Exercise Science) to 26.0908.00 (Exercise Physiology). This change will better reflect the academic degree program description.
- b. List with THECB the BS degree with a major in Exercise Physiology and the MS degree with a major in Exercise Physiology as BSEP and MSEP, rather than BS and MS respectively.

Academic Department Reorganization/College of Health Sciences and Human Services

11-106. The administration recommends combining the Department of Criminal Justice and the Department of Health and Public Administration into one academic department titled the Department of Criminal Justice and Health and Public Administration. The result will be the elimination of one department chair position, a single department with eight full-time faculty members as opposed to two departments with four faculty members each, and one department that will be served by a full-time administrative associate. Under the current configuration, the two departments share an administrative associate who is assigned to each one-half time.

MSU Policies and Procedures Manual Changes

11-107. The following changes to the *MSU Policies and Procedures Manual* are recommended for approval. Items recommended for deletion are shown with an overstrike (–); new wording is shown in **bold and underlined** format.

- a. Policy 2.339 – Organization, Vice President for Institutional Effectiveness – the administration will recommend the addition of the Student Support Services section to the manual (see Attachment 11-107a).

- b. Policy 3.347 – Dependent Education Assistance Program – modifications are recommended to this policy as part of the budget reduction planning for the university (see Attachment 11-107b).
- c. Policy 3.349 – Employee Background Checks – modifications are recommended as suggested by the Texas Department of Public Safety Crime Records Division to clarify penalties for misuse of access to the criminal history database (see Attachment 11-107c).
- d. Policy 4.184 – Student Records Policies and Procedures – modifications are recommended to make the policy more consistent with other university printed material (see Attachment 11-107d).
- e. Policy 4.152 – Police Department Administration Regulatory Ordinances – as part of the budget and cost efficiencies review process, the administration recommends that benefit-eligible faculty, staff, and graduate teaching assistants be assessed a vehicle registration fee, effective with the fall 2011 semester. Additionally, the administration recommends increases to student vehicle registration fees and violation fees. A summary of the fee changes, as well as a full copy of the proposed policy with revisions is shown in Attachment 11-107e).
- f. Policy 4.188 – Mobile Communication Devices – this policy was originally approved by the board in February, 2009. The implementation of the policy was postponed at the time, pending review of Internal Revenue Service requirements. The policy has been slightly modified and is recommended for full implementation effective with the fall, 2011 (see Attachment 11-107f).

Emeritus Status

11-108. The administration will make recommendations concerning emeritus status for retiring individuals.

Faculty Promotions

11-109. The administration will make recommendations concerning the promotion of certain faculty members.

Faculty Tenure

11-110. The administration will make recommendations concerning the awarding of tenure for certain faculty.

PERSONNEL & CURRICULUM
COMMITTEE ATTACHMENTS

Proposed Holiday Schedule 2011-2012

Schedule I

(Employees on Four-Day, 40 Hour Summer Work Schedule)

Date	Holiday	No. of Days
September 5, 2011	Labor Day	1
November 24 – 25, 2011	Thanksgiving	2
December 23 – 30, 2011	Christmas / New Year's	6
January 16, 2012	Martin Luther King Day	1
March 14 – 16, 2012	Spring Break	3

Schedule I – Total Holidays 13*

*The university will be closed Monday, May 28 for Memorial Day and Wednesday, July 4th in 2012. Employees on Schedule I, the four-day workweek, will still work 40 hours in each of those weeks and therefore; those days are not counted as a holiday.

Schedule II

(Employees on Five-Day, 40 Hour Summer Work Schedule)

Date	Holiday	No. of Days
September 5, 2011	Labor Day	1
November 24 – 25, 2011	Thanksgiving	2
December 23 – 30, 2011	Christmas / New Year's	6
January 16, 2012	Martin Luther King Day	1
March 16, 2012	Spring Break	1
May 28, 2012	Memorial Day	1
July 4, 2012	Fourth of July	1

Schedule II – Total Holidays 13

Candidates for Degrees

DILLARD COLLEGE OF BUSINESS ADMINISTRATION

Master of Business Administration

Melvon Zeon Bassue
Linda Rose Castillo
Johnny Dale Combs
Kevin Randal Cooper
Angela Christine Lewis Dunn
Phillip Ryan Eby
Robert Lester Frank
Iana Myra George
Michael John Grassi
Jeremy R. Joseph
Marinette Thomas Joseph

Joshua Arthur King
Kathryn A. Kyle
Gene Ray Ligeon
Alex Mitchell Pappas
Rowena Myrna Peter
Sherry Ann Peterson
Darien Leyton Roberts
Sujatha Raju Shetty
Rebecca Marie Venzor
Yvette Louise Villareal
Xinxing Yang

GORDON T. AND ELLEN WEST COLLEGE OF EDUCATION

Master of Arts

Susan Lea Asbury
Michael A. Bland
Jasmine Alexis Douglas
Samantha Julien

Michelle Marie Madden
Petrona Brenda St. Cyr Monlouis
Amy Michele Morrison
Tasha Johnston Weaver

Master of Education

Audrey A. Arnold
Pamela Lynn Bazis
Adrienne Frances Bentley
Kelly Janeen Billington
Amy Nicole Blackwell
Jennifer Katherine Bronaugh
Rondell K. Bullen
Tara Pittman Cevallos
Suzanne McCarthy Crawford
Rita Joyce Crouch
Diann Cowart Davenport
Pattie Sue Davis
Sharon R. Devereaux
Janie Ruth Greathouse Green
Kimberly Williams Guthrie
Deborah Diane Hearne
Jeffrey Scott Hill

Rebecca Alice Croy Hitchcock
Terri Ann Lynch Hornsby
Erin Lee Lambeth
Joshua David Lucas
Melissa Anne Martin
Kathryn Joan Findley Mickus
Shonna Christine Norton
Kelly Lynn Poer
Whitney Jayne Pollan
Amy Lauren Quinn
Deborah Louise Hilbers Rodgers
Kelli Ann Shipp
Brenda Janelle Simmons
Goldie Frances Louise Tappan
Suzanne Patrice Watson
Cherise Wilson Wicks

Master of Science in Kinesiology

Roderick Martin Jacobs

Karishma Bipinbhai Patel

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

Master of Health Administration

Kapil Uday Gohokar
Shruti N. Shastri

Ramesh Kumar Tentu

Master of Public Administration

Kasi Kathryn Carroll
Meghan Elizabeth DiFrancesco
Robert L. Norris

Theodis A. Pace
James William Redd

Master of Science

Jacqueline Michelle Brumbalow
Christopher James Downey

Melissa Anne Hayes

Master of Science in Nursing

Cathy Sue Carns
Lirio Aquino Cortez
Nathalee Latoya Crawford

John Albert Daugherty
Jennifer Leigh Smith

Master of Science in Radiologic Sciences

Tedde Charless Mathews Avalos
Jaclyn N. Verret Peters

Kimberly Heather Walton
Tracy Weaver

**PROTHRO-YEAGER COLLEGE OF
HUMANITIES AND SOCIAL SCIENCES**

Master of Arts

Kathryn Anne Canty
Kyle L. Gullette
Elizabeth Ann Machunis-Masuoka
Emily K. McBroom
David Christian McPhate
Steven Wayne Nielsen

Larissa Lapham Pityer
Petra Lorraine Smith
Michael Chase Thornton
Sven Peter Trinkaus
Steven Lyle Tucker

COLLEGE OF SCIENCE AND MATHEMATICS

Master of Science

Kalpana Garigapally
Fatima Yimi Gimba

Manohar Narsupalli
Will Damon Wiggins

DILLARD COLLEGE OF BUSINESS ADMINISTRATION

Bachelor of Business Administration

Shelly Diane Agee
Johnathon Ray Alaniz
Michael James Alotto
Shornalle Kawanna Baptiste
Blakeleigh Barron
Kerri Lynn Beck
Jarod Weslee Bell
Colby Lee Bennett
Tammie Suk Blake
Alex Jacob Borrego
Alexander Ian Boyd
Brandon Shea Bradshaw
Sean Christopher Britt
Anna Rose Brogan
Teaira Sh'nea Brown
Andrea Blaire Buben
John Tyler Cain

Linda Rose Castillo
Kareem Trevorn Chambers
Casey Antoinette Chastanet
Demitra Chioma Chidozie
Corin Christopher Clement
Marco Antonio Cuevas
Kelli Renea Cypert
Carrie Lynn Daniels
Nicandro Delgado
Devin Michael DeRosa
Robert Taylor Dorman
Alexander Don Eaton
Chad Richard Endres
Raquel Villeda Espinosa
Jayna Elaine Fletcher
Taylor Ryan Freeman
Colton Iry French

Jeremy Wade Gawel-Calvert
 Amanda C. Gresham
 Kimika Shayreen Harvey
 Patrick Timothy Hawkins
 Jessica Rachel Heil
 Ghamalé Javed Henry
 Theona Honore
 Kelly Nichole Houghlin
 Kyle Lee Hyden
 Abijah Lemuel Isaac
 Calesha A. John
 Patrick A. Johnson
 Matthew J. Jones
 Doreen A. Kagaju
 Lea Ann Kennard
 Natalie Marie Klemko
 Dustin Isidor Kotzur
 Brittany Nicole Kuehler
 Amy Iris Landrum
 Joseph Andrew Leal
 Celene D. Letang
 Brandon Todd Loeffler
 Sarah Ravay Manno
 Kelsey D'Ann Martin
 Diana Kay McCord
 Judith Charie McKee
 Andrea G. Minjarez
 Chad Price Minnix
 Mitchell William Molen
 Jeremy Christopher Neeb
 Zachary Shawn Nichols
 David Christopher O'Dell
 Ibukunoluwa Ajibade Ogunyinka

Alex Mitchell Pappas
 Brett Alexander Perry
 Terick Rashad Polk
 Amey Ellesia Prosper
 Angelica Maria Rodriguez
 Antoinette Yvonne Rojas
 Andrew David Ruffin
 Allicen Jeanette Scott
 Olayinka Oluwatosin Shorunke
 McKenzie R. Sickler
 Haylee Ann Simpson
 Kellie Joanne Sledge
 Karshia Nichole Southerland
 William Trevor Stegall
 Dannye Raydene Stephens
 Stephanie Renee Stephens
 James Austin Stevens
 Krystal K. Swiatek
 Blessing Grant Tamangani
 Danielle Faith Thomas
 Zachary Austin Torres
 Ryan Oliver Vermette
 David Edward Vestal
 Tiago de Oliveira Vilarinho
 Samantha Leigh Virgin
 Terenz Tonya Careel Wallace
 Shannon Elizabeth Welch
 Kyla Shea Whitley
 Brandon Cole Williams
 Kerry Michael Wilson
 Jason William Wooldridge
 Rachael Nicole Young

GORDON T. AND ELLEN WEST COLLEGE OF EDUCATION

Bachelor of Science

Matthew Scott Binnion
 Jennifer Kay Britton
 Brady Odell Dalton
 Octavian Dinuta
 Michelle Sarah-Louise Duff
 Christopher Michael Evans
 Stacey Nicole Filosa
 Lawrence Mitchell Franklin
 Amber N. Hall
 Micah Isaiah Hill
 Alyssa Deanne Hood
 Tony Carl Joplin

Preston Travis Klutts
 Charles Dee Logan
 Megan Laverne Pickett McCasland
 Chad Ray Richards
 Chastity L. Smith-Willis
 Eric David Symank
 Travis Edward Twining
 Adrian Tremaine VanBuren
 Aboubakar Wandji
 Christopher Darnell Williams
 Jamell D. Yarbrough

Bachelor of Science in Interdisciplinary Studies

Bayli Joquita Baker
 Elizabeth Danielle Brown
 Jessica Robyn Burke
 Elizabeth Rhea Casteen
 Sydney Ellen Couch
 JoAnn Carol Smith Crawford
 Tina M. Davis
 Sarah Elaine Doolin
 Annalysa Lynne Wesling Ellledge
 Amy Nicole Elliott
 Jennifer Anne Farrell
 Whitney Nicole Fontenot
 Jayla Dawn Garcia
 Olivia Alese Gardiner
 Jennifer Rose Grossbard Gillespie

Shawnda Salome Gilmore
 Jessica Nicole Harrington
 Ashlee Carol Hobson
 Allison Ann Wall Hogue
 Katie Marie Hoover
 Holly Christine Hunt
 Sarah Jane Hynes
 Harmony Linn Ingram
 Julie Marie Jameson
 Clair K.N. Lake
 Stephanie Jane Leatherwood
 Karen Pauline Schroeder McCann
 Tiffany Cheri McLain
 Morgan Leigh Meunier
 Sarah Elizabeth Morgan

Andrew Stephen Moseley
Shenelle Hillarine Pemberton
Lori Balser Phillips
Stephanie Rincon-Villastrigo
Joscelyn Elizabeth Rogers
Calie A. Russell
Rachel Kristine Russell

Damico W. Starnes
Aimee Elizabeth Steere
Lauren Elaine Walker
Shanna Mae Westen
Faryn Lynn Stallcup Westmoreland
Emily Michelle Yates

LAMAR D. FAIN COLLEGE OF FINE ARTS

Bachelor of Arts

Ashley Melanie Bartel
Sherriale Marie Garnett
Devan Eugene Gill
Patrick Neal Johnston
Cambria Shea Jones
Lauren Inez McDonald

Wesley Hart Nakwaasah
Candyce Doylisa Parish
Jasmine Nicole Smith
Brittany Kathryn Walsh
Colleen Lindley Wilson

Bachelor of Fine Arts

Loren Tyler Jones
Justen Nyles Locke
Sharol Batey Rickman

BriAnna Lynn Satterfield
Sarah Christine Stillson
Crystal Ray Whittington

Bachelor of Music

Thomas Calan Foster
Kathleen Joy Rees

Alvin Vendell Trotman III

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

Bachelor of Science

Rosy C. Ofoegbu
Amy Michelle Roden

Erin L. Walker
Devin Danielle Wright

Bachelor of Science in Athletic Training

Marissa Elon Caldwell
Benjamin Earl Patterson

Shalee Renee Rater

Bachelor of Science in Criminal Justice

Austin Aaron Allen
Ingrid Baylon
James Michael Christiansen
George Donald Corcoran
Anna Colette Daugherty
Krystalynn Antoinette Davis
Ross Hardy Ducharme

Kacy Elizabeth Hill
Sharel Raquel Celita Pascall
Brian Scott Rhoden
Ralph B. Squire II
Samantha Ann Steele
Mark Thomas Wright

Bachelor of Science in Dental Hygiene

Kayla Michelle Anderson
Brandi Lynn Bridges
Griselda de la Peña
Kathryn Jeanette Dufreche
Jennifer Lynn Dye
Maranda Nicole Eisen
Hayley Gwinn Holcomb
Cassie Jo Keck
Jamie Kay Landon

Neena Pravin Masters
Matthew Daniel Montayne
Mollie J'Lyn Morton
Nichole Rae Nabozny
Heather Renee Rarick
Banu Barzan Rashid
Stevie Nicole Rodriguez
Tosha LeAnn Welch
Lindsey Michelle Wuthrich

Bachelor of Science in Nursing

Elizabeth Bimpe Adebayo
 Cedith Bokeng Adelowo
 Ludmilla Afaanwi
 Suzie Jemal Ahmed
 Michael Besong Akwo Adelowo
 Debora Rodrigues Alonso
 Ernestina Amankwah
 Janae Nicole Anderson
 Oluwafunke O. Banjo
 Candace L. Beam
 Kelly Lynn Buckmeyer
 Suong Ai Bui
 James Austin Burrus
 Julie Renée Casillas
 Nicole Marie Cates
 Tyler Mac Cooney
 Chelsea Lynn Creech
 Adja G. Diakite
 Nyaradzai Velma Dzangare
 Choice Emrerhowa Ekpekurede
 Amanda Denise Ellis
 Chidimma A. Eneremadu
 Lauren Allison Faulkner
 Barbara Lee Fountain
 Nicole Celeste Franks
 Jana Johnson Fristoe
 Teresia Njeri Gachira
 Vanessa Marisol Gonzalez
 Ronald Brian Gordon
 Debra Green
 Cindy Brown Guess
 Jennifer J. Guillen
 Audrey Guthrie
 Rebecca Mabel Haggen
 Kristin Michele Hanei
 Nkemjika C. Hatter
 Jessica Ann Jackson
 La'Tijera Mercedes Jones
 Jennifer Rebecca Joseph

Mekdes Alemayehu Kelel
 Kimberly Sueann Lopez Kennedy
 Bryan Edward Kirk
 Jacqueline-Marie Leick
 Ashley Marie Leija
 Tara Raquel Liston
 Trenton C. McBroom
 Lauren Shea McKnight
 Amanda Faye McSpadden
 Helen Michele Powdrell Miller
 Meredith Ann Mora
 Sylver Ogene Nduku
 Anh V. Nguyen
 Judith Nyanchera Nyairo
 Beverly Isibhakhoma Ogbeide
 Ann Nnenna Ogbonna
 Lydia Nkemjika Okorie
 Jakia Unique Peters
 Kali Marie Pulliam
 Andra Leigh Ray
 Victoria Leigh Robbins
 Lindsay Erin Rowe
 Kara Rose Seymore
 Kacie Nicole Smith
 Hana Hailemariam Teffera
 Riny Thomas
 Phuong N. Tran
 Susan Elaine Turner
 My Phung Vo
 Julie Renée Vogel
 Jessica Marie Walterscheid
 Katy D'Lynn Warren
 Ruwani Weerasooriya
 Jennifer Gale Womack
 Penny Lynn Woolls
 Christopher Wayne Worley
 Jamie Lee Wright
 Erin Elizabeth Wyrick
 Andrew Jacob Zeigler

Bachelor of Science in Radiologic Sciences

Clare Rae Carrillo-Miranda
 Anthony Marzette Carter
 Chris Craeton
 Sherry L. Craig
 Nicole Christine Eagle
 Leslie Cornelius Finley
 Amanda Joy Folse
 Dana Kristine Goodknecht
 Brenda Gail Grundy
 Christy Jean Hausken
 Susan Dawn Hoagland
 Rodger Dale Howard
 Sarah Anne Jensen
 Vanessa A. Kim
 Rotha Chan Mam
 Elizabeth Cary McDuff

Victor Manuel Ochoa
 Mavyn Yancey Olson
 Whitney Leigh Parker
 Sangini Shashikant Patel
 Shawn Michael Pickett
 Lisa Marie Renfus
 Reece Martin Rodgers
 Crystal D. Schnabel
 Angela Lynn Sims
 Tracy Ann Smith
 Dayo Monifa Taylor
 Liju N. Thomas
 Victoria Vlasek
 Alta May Vogel
 Chad Michael Waugh
 Jimmie Ray Wilkerson, Jr.

Bachelor of Science in Respiratory Care

Bonnie Gladys Alexander
 LaTonya R. Autrey
 Selome Mulugeta Berehe, Jr.
 Samantha Morgan Blevins
 Kristen Whitney Bolser

Anita Ann Burress
 Magan Tolentino Canivel
 Wendy D. Castro
 Julie Ann Clayton
 Juliet Animwa Dankyi

Katelynn Nicole Divine
 Danielle N. Donoghue
 Marighny Elizabeth Dutton
 Sarah Rebecca Elder
 Harold Curtis Epley III
 Tho Ngoc Hoang
 Laura Annette Holdren
 Hanan Ahmed Ibrahim
 Zecharias Kassahun
 Paula Shannon Kleppe

Allen Wayne Martin
 Morgan Elizabeth Mora
 Utto A. Obot
 Wendy Allison Pels
 Andrea Rodriguez
 Caroline E. Singleton
 Anthony Stephen Spera
 Kirsten Meade Strenk
 Katie Hong Trieu
 Lauren Elizabeth Walser

Bachelor of Social Work

Francesca Renaye Bibles
 Amber Marie Craddock
 Richard Morgan Cnihfield
 Mandisa Ducreay
 Adrienne Christine Edmon
 Tiffany Machelles Esparza
 Stephanie L. Genest
 Rebecca Mabel Haggen

Lindsey Taylor Stewart Hurt
 Kaitlyn Kristina Kouri
 Adriana Spence Lara
 Bethany Ann Price
 Britany Mae Rhoden
 Kimberly Ann Rock
 Joseph Onos Shaka
 Cori Kay Swann

PROTHRO-YEAGER COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Bachelor of Applied Arts and Sciences

Nikki Lindeman Abernathy
 Leslie Earl Atchley
 Joby L. Berkley
 Tracy R. Crimmings Berkley
 Tara Michelle Boddie
 Joshua Trey Boykin
 David Brian Camp
 Sydnee Kay Cole
 Abram Samuel DeLaGarza
 Allen Jerome DeVault
 David Michael Franklin
 William Robert Gillespie
 Stephanie Grey Gorham
 Vasilis Harisis
 Jessica Leigh Hawley
 John Dawson Hicks
 LaToya Elaine Johnson
 Marsha Gail Junkins
 Randy E. Loboda

Robert Sean Manley
 Kennieth A. Martin, Jr.
 Charles Rebman Nelson
 Crystal Newman
 Alan Carroll Pursley, Jr.
 Lindsey Shea Schroder
 Angela Dawn Schultz
 Brian Cody Scott
 Debra Jean Shoemaker
 Cody Christopher Skinner
 Melanie Ann Smith
 Thomas S. Smith, Jr.
 Toni Lee Stansell
 Robert Leon Steele
 Bobby Joe Tatum, Jr.
 Javier Moises Valdez
 Kristen Amber Van Story
 James Albert Welborn III
 Ernest R. Yarbrough

Bachelor of Arts

Regiane S. Araujo
 Tiffany Keisha Barthelmy
 Krysti Lynn Beckcom
 Mandi Lynn Boedeker
 Bridget Bayley Buck
 Natasha Ruth Davis
 Seth Lee Dickerson
 Joycelyn LaRaine Downing
 Jeremy Kyle Duke
 Chelsey Lee Fanchier
 Kathleen Ramsey Farmer
 Chiquita Lawon Ferdinand
 Sara Lynn Fuller
 Paul Thomas Garcia
 Zoe Sung-Shil Gossett
 Chasity Dawn Hofbauer
 Timothy Paul Holland

Joshua Eugene Ibarra III
 Kevan Michael Jowers
 Mollie Margaret Lerew
 Anna Elizabeth Lerew-Phillips
 Jacoby Rashad Lewis
 Andrew John Patrick Lindsey
 Rachel Marie Lira
 Jeremy John Magee
 Nicholas Evan Maynard
 Cooper-Scott Lowe McClung
 Jessica Anne Montgomery
 Bradley Jason Morris
 Jennifer Jane Newsom
 Brittany Janae Norman
 Sean E. Orozco
 Bobby Lee Parsons
 Patsy Ann Pennington

David Ethan Peris
 Matthew Wayne Peterson
 Christopher H. Reimels III
 Ajanique Gajimare Sampson
 Cameron Scott Shaffer
 Irene Spaziani
 Adrienne Louise Sterley
 Christopher Walter Stolarzyk

Lana Diane Sweeten-Shults
 Angela Michelle Taylor
 Rosie Lee Tays
 Maranda Lynnette Urban
 Christopher James Walker
 Roxanne Marie Ward
 Emily Jade Welborn
 Dustin Ted Weldon

Bachelor of Science

Chiniqua C. Holmes
 Meagan Christine Hons
 Alicia Cathleen Kobylecky
 Ashley Lane Lawson
 Julia Mushlin
 Brittany Brooke O'Neal
 Victor Manuel Ortiz
 Katie Elizabeth Petersen

Shirley Marie Phillips
 Brandy McGee Reyes
 Erica Dawn Scantlin
 Paula Diane Scruggs
 Lauren Michelle Snapp
 Caitlin Jo Stout
 Alysia Reneé White

COLLEGE OF SCIENCE AND MATHEMATICS

Bachelor of Arts

Kyle D. Crouse

Bachelor of Science

Abdelmoutaleb Ait Roua
 Aderogba Ayomide Ajenikoko
 Nicklas Theodore Bolton
 Leigh-Ann Simone Brooks
 Christopher Joseph Caruvana
 Anthony R. Castillo
 Jin A. Cheong
 Hillius Bernard Ettinoffe
 Amanda Gail Evans
 John Nathaniel Ford
 Scott David Gordon
 Jeremy Michael Goreczny
 Ashley Elisabeth Gravelle
 Justin Edward Lillis
 Amy Michelle Mass
 Shanelle C. McIntyre

Kyleigh Gayle McKeever
 Joshua Daniel Morris
 Shane Patrick Murphy
 Christel Simon Obame Bivegue
 Yesenia M. Olguin
 Christopher Richard Parish
 Airicca Nicole Perritt
 Ariana Shalini Persaud
 Jessica Mayra Saavedra
 Nicole Rochelle Savage
 Matthew Lynn Sherrill
 Sonny Malte Skaaning
 Samantha Chantal Tomei
 Kai Baylen Tubb
 James Thiep Vu
 Joshua Lee Westmoreland

Bachelor of Science in Mechanical Engineering

Carlos Bataller
 Anh Ngoc Dao
 Bryson Patrick Lawrence
 Daniel Richard McMullan
 Samuel Gem Musong

Ronrick Euzellus Jamal Pemberton
 Benjamin J. Savage
 Jacob Lee Smith
 Samantha Chantal Tomei
 Robert Benton Wainscott

COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

Associate of Applied Science in Radiography

Kaysie May Allison
 Whitney J. Anderson
 Elizabeth Asamoah
 Sidnee Leigh Blagg
 Kari Ann Bristow
 Candace Leigh Brown
 Joel L. Camacho
 Ben Changa

Celeste Angelica Chavez
 Leah Michelle Climer
 Paula Rosario Holgin Cortinaz
 Karolina Damjanović
 Daniel Martial Djumo Simo
 Chelsea Renea Dodds
 Karie Renee Dorman
 Osmond O. Eleda

Felicia Mary Ellis
Janelle Marie Goettman
April Lyn Gryniewicz
Mohamed Hagi
Carla Jo Hancock
Kimberly Gail Hess
Matthew Scott Huey
Aesha J. Hunt
Kimberly DaNiel Canada Jeske
Heather Lea Justice
Miles Stephen Kruzich
Ginger Rae Lewis
Brittney Love
Xenia Krystine Luna
Ross Lane McClaran
Shanna Danielle McCray

Robert Walt McDowell
Javier Francisco Moreno Regres
Marie Ann Nasca
Bethany Marie Nichols
Andrea Leann Page Ellis
Jaime Leigh Pompey
John D. Rogers III
Emily Kristin Rouze
Candace Jan Seedig
Christal Nicole Stephens
Melissa Kay Stewart
Sandra Sonya Suarez
Lauren Marie Tallant
Shelley Dawn Teter
Taylor Nicole Whatley
Jennifer Renee Wild

2.339 Vice President for Institutional Effectiveness
ORGANIZATION – VP for Institutional Effectiveness
Date Adopted/Most Recent Revision: 02/12/2009

Insert a new Section 8

8. Student Support Services

The Student Support Services program is designed to assist undergraduate students who are low-income and first-generation or students with disabilities. The goal is to facilitate good academic standing, retention, and graduation of undergraduate students at Midwestern State University. Students receive academic tutoring; advice and assistance in postsecondary course selection; information on federal student financial aid programs, including resources for locating public and private scholarships; assistance in completing financial aid applications; counseling services designed to improve financial and economic literacy, including financial planning for postsecondary education; and activities designed to assist participants in applying for admission to and obtaining financial assistance for enrollment in graduate or professional programs.

Student Support Services is a part of a nationwide network of TRIO programs funded by the U. S. Department of Education. The program is open to accepted and enrolled Midwestern State University undergraduates who meet the eligibility criteria. The Director of Student Support Services reports directly to the Vice President for Institutional Effectiveness.

Policy 3.347 Human Resources

DEPENDENT EDUCATIONAL ASSISTANCE PROGRAM

Date Adopted/Most Recent Revision: 44/05/2010- (Changes recommended effective fall semester, 2011)

A. General

This program provides educational assistance to attend Midwestern State University for eligible dependents dependent children of MSU faculty or staff members.

B. Eligibility Requirements

1. The spouse/parent/guardian of the dependent must be a current, regular faculty or staff member employed in a retirement-eligible position at MSU.
2. The individual student must meet the following ~~Employees Retirement System of Texas~~ definition of an eligible dependent:
 - a. ~~A spouse, including a common-law spouse,~~
 - b. any child, regardless of age, who lives with or whose care is provided by an employee on a regular basis, if the child is physically or mentally disabled to such an extent as to be dependent on the employee for care and support, or
 - c. a child in any of the following categories who is under age 25 and unmarried:
 - i. A natural or adopted child of the employee,
 - ii. a stepchild or foster child of the employee,
 - iii. a child (ward) for whom the employee is the legal guardian, or
 - iv. a child who is related to the employee by blood or marriage and was claimed as a dependent on the federal income tax return of the employee for the preceding calendar year and for each subsequent calendar year in which the child is enrolled in the plan. An exception may be granted if the employee can document good cause for not claiming the child as a dependent in the preceding calendar year due to unexpected circumstances that required the employee to take responsibility for the child in the current year. Exceptions will be approved by the MSU Fringe Benefits Committee.
3. For eligibility verification of the child's relationship to the employee, ~~purposes, appropriate documentation, as determined by the MSU Director of Human Resources, must be submitted to the Human Resources Department. Acceptable documents for a spouse include a copy of the marriage license, income tax return, or declaration of informal marriage. Acceptable documents~~ For a dependent child dependent, acceptable documents include a birth certificate, tax return, and/or other legal documents as appropriate.
4. ~~Dependents who meet applicable requirements for admission to the university are eligible.~~

4. The following criteria will be followed in determining a dependent child's eligibility:
 - a. The student must be a Texas resident.
 - b. The student must complete and submit the Free Application for Federal Student Aid (FAFSA) and provide any related verification documents as required by the Financial Aid Office.
 - c. The student must be registered for at least six (6) hours for a regular semester or three (3) for a summer term.
 - d. The student must maintain a cumulative GPA of 2.0 or above.
5. The faculty/staff member and dependent must not have any outstanding debt with the university, including but not limited to returned checks, tuition, student loans, fines and applicable fees, at the time the application is processed and the award is applied to the student's account.

C. Application Requirements

An Education Assistance Program application must be submitted to the Human Resources Department every semester that the dependent enrolls at MSU. A completed application and necessary supporting documentation, if not previously provided, must be submitted to the Human Resources Department on or before the appropriate semester deadline, which is the same as the final day of semester registration. This date is published in the MSU Undergraduate Catalog, the MSU Graduate Catalog, and the MSU Schedule of Classes for each semester, and is listed on the university's website.

D. Scholarship Authorization Process

At the beginning of each semester, the Human Resources Department will certify the eligibility of each applicant and provide a list of approved applicants to the MSU Controller's Office. The Controller's Office will determine the amount of each scholarship and forward the list to the Financial Aid Office where those students qualified for financial need will be identified. The list will be returned to the Controller's Office where a scholarship will be applied to each student's account in compliance with applicable Internal Revenue Service rules and regulations. Students with verified financial need will receive a scholarship through tuition set aside funds. Students without financial need will receive a general scholarship. ~~The Controller's Office will be responsible for determining the amount of each scholarship, applying scholarships to the appropriate accounts, and ensuring compliance with applicable Internal Revenue Service rules and regulations.~~

E. Explanation of Benefit

The eligible dependent will receive a scholarship for undergraduate courses equal to the amount of local board authorized tuition only. This benefit cannot be applied to previous semesters.

F. Advisory/Appeal Committee

The MSU Fringe Benefits Committee will serve as the advisory/appeals committee regarding disputes and/or application denials. All decisions of the committee shall be final unless the president of the university determines that the decision was rendered in violation of university policy. The president's decision is final.

G. Policy Review

The Dependent Educational Assistance Program will be reviewed every two years to determine the level of benefits based on available funding.

3.349 Human Resources

EMPLOYEE BACKGROUND CHECKS

Date Adopted/Most Recent Revision: 08/08/2008

A. General

It is the goal of Midwestern State University to provide the safest possible environment for students, employees and visitors and to safeguard sensitive data, personal information, and personal and public property. In an effort to attain this goal, a criminal background check shall be conducted on each applicant hired to fill a position identified as security sensitive at Midwestern State University.

B. Definitions

1. **Applicant.** An applicant is an individual who applies for an open position at Midwestern State University. Within the scope of this policy, the term applies to all external and internal applicants who are finalists for positions designated as security sensitive. Additionally, for the purpose of this policy, the term applicant applies to current Midwestern State University employees who transfer to, are promoted to, or have a position reclassified to a security sensitive position. The term applicant applies to candidates for both benefits-eligible and non-benefits eligible positions but does not apply to persons hired through temporary employment agencies who are not considered to be employees of the university.
2. **Security Sensitive Position.** Positions determined to be security sensitive as defined and authorized by Texas Government Code 411.094 and Texas Education Code 51.215 shall be designated as security sensitive by the appropriate senior university administrator after consultation with the Director of Human Resources.
3. **Criminal Background Check.** A criminal background check consists of criminal history information collected by the university through the appropriate law enforcement agencies.
4. **Criminal History Information.** Criminal history information is a record of information collected about a person by a criminal justice agency that consists of identifiable descriptions and notations of arrests, detentions, indictments, and other formal criminal charges and their dispositions. Texas Government Code 411.082.

C. Procedures

1. Finalists selected for interview in a designated security sensitive position will be investigated prior to the issuance of a written offer, notice of employment, or contract.
2. Background checks for current employees who are promoted, transferred, or reclassified into positions designated as security sensitive will be requested by the Human Resources Department upon notification of the proposed change in employment status unless the employee has successfully completed a criminal background check by the university within the most recent eighteen month period.
3. A criminal background check will not be required of a current faculty member upon promotion into another faculty rank or consideration for faculty tenure.
4. The designation as a security sensitive position shall be included in the position's job description, announcements, and advertisements. .
5. Prior to conducting the criminal background check, the Human Resources Department will obtain a signed, written consent and release form from the applicant.

6. The criminal background check will be requested upon receipt of the signed consent form and the results will be reported to the Human Resources Department.
7. The hiring supervisor in consultation with the Director of Human Resources shall be responsible for making a decision to hire, promote, transfer, reclassify, or retain the applicant based in part upon an evaluation of the contents of the criminal history report.

D. Confidentiality

1. Criminal history information is privileged and confidential. It may not be released or otherwise disclosed without a legitimate need to know during the hiring process, except on court order. Criminal history information is relevant only for evaluation in the hiring/employment decision; it is not placed in the applicant or personnel file; and it is destroyed by the Director of Human Resources or the Chief of Police of Midwestern State University as provided in Texas Government Code 411.094.

E. Penalties for Misuse

1. Only employees who have signed the DPS Authorized User Acknowledgement and obtained a personal password will be permitted to retrieve criminal history records from the Department of Public Safety databases.
2. Any unauthorized access, retrieval, or misuse of confidential information obtained through the DPS databases may lead to criminal charges and termination of employment.

F. Nondiscrimination

Criminal history information shall not be used to discriminate on the basis of race, color, national origin, religion, sex (gender), disability, or age. Disclosure of a criminal offense will not automatically exclude or disqualify an applicant from consideration for employment. The relevance of the applicant's criminal history to the employment decision will be determined on a case-by-case basis in consideration of the following factors:

1. the length of time since an offense;
2. the number of offenses;
3. the nature of the offense;
4. the applicant's subsequent employment history;
5. the applicant's efforts at rehabilitation;
6. the specific duties of the position to be filled; and
7. the accuracy of criminal history information disclosed by the applicant.

4.184 Provost- Vice President for Institutional Effectiveness
STUDENT RECORDS POLICIES AND PROCEDURES
Date Adopted/Most Recent Revision: 05/13/05

A. Definitions

For the purpose of this policy, Midwestern State University (MSU) has used the following definitions of terms.

1. Student:

Any individual who is or has been in attendance at MSU and regarding whom MSU maintains education records.

2. Education Records:

Any records (in handwriting, printing, tapes, film, or other medium) maintained by MSU or an agent of the university which are directly related to a student, except:

- a. A personal record kept by a school official if it is kept in the sole possession of the maker of the record and is not accessible or revealed to any other person except a temporary substitute for the maker of the record.
- b. An employment record of an individual whose employment is not contingent on the fact that he or she is a student, provided the record is used only in relation to the individual's employment
- c. Records maintained by the MSU Police Department if the record is maintained separately from education records, is maintained solely for law enforcement purposes, and is revealed only to law enforcement agencies of the same jurisdiction.
- d. Records maintained by the MSU Vinson Health Center which are considered to be privileged and confidential. Information cannot be released without written consent of the person identified in the record, or the release of information is otherwise permitted by law.
- e. Records maintained by the MSU Counseling Center and Disability Support Services which are considered to be privileged and confidential. Information cannot be released without written consent of the person identified in the record, or the release of information is otherwise permitted by law.
- f. Alumni records which contain information about a student after they are no longer in attendance at the university and which do not relate to the person as a student.

3. ~~School Official~~

~~A school official is:~~

- ~~a. A person employed by MSU in an administrative, supervisory, academic or research, or support staff position.~~
- ~~b. A person elected to the Board of Regents of MSU.~~
- ~~c. A person employed by or under contract to MSU to perform a special task, such as the attorney or auditor.~~

3. Areas in which student records are maintained:

- a. Academic Records - Registrar's Office
- b. Admissions Records - Admissions Office, Office of the Graduate School, and Office of International Services
- c. Financial Records - Business Office

- d. Financial Aid Records - Financial Aid Office
- e. Graduate School Records – Office of the Graduate School
- f. Placement Records - Career Management Center
- g. Progress Records - Faculty Offices and Academic Advising Office
- h. Disciplinary Records - Dean of Students' Office and Housing & Residence Life
- i. Athletics Records - Athletics Office
- j. Occasional Records - University staff person who maintains minutes of faculty or committee meetings or copy of correspondence.

4. Directory Information.

This is information which may be released to the general public without the written consent of the student. A student may request that the Directory Information be withheld from the public by making written request to the Office of the Registrar during the first 12 class days of a fall or spring semester or the first four class days of a summer term. This request will remain in effect the remainder of the academic year. (Must be renewed each fall.) The following items have been designated as Directory Information:

- a. Name
- b. Date and Place of Birth
- c. Current and Permanent Address
- d. Telephone Listing
- e. Major and Minor Fields of Study
- f. Student Enrollment Status (full-time/part-time)
- g. Classification
- h. Participation in Officially Recognized Activities and Sports
- i. Weight and Height of Members of Athletic Teams
- j. Dates of Attendance
- k. Degrees and Awards Received
- l. All Previous Educational Agencies or Institutions Attended
- m. Photographs

B. Annual Notification

Students will be notified of their Family Educational Rights and Privacy Act of 1974 (FERPA) rights by publication in the class schedules which are published three (3) times each year, in the *MSU Undergraduate Catalog* and *MSU Graduate Catalog* which are published biennially, and in the *MSU Student Handbook* which is published annually.

C. Procedure to Inspect Education Records.

- 1. ~~Students may inspect and review their education records upon request to the appropriate record custodian.~~
- 2. ~~Students should submit to the records custodian or an appropriate university staff person a written request which identifies as precisely as possible the record or records they wish to inspect.~~
- 3. ~~The records custodian or an appropriate university staff person will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in forty-five (45) days or less from the receipt of the request.~~
- 4. ~~When a record contains information about more than one (1) student, the student may inspect and review only the records which relate to him/her personally~~

C. Review of Record.

Students who desire to review their records may do so upon written request of the appropriate record custodian. The Review Request Form must identify as precisely as possible the records to be reviewed.

1. Procedure to Inspect Education Records

- a. Students may inspect and review their education records upon request to the appropriate record custodian.
- b. Students should submit to the records custodian or an appropriate university staff person a written request which identifies as precisely as possible the record or records they wish to inspect.
- c. The records custodian or an appropriate university staff person will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in forty-five (45) days or less from the receipt of the request.
- d. When a record contains information about more than one (1) student, the student may inspect and review only the records which relate to him/her personally

D. Right of University to Refuse Access

MSU reserves the right to refuse to permit a student to inspect the following records:

1. The financial statement of the student's parents.
2. Letters and statements of recommendation for which the student has waived his or her right of access, or which were placed in file before January 1, 1975. This exception applies as long as the letters or statements of recommendation are used only for the purposes for which they were specifically intended.
3. Those records which are excluded from the FERPA definition of education records unless those records are available under the Texas Open Records Act.

E. Refusal to Provide Copies

MSU reserves the right to deny transcripts or copies of records not required to be made available by the FERPA in any of the following situations:

1. The student has an unpaid financial obligation to MSU or other holds which would prohibit the release of transcripts/records.
2. There is an unresolved disciplinary action against the student.

F. Fees for Copies of Records

The guidelines contained in Policy 4.185, which deals with charges for public records, will be followed with regard to fees for copies of educational records requested and approved for release to individuals other than the student. Students requesting their own educational records will be charged in accordance with transcript fee requests in the Office of the Registrar.

G. ~~Types Locations and Custodians of Education Records~~ (this became item #3 above)

The following is a list of the types of records that MSU maintains, their locations, and their custodians:

Types	Location	Custodian
Admissions Records	Registrar's Office Hardin Hall Hardin Hall South 101	Registrar
Cumulative Academic Records (Current and former students)	Registrar's Office	Registrar
Financial Records	Business Office Hardin Hall 102	Controller
Financial Aid Records	Financial Aid Office Hardin Hall 102	Director of Financial Aid
Placement Records	Career & Testing Services Hardin South 214	Director, Career & Testing Services
Progress Records	Faculty Offices	Individual Student Advisors
Disciplinary Records	Dean of Students' Office Clark Student Center	Dean of Students
Athletics Records	Athletics Office Ligon Hall 144	Director of Athletics
Occasional Records (Student education records not included in the type listed above, such as minutes of faculty or university committee meetings, copies of correspondence in offices not listed, etc.)	The appropriate official will collect such records, direct the student to their location, or otherwise make them available for inspection and review	The university staff person who maintains such occasional records

G. Challenge to Accuracy of Record-keeping.

Students who desire to challenge the accuracy of their records should follow the procedure outlined below:

1. **Informal Review.** Follow the procedure as outlined for Review of Record. The Official will summarize action taken on Review Request form. This should be signed and dated by review official and maintained with student's record. If the Informal Review does not clarify the question of accuracy of record-keeping, the student may request a Formal Review.

2. Formal Review. The Provost/Vice President for Academic Affairs will chair and appoint a committee to hear challenges concerning records of offices reporting to him or her. The Vice President for Institutional Effectiveness will chair and appoint a committee to hear challenges concerning records of offices reporting to him or her. The Associate Vice President for Student Affairs will chair and appoint a committee to hear challenges concerning other records. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by one or more individuals, including an attorney.

The Provost/Vice President for Academic Affairs, Vice President for Institutional Effectiveness, or Associate Vice President for Student Affairs will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision. If the University's decision is that the challenged information is not inaccurate, misleading, or in violation of the student's right of privacy, the student will be notified that he has a right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision.

The statement will be maintained as part of the student's education records as long as the contested portion is maintained. If MSU discloses the contested portion of the record, it must also disclose the student's statement. If MSU decides that the information is inaccurate, misleading, or in violation of the student's rights of privacy, it will amend the record and notify the student, in writing, that the record has been amended.

H. Disclosure of Education Records

MSU will disclose information from a student's education records only with the written consent of the student except:

1. To school officials who have a legitimate educational interest in the records.
A school official has a legitimate educational interest if the official is:
 - i. Performing a task that is specified in his/her position description or by a contract agreement.
 - ii. Performing a task related to a student's education.
 - iii. Performing a task related to the discipline of a student.
 - iv. Providing a service or benefit relating to the student or student's family, such as health care counseling, job placement or financial aid.
2. To officials of another school, upon request, in which a student seeks or intends to enroll. In such cases, MSU will make a reasonable attempt to notify the student at the last known address of the student, and give the student, upon request, a copy of the record that was disclosed. Appropriate records charges will be assessed.
3. To certain officials of the U.S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported education programs.

- ~~4. In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.~~
- ~~5. If required by a state law requiring disclosure that was adopted before November 19, 1974.~~
- ~~6. To organizations conducting studies for, or on behalf of MSU, to develop, validate, or administer predictive tests, administer student aid programs, or improve instruction. MSU may disclose information under this policy only if the study is conducted in a manner that does not permit personal identification of parents and students by individuals other than representatives of the organization, and the information is destroyed when no longer needed for the purposes for which the study was conducted.~~
- ~~7. To accrediting organizations to carry out their functions.~~
- ~~8. To parents of an eligible student who is claimed as a dependent for income tax purposes.~~
- ~~9. To comply with a judicial order or a lawfully issued subpoena. In such cases, MSU will make a reasonable effort to notify the student of the order or subpoena in advance of compliance.~~
- ~~10. To appropriate parties in a health or safety emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.~~
- ~~11. To an alleged victim of a crime of violence as defined in Section 16 of Title 18, United States Code. The results of a disciplinary proceeding conducted by MSU against an alleged perpetrator of that crime with respect to that crime may be disclosed without prior written consent of the alleged perpetrator.~~

~~I. Record of Requests for Disclosures~~

~~MSU will maintain a record of all requests for and/or disclosures of information from a student's education records. The record will indicate the name of the party making the request, any additional party to whom it may be redisclosed, the legitimate interest the party had in requesting or obtaining the information, and the legitimate interest of any additional parties to whom the requesting party may disclose this information. The record may be reviewed by the student.~~

H. Disclosure of Education Records

Students have a right to consent to disclosures of personally identifiable information contained in their education records, except to the extent that FERPA authorizes disclosure without consent. The following exceptions permit disclosure without consent:

- 1. Disclosure without consent is permitted to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, collection agent, or enrollment or loan and degree verification service); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.**
- 2. The Higher Education Amendments of 1998 allow disclosure of the final results of a student disciplinary proceedings involving students found to have committed a disciplinary offense that would constitute a "crime of violence"**

(or a nonforcible sex offense) under federal law, specifically the name of the student found to have committed the offense, the violation committed, and any sanction imposed.

3. The 1998 FERPA amendments also allow institutions of higher education to disclose to a parent or legal guardian of a student under the age of 21 years information regarding the student's violation of any federal, state, or local law, or any institutional rule or policy, related to the use or possession of alcohol or a controlled substance.
4. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring (seeks or intends to enroll);
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Midwestern State University to comply with the requirements of FERPA.

FERPA allows the Texas Higher Education Coordinating Board (the State of Texas educational governing entity), with student consent, to disclose to higher education institutions the number of credit hours taken previously.

I. Directory Information. (became #4 above)

- a. ~~MSU designates the following items as Directory Information: student's name, date and place of birth, current and permanent address (including E-mail address), telephone listing, major and minor fields of study, number of hours enrolled in current semester, classification, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, all previous educational agencies or institutions attended, and photographs.~~
- b. ~~This information may be released to the general public without the written consent of the student. A student may request that the Directory Information be withheld from the public by making written request to the Office of the Registrar during the first twelve (12) class days of a fall or spring semester, the first eight (8) class days of a trimester, or the first four (4) class days of a summer term. This request will apply only to the current enrollment period.~~

J. Correction of Education Records (became G above)

~~Students have the right to ask to have records corrected that they believe are inaccurate, misleading or in violation of their privacy rights. Following are the procedures for the correction of records:~~

- ~~a. A student must submit a Review Request Form to the appropriate office immediately responsible for the record. In so doing, the student should identify that part of the record to be changed and specify why, in the student's opinion, it is inaccurate, misleading or in violation of his/her privacy or other rights.~~
- ~~b. MSU may comply with the request or it may decide not to comply following an informal review. This decision should be made within a reasonable time after the request for amendment is made. If it decides not to comply, MSU will notify the student of the decision and advise the student of his/her right to a Formal Review to challenge the information believed to be inaccurate, misleading or in violation of his/her rights.~~
- ~~c. Upon request, MSU will arrange for a hearing and notify the student reasonably in advance of the date, place, and time of the hearing.~~
- ~~d. The Associate Provost will chair and appoint a committee to hear challenges concerning academic records. The Vice President for University Advancement and Student Affairs will chair and appoint a committee to hear challenges concerning non-academic records. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by one or more individuals, including an attorney.~~
- ~~e. The Associate Provost or Vice President will prepare a written decision. The decision will include a summary of the evidence presented and the reasons for the decision.~~
- ~~f. If the university's decision is that the challenged information is not inaccurate, misleading or in violation of the student's right of privacy, the student will be notified that he/she has a right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision.~~
- ~~g. The statement will be maintained as part of the student's education records as long as the contest portion is maintained. If MSU discloses the contested portion of the record, it must also disclose the student's statement.~~
- ~~h. If MSU decides that the information is inaccurate, misleading or in violation of the student's right of privacy, it will amend the record and notify the student, in writing, that the record has been amended.~~

I. Record of Requests for Disclosures

MSU will maintain a record of all requests for and/or disclosures of information from a student's education records. The record will indicate the name of the party making the request, any additional party to whom it may be redisclosed, the legitimate interest the party had in requesting or obtaining the information, and the legitimate interest of any additional parties to whom the requesting party may disclose this information. The record may be reviewed by the student, **unless the records were provided in response to a lawfully issued subpoena which stated that disclosure to the student was not permitted.**

Recommended Fee Changes
Vehicle Registration and Violations

A. Student Registration Fees

1. All students enrolled in college credit courses – increase from \$32 per year to \$50 per year.
2. A student enrolled for either one or both summer sessions, provided they have not previously registered the vehicle during the academic year – increase from \$8 to \$25.
3. A student not enrolled for summer classes, but on campus as non-benefit eligible student workers, provided they have not previously registered the vehicle during the academic year – increase from \$4 to \$25.
4. A new fee of \$25 per year will be assessed to those students auditing a class and for students enrolled in the Intensive English Language Institute.
5. A new fee of \$15 will be assessed students enrolled in Continued Education courses that are more than eight hours in length. This fee will be charged once per semester.
6. Students who operate more than one motor vehicle on campus – increase registration fee from \$5 to \$25 per year.
7. Graduate assistants – increase registration fee from no charge to \$50 per year

B. Reserved Parking Registration Fees – available to benefit eligible faculty and staff, adjunct faculty, and graduate teaching assistants. The following fees are recommended.

1. \$36 per year for individuals with annual base pay less than \$30,000
2. \$50 per year for individuals with annual base pay of \$30,000 or greater.
3. \$250 per year for vice presidents and president for special reserved parking.
4. \$150 per year for associate vice presidents and deans for special reserved parking
5. Hang tag replacement fee - \$25
6. \$25 per year for motorcycle decal
7. Retired faculty and staff will be eligible to receive one Retired Faculty/Staff permit at no cost.

C. Violation Penalties

1. Class I – increase from \$10 to \$20
2. Class II and Class III – increase from \$20 to \$40
3. The first offense penalty for failure to display a registration decal will be the registration fee for the appropriate decal.

4.152 University Advancement & Student Affairs
POLICE DEPARTMENT ADMINISTRATION AND REGULATORY ORDINANCES
SECTIONS C & D ONLY
Date Adopted/Most Recent Revision: 08/04/2006

C. Traffic and Vehicle Regulations

1. Jurisdiction

All articles of the Texas Motor Vehicle Laws and the Uniform Traffic Code, in addition to regulations promulgated by the university, shall be applicable on all properties under the control and jurisdiction of Midwestern State University open to vehicular traffic.

2. Penalty

- a. Any violation of the state traffic laws or of university traffic and vehicle regulations will constitute a misdemeanor punishable by a fine of not more than Two Hundred Dollars (\$200.00) in any Justice of the Peace Court in Wichita County, Texas, or the Municipal Court of the City of Wichita Falls.
- b. Any violation of university traffic and vehicle regulations may, however, as an alternative, be enforced by the university in accordance with the procedures, fees and penalties stated for specific violations as enumerated in the following Sections of this article.

3. Registration

- a. All students, faculty, staff, and employees of the university who operate a motor vehicle on the campus must register the vehicle on campus and obtain a university registration decal or hang tag before such persons are allowed to park their vehicle on university property. Lot 18, located at 3404 Louis J. Rodriguez Drive **Parking lots #14, 16, 18, 19, 21 and parking spaces on Tee Pee Drive and Louis J. Rodriguez Drive in front of Sunwatcher Village Apartments** shall be reserved for apartment **MSU** residents only. Residents shall display an additional **obtain a university resident** decal issued by the MSU Office of House for identification **that MUST be placed on the vehicle**. All registration decals are to be obtained from the University Police Department.
- b. A motor vehicle registration fee of ~~Twelve Dollars (\$12.00) per semester~~ **Fifty Dollars (\$50.00) per year** will be assessed those students **enrolled for college credit hours who wish to operate a motor vehicle on the university campus**, operating a motor vehicle on the university campus who enroll for eight (8) or more credit hours. The fee will be applicable for both the fall and spring semesters; provided, however, that the Administrative Council may assess a reasonable fee of a lesser amount for certain programs, non-credit courses, or off-campus extension type programs.
- c. ~~A motor vehicle registration fee of Eight Dollars (\$8.00) will be assessed those students operating a motor vehicle on the university campus who enroll for less than eight (8) hours per semester.~~
- d. A motor vehicle registration fee of ~~Eight Dollars (\$8.00)~~ **Twenty-five Dollars (\$25.00)** will be assessed those students operating a motor vehicle on the university campus who enroll for either one or both summer sessions, **provided they have not previously registered the vehicle during that academic year.**

- e. A motor vehicle registration fee of Four Dollars (\$4.00) Twenty-five Dollars (\$25.00) will be assessed to those students who are not enrolled for summer classes, but are on campus as student workers and are not benefit eligible. This fee will be applicable for either/or both summer semesters. This type of decal will be required for dorm residents not taking classes during any given semester. This applies to students who have not previously registered a vehicle during the academic year.
- f. A motor vehicle registration fee of Four Dollars (\$4.00) will be assessed for those students attending classes at Sheppard Air Force Base only. Vehicle registration decals may be obtained from the University Police with class registration showing SAFB classes only. A motor vehicle registration fee of Twenty-five Dollars (\$25.00) per year will be assessed for those students auditing a class and for students enrolled in Intensive English Language Institute courses. Students enrolled in Continuing Education courses over eight hours in length will pay a motor vehicle registration fee of fifteen dollars (\$15.00) per semester.
- g. Students who operate more than one (1) motor vehicle on the university campus may register one additional vehicle for a fee of Five Dollars (\$5.00). Twenty-five Dollars (\$25.00).
- h. Two (2) or more persons will not be permitted to register the same vehicle.
- i. Reserved decals hang tags will be issued available to all benefit eligible full-time faculty, staff members, and part-time faculty faculty and staff, adjunct faculty, and graduate teaching assistants who appear on the approved list from the Human Resources office who wish to operate a motor vehicle on the university campus. The motor vehicle registration fee for these individuals will be:
 - 1) \$36.00 per year for individuals with annual base pay less than \$30,000 per year;
 - 2) \$50.00 per year for individuals with annual base pay of \$30,000 or greater per year;
 - 3) \$150.00 per year for the associate vice presidents and deans for special reserved parking; and
 - 4) \$250 per year for the president and vice presidents for special reserved parking.
- j. The replacement fee for a lost hang tag is Twenty-five Dollars (\$25.00).
- k. Faculty/Staff and administrative officials may purchase a motorcycle decal for Twenty-five Dollars (\$25.00).
- l. All Graduate Teaching Assistants and graduate assistants who appear on the approved list from the Human Resources office and wish to operate a motor vehicle on the university campus will be issued required to purchase one (1) a student decal without charge for a motor vehicle registration fee of \$50 per year.
- m. No faculty member, staff employee, or student of the university may have more than two (2) vehicles registered at one time.
- n. No decal shall be displayed on any vehicle other than that vehicle to which it is registered.

- o. **Retired faculty and staff are eligible to be issued one Retired Faculty/Staff parking permit at no cost.**
- p. Vehicles rented, leased, or loaned to the university which do not have exempt license plates may be registered by employees in the department having control of the vehicle in addition to their personal vehicles. University vehicles and other government vehicles having official or exempt license plates need not be registered.
- q. Only vehicles upon which the special symbol, tab, or other device indicating disabled person, issued by the State of Texas or any other state, and being operated by or for the transportation of a disabled person, shall be allowed to park in spaces designated specifically for the physically handicapped. This does not negate the requirement of a university auto **vehicle** registration decal **or hang tag** for those persons connected with the university as students or employees. Texas Transportation Code Chapter 681, Privileged Parking, is in full force on the campus of Midwestern State University.
- r. The registration decal **or hang tag** does not assure anyone that parking spaces will be available at all times.

4. Required Display of University Decal or Hang Tag

- a. The **student or resident** decal must be permanently affixed to the outside left of the rear windshield. On two (2) wheel vehicles, the decal shall be affixed to the rear fender. Where these provisions are not possible because of vehicle design, arrangements shall be made with the University Police Department to place the decal in some convenient location mutually agreed upon by the owner and the Police Department on a semester by semester basis.
- b. Upon selling, trading, or otherwise changing ownership of a vehicle, the registration decal must be turned in to the University Police Department. This must be done before an additional vehicle can be registered. Duplicate registration decals may be purchased for a fee of Five dollars (\$5.00) providing that the voided decal is turned in to the University Police Department.
- c. Applications for the privilege of operating a motor vehicle on the campus each semester must be secured beginning with the registration for classes during that semester.
- d. Not displaying a decal will have a tolerance period at the beginning of each semester until the university's first (1st) class day after late registration. All other offenses are still enforceable during the "No Decal" tolerance period.
- e. **Faculty, staff members, and graduate teaching assistants MUST display the university parking hang tag in the front windshield of the vehicle when parked on campus.**

5. Moving Vehicle Regulations (SECTION NOT SHOWN; NO CHANGES RECOMMENDED)

6. Parking

- a. Where parallel parking is indicated, the vehicle must be parked with wheels on the side of the car parallel to and not more than one (1) foot from the curb. The position of the car with reference to the dividing line between adjacent spaces shall be such that the whole of the car is located within the boundaries of the parking space.
- b. In case of two-way streets upon which parking on both sides is permitted, a car must be parked with passenger side to the curb.
- c. Where diagonal or vertical parking is required, every vehicle must be placed within the boundaries of its space, ~~and MUST NOT BE BACKED INTO A SPACE.~~ **The front of a parked vehicle must be facing the forward most part of the designated**

parking space. It shall be considered a violation to back into a parking space or drive through a space making the front of the vehicle face outward from the front of the parking space. The parking decal on the lower left of the rear window MUST be visible to a police officer as he/she patrols. The restriction on being backed into a space shall not apply to motorcycles.

- d. It shall be a violation to park, stop, or stand a vehicle in a street, drive, or roadway in such a fashion as to obstruct or impede the normal flow of traffic.
- e. It shall be a violation to park or stand a vehicle adjacent and parallel to a legally parked vehicle (double parking).
- f. It shall be a violation to deface or alter a decal that is in force.
- g. It shall be a violation to park in any of the following places:
 - 1) Areas bordered in yellow except for purposes indicated
 - 2) On any lawn
 - 3) On any curb or sidewalk
 - 4) Any area bordered in red (no parking anytime)
 - 5) Within fifteen (15) feet of a fire hydrant.
 - 6) ~~On any space designed for loading and unloading purposes only~~
 - 7) In front of or in any service drive
 - 8) Any space marked "No Parking"
 - 9) In a student space (non-reserved with a reserved decal, or a reserved space with a student decal. NOTE: Exception to this will be between 5:00 p.m. and 7:00 a.m. daily and all day Saturdays, Sundays and holidays when a MSU registered vehicle may park in any space, except special reserved (i.e., President, Visitor, Wheelchair, etc., which are reserved at all times for purposes stated on sign).
- h. Parking in a Loading Zone - No person shall stop, stand, or park a vehicle for any purpose or length of time other than for the expeditious unloading and delivery or pickup and loading of materials or passengers in any place marked as a loading zone. In no case shall the stop for loading exceed thirty (30) minutes.
- i. It shall be a violation to park an inoperable motor vehicle on university property. An inoperable motor vehicle is one which has been wrecked, dismantled, or abandoned. The University Police may impound any inoperable motor vehicle seven (7) days after notification has been attached to the vehicle.
- j. Any commissioned Police Officer of the University Police Department is authorized to remove a vehicle from university property to the nearest garage or place of storage, under the circumstances hereinafter enumerated, at the owner's expense:
 - 1) When any vehicle is left unattended where such vehicle constitutes an obstruction to traffic.
 - 2) When any vehicle is illegally parked so as to block the entrance to any driveway, or block the free movement by pedestrians on any sidewalk.
 - 3) When any vehicle is illegally parked in a clearly marked fire zone or wheelchair handicapped space.
 - 4) When an officer arrests any person driving or in control of a vehicle for an alleged offense and the officer is, by law, required to take the person arrested before a magistrate immediately.

7. Penalty for Violations

Violations of campus traffic regulations will be processed in accordance with the following schedule of fees:

- a. Penalty for all parking violations shall be ~~Ten Dollars (\$10.00)~~ **Twenty Dollars (\$20.00)** first offense for all Class I violations; ~~Twenty Dollars (\$20.00)~~ **Forty Dollars (\$40.00)** for all Class II **and Class III** violations; and Fifty Dollars (\$50.00) third offense for all Class IV violations.
- b. The **first offense** penalty for failure to display registration decal shall be the registration fee for the appropriate decal.

- e. ~~The penalty for all Class III moving violations shall be Twenty Dollars (\$20.00).~~
- d. All fees are due within seventeen (17) calendar days from the date the citation was issued. An additional fee of Five Dollars (\$5.00) will be assessed for each citation if the fee is not paid within seventeen (17) days after the citation was written and issued. **in accordance with the MSU Business Office late fee policy.**
- e. The following procedures shall be followed by a person who receives notice of a **citation for** violation of university traffic **or criminal** regulations:
1. Report to University Police Office where the violation fee will be accepted.
 2. All traffic and parking fees are to be paid at the University Police Office between 8:00 a.m. and 5:00 p.m., weekdays only. These fees may also be submitted by mail provided that the University Police Department is contacted to determine the exact amount of the fee.
 3. Should The person charged not pay **with** the violation fee within the allotted ten (10) **should contact the University Police within seventeen (17)** calendar days period for parking violation **and either pay the ticket or file an appeal.**, the person charged will be mailed a notice that the ticket must be handled within seven (7) days from the date of the notice. A Two Dollar (\$2.00) late fee will be added, the right to contest the ticket forfeited and the late fee will not be waived after this extended date. Failure to comply with this notice **the payment or the appeal of the citation** constitutes reason for disciplinary action and a complaint may be filed in City or Justice of the Peace Court for the violation.
 4. ~~If the person charged is unable to pay the fee by the seventh (7th) day after the notice is mailed, he/she should report to the Police Department. A waiver of the late penalty fee may be considered if suitable arrangements are made before the late fee is added.~~
 5. Should a student wish to contest a ticket, he/she may appeal in writing to the Traffic Appeals Committee through the Dean of Student's Office within ten (10) **seventeen (17)** calendar days from the day the ticket was issued for moving **all** violations. ~~or within seven (7) calendar days after notice has been mailed for parking violations.~~ In the absence of the duly appointed, functioning Traffic Appeals Committee, the Vice President for University Advancement and Student Affairs, **and** Dean of Students and assistant Dean of Students shall serve as the appeals committee to hear the case.
 6. Should any member of the faculty or staff wish to contest a traffic citation, appeal in writing may be made to the Faculty/Staff Traffic Appeals Committee Chairperson within ten (4) **seventeen (17)** calendar days from the date the ticket was issued for moving violations, ~~or within seven (7) calendar days after notice being mailed for parking~~ **all** violations. A hearing shall be held at the convenience of the committee and the results shall be forwarded to the Police Department **and the faculty/staff member filing the appeal** within five (5) calendar days after the determination is rendered. The determination of the committee shall be final, except that the charge will be filed in the Justice or Municipal Courts should the cited person fail to follow the dictates of the Traffic Committee. The Traffic Committee shall consist of three (3) faculty members and three (3) staff members appointed by the President.
8. Exceptions - Emergency Vehicles (SECTION NOT SHOWN;NO CHANGES RECOMMENDED)
9. Definitions (SECTION NOT SHOWN;NO CHANGES RECOMMENDED)
10. General Information (SECTION NOT SHOWN;NO CHANGES RECOMMENDED)

D. Other Offenses

I. Rollerblading and Roller Skating

Due to safety concerns and to prevent possible damage to university or personal property, rollerblades and roller skates are prohibited from being operated in buildings, on the sidewalks, jogging track, porches, ramps, handrails or stairs of Midwestern State University.

4.188 Administration & Finance MOBILE COMMUNICATION DEVICES

Date Adopted/Most Recent Revision: 2/13/09 -- Effective 09/01/2009 -- 5/2009 - The implementation of this policy is postponed indefinitely pending clarification from the Internal Revenue Service.

(Please note that the wording of the text has been revised. Proposed changes in content (that is, substantive changes) appear in bold print and are underlined.)

A. Introduction and Purpose

The following policy establishes guidelines for the use of mobile communication devices in conducting university business.

B. Definitions

1. *Mobile Communication Device.* A mobile communication device shall be defined as a mobile telephone, e-mail appliance, wireless personal digital assistant (PDA), **internet access air card**, or a device performing two or more of these functions. Mobile telephones are broadly construed to include satellite telephones and devices employing CDMA, TDMA, GSM, and PCS digital technologies.
2. *Adequate Service.* A mobile communication device service shall be judged adequate if it is sufficiently fast and convenient and allows employees to conduct business in an efficient, secure manner that safeguards the integrity and security of sensitive data.
3. *Essential Personal Calls.* These shall be defined as infrequent personal calls of short duration that cannot be placed at an alternate time or from another telephone and which allow employees to continue working. Examples include calls made in response to family emergencies and calls to inform others of an unexpected delay in arrival because of a change in work or travel schedule.
4. *Authorization for Cellular Phone Stipends.* The president and the vice presidents shall review, and authorize as warranted, requests for stipends made by persons serving in their respective areas.
5. *Temporary Loan.* Employees not receiving a stipend who travel on university business may obtain a university-owned mobile communication device from Information Systems for the duration of the travel period. Employees must return the device **promptly during the first full working day after the conclusion of the travel period. Documentation will be required as outlined in Section H.**

C. Description

In general, the university will *not* contract for service plans for mobile communication devices permanently assigned to individual employees. Employees whose work demands frequent use of a mobile communication device may receive authorization for reimbursement of the initial cost of the device and/or authorization for a monthly stipend to provide for the cost of service. The amount of the stipend will be based upon the type of device being operated and the justification for its use.¹ The amount of the stipend may vary, therefore.

In some instances, the university may purchase mobile communication devices and assign them to various entities of the university, such as departments, offices, and laboratories. Individual employees or groups within these areas may be permitted temporary use of the mobile devices in performance of their jobs.

NOTE: Mobile communication devices may not be used as an alternative to conventional forms of communication, including land-lines, pagers, and radio devices, if conventional forms will provide adequate service at a cost lower than that of mobile communication devices.

D. Procedures

If the performance of their jobs necessitates that employees use of a mobile communication device, employees should complete a Mobile Communication Device Allowance Request Form (MCDA Request Form) and request authorization for a stipend (allowance) to reimburse them for the cost of a monthly service plan. An MCDA request may be made any time during the fiscal year. Employees who qualify will begin receiving their allowance after the elapse of the first full month following authorization of the stipend.

Employees receiving a stipend whose job or duties change are required to submit a new MCDA Request Form documenting the change in job or duties. Any time that employees make a change in their mobile communication device contract, they are required to complete a new MCDA Request Form and submit it to the appropriate administrative head.

A stipend does not constitute an increase in base pay and, therefore, will not be included in calculating percentage increases to base pay.

According to United States Internal Revenue Service policy, stipends for mobile communication devices are classified as taxable income, even if the device is required for employees to perform their jobs.

E. Use of Device

Employees are responsible for maintaining an active service contract on their communication device as long as they receive a stipend from the university. The device may be used for both personal and job-related purposes since employees purchase their mobile communication device and the IRS counts stipends as taxable income. Employees also may add services or features at their own expense.

NOTE: Use of these devices in any manner contrary to local, state, or federal law will constitute misuse and result in immediate termination of the stipend.

F. Documentation and Review Requirements

A copy of an employee's MCDA Request Form and service contract must be kept on file in the departments in which the employee serves. This information may be subject to an audit by MSU's Internal Audit or by state or federal auditors at any time. At the university's discretion, employees may be required to provide their supervisors and the MSU Business Office with documentation that their mobile communication device is still in their possession and still in service. (A page from the most recent bill or a credit card statement will suffice.)

Deans, directors, or department heads are responsible for conducting an annual review of employees in their respective areas who receive a stipend. The purpose of the review is to determine if the existing stipend should be continued, discontinued, or modified.

G. Fees for Contract Changes or Cancellations

If for any reason unrelated to transacting university business an employee's service contract is modified or terminated before the end of the service contract period, the employee shall be responsible for all fees associated with the change or termination. Employees, for example, who leave their positions at the university before their service contract expires and who do not wish to retain the communication device for their own personal use will be responsible for the cost of terminating their service contract.

In instances in which the university takes an action that leads an employee to terminate or modify his or her service contract before the end of the service contract period, the university shall bear costs associated with the cancellation or modification. If a supervisor,

for example, changes the duties of an employee such that a mobile communication device is no longer required and the employee chooses to cancel the service contract, the university will provide for the cost of terminating the service.

H. Alternative Procedures for Use of a Mobile Communication Device

1. Information Systems will own a limited number of mobile communication devices and provide for their monthly service costs. These will be available for short-term rental and short-term emergency use, such as during a disaster or recovery operation.
2. Mobile communication devices assigned to groups or those required to conduct research projects and charged to contract/grant budgets are available through Information Systems.

NOTE: In all cases in which the university purchases mobile communication devices and/or service plans for use by MSU employees, the use of these devices is restricted to official MSU business and essential personal calls. (The latter are defined in Section B. 3. above.)

Employees provided with a university-owned mobile communication device must take care to complete the following actions. Those receiving a monthly stipend for their communication device are exempt from the following requirements.

1. **Document all business and personal use of the device in accordance with the IRS regulations.**
 2. **Annotate monthly mobile communication bills by recording the name of each person who was called and the name of each incoming caller. Also indicate the nature of the call as it relates to university business. A call log is available for this purpose.**
 3. **Reimburse MSU monthly for any charges related to personal use of the device.**
- I. Requests for exceptions to the policy may be made by submitting a written request to the Vice President for Administration and Finance. All such requests require the signature of the vice president or provost in whose area the person serves or the president as applicable. The Business Office may require the employee to submit documents to substantiate the basis of the request. It may also consult with other university administrative offices on the matter.

STUDENT SERVICES
COMMITTEE

Student Services Committee

Membership

Charles Engelman, Chairman

Tiffany Burks

Lynwood Givens

Sam Sanchez

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

Reading and Approval of Minutes

11-111. The minutes of the Student Services Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-111.

Student Government Report

11-112. A representative of the MSU Student Government Association will update the board on recent activities.

UNIVERSITY DEVELOPMENT
COMMITTEE

University Development Committee

Membership

Jane Spears, Chair

Mike Bernhardt

Kenny Bryant

Tiffany Burks

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

Reading and Approval of Minutes

11-113. The minutes of the University Development Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-113.

Summary of Financial Support 9/1/10 – 4/15/11

11-114. This report is shown as Attachment 11-114 and is presented as information only.

Naming of University Facilities

11-115. In accordance with university policy the administration may make recommendations concerning the naming of university facilities.

UNIVERSITY DEVELOPMENT
COMMITTEE ATTACHMENT

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

	9/1/2010 10/8/2010	10/9/2010 1/14/2011	1/15/2011 4/15/2011	Total Year to Date
MSU General Support	\$57,460	\$200,788	\$280,837	\$539,085
West Foundation	\$49,533	\$0	\$0	\$49,533
Hardin Foundation	\$0	\$18,614	\$0	\$18,614
Contributions to MSU Endowments	\$0	\$15,482	\$1,000	\$16,482
Contributions to MSU Foundation	\$48,122	\$1,413,100	\$15,166	\$1,476,388
Contributions to MSU Charitable Trust	\$0	\$81,250	\$0	\$81,250
President's Excellence Circle 2010-2011	\$38,540	\$167,026	\$57,989	\$263,555
WF Museum of Art	\$2,600	\$11,550	\$10,299	\$24,449
Annual Fund	\$39,685	\$127,259	\$61,112	\$228,056
Alumni Association				
1,813 (2010-2011 membership)	\$10,325	\$5,810	\$585	\$16,720
(includes 569 lifetime members)				
Athletics				
Mustangs Athletic Club				
Cash	\$7,362	\$58,784	\$6,933	\$73,079
Corporate Sponsors				
Contributed Services	\$90,000	\$3,500	\$0	\$93,500
Cash	\$29,625	\$25,463	\$39,713	\$94,801
Other	\$28,566	\$60,508	\$2,360	\$91,434
Gifts in Kind	\$6,900	\$4,255	\$1,330	\$12,485
Fantasy of Lights	\$19,570	\$27,247	\$1,050	\$47,867
Scholarship Funds from Outside Sources	\$66,337	\$219,871	\$103,680	\$389,888
TOTAL	\$494,625	\$2,440,506	\$582,054	\$3,517,185

ATHLETICS COMMITTEE

Athletics Committee

Membership

Kenny Bryant, Chair

Mike Bernhardt

Shawn Hessing

Sam Sanchez

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

Reading and Approval of Minutes

11-116. The minutes of the Athletics Committee meeting February 10, 2011, are recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 11-116.

Addition of Women's Track

11-117. The administration recommends the addition of women's track to the team sport offerings at Midwestern State University effective with the fall 2011, with the understanding that no scholarships will be offered in 2011-12. No budget increase is anticipated with the addition of this sport.

Athletics Status Report

11-118. Information will be provided concerning the athletics program at Midwestern State University.

BOARD OF REGENTS
MEETING AGENDA

Board of Regents Meeting Agenda
May 13, 2011
9:00 a.m.

Board of Regents Membership:

Carol Carlson Gunn, Ph.D., Chair
Shawn G. Hessing, Vice Chairman
F. Lynwood Givens, Ph.D., Secretary
Michael Bernhardt
J. Kenneth Bryant
Tiffany Dawn Burks
Charles E. Engelman
Samuel M. Sanchez
Jane W. Spears
David Reyna, Student Regent

Meeting Location: MSU Campus – 3410 Taft Boulevard
J. S. Bridwell Board Room – Hardin Administration Building

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

Call to Order

Invocation

Introduction of Visitors

Opening Comments

Public Comment Period

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

Reading and Approval of Minutes

11-119. Minutes of the regular Board of Regents meeting February 10, 2011, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 11-119.

Reading and Approval of Minutes

11-120. Minutes of the regular Board of Regents meeting February 11, 2011, are recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 11-120.

Reading and Approval of Minutes

11-121. Minutes of the special Board of Regents meeting March 28, 2011, will be recommended for approval.

Executive Committee Consent Agenda, Items and Report

Finance and Audit Committee Consent Agenda, Items and Report

Investment Committee Consent Agenda, Items and Report

Personnel and Curriculum Committee Consent Agenda, Items and Report

Student Services Committee Consent Agenda, Items and Report

University Development Committee Consent Agenda, Items and Report

Athletics Committee Consent Agenda, Items and Report

Nominating Committee for Board Officers for the 2011-2012/2012-2013 Biennium

11-122. The special Nominating Committee appointed at the February Board meeting will make recommendations concerning the election of a Chairperson, Vice Chairperson, Secretary, and Member-at-Large of the Executive Committee of the Board of Regents for the upcoming biennium. The terms of office will begin September 1, 2011.

President's Report and Discussion

11-123. Information will be presented to the board concerning the following university matters.

A. Budget Update

B. Legislative Update

C. Construction Update

Deliberations about Real Property

11-124. The board may discuss the sale of property owned by the university at 2708 Hamilton Boulevard if necessary.

MINUTES

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Executive Committee
February 10, 2011**

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 1:37 p.m., Thursday, February 10, 2011. Executive Committee members in attendance were Dr. Carol Gunn, Chair; Mr. Shawn Hessing, Vice Chairman; 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 (via teleconference), Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman 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. Michael Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Katie Crosbie, reporter for KFDX-TV3.

Chair Gunn called the meeting to order at 1:37 p.m.

Reading and Approval of Minutes

11-46. The minutes of the Executive Committee meeting November 4, 2010, were approved as presented.

Clark Student Center (CSC) Electrical & Life Safety System Repairs/Texas Public Finance Authority Master Lease Program

11-47. Dr. Gunn reported that the Clark Student Center's sixty year old electrical equipment is subject to catastrophic failure at any time. Additionally, the western two-thirds of the building has a dry fire sprinkler system that has extensive wear and must be replaced. She noted that the administration was requesting board approval to engage in the Master Lease Program with the Texas Public Finance Authority (TPFA), subject to approval by

the Texas Bond Review Board, to finance an upgrade of the electrical and fire protection systems in the Clark Student Center at a cost not to exceed \$600,000, with a 10-year amortization plan to retire the debt. She noted that the source of funds would be the University Center Fee.

Dr. Rogers stated that this was an important project for the university. He added that if the project is approved by all necessary entities, work would begin in the summer of 2011 and the first payment on the debt would be in August 2012. Mr. Owen reported that the lifespan of the system is generally considered to be 25 to 30 years and this system has been in operation for 60 years. The transformer and the main electrical panels in the building must be replaced to avoid the possibility of a complete system failure. He added that the pipe in the dry sprinkler system, which is used in about two-thirds of the building, has corroded significantly and must be replaced. Mr. Owen displayed a sample section of corroded pipe.

Mr. Sandoval stated that the university has used the Master Lease program to finance several small equipment projects over the years. To qualify for the program, the Texas Bond Review Board would review the project to ensure the equipment would have a useful life of at least 20 years. He noted that the TPFA quotes a 5% rate for the lease, although the financing cost for this type of project is near 1.5% plus a 1% administrative fee. Mr. Sandoval indicated that the administration considered five and ten year amortization plans. The anticipated revenue generated from the increased fee (assuming approval of a \$20 per student increase) would be approximately \$175,000. A 10-year amortization plan for \$600,000 at 5% interest would require a payment of \$89,000 each year.

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

Mr. Hessing asked Mr. Sandoval to explain why a 5% interest rate was used for the amortization schedule if the actual rate of interest is 1.5% plus 1%. Mr. Sandoval responded that the Texas Bond Review Board and the Texas Public Finance Authority require estimates to be conservative, and thus use the 5% figure. Mr. Hessing asked if the administration had any reason to doubt that the interest and fee cost would be more than 2.5%. Mr. Sandoval responded that he did not. Mr. Hessing requested that Mr. Sandoval provide the board with a copy of the draft amortization schedule.

Mr. Hessing asked how the debt would be paid if the increased fee was not approved. Mr. Sandoval responded that the project must move forward regardless of whether the fee is approved. Dr. Rogers responded that the University Center Fee would be used to pay the debt with or without the increased fee. He added that without additional fee income, the administration would have to find other funds to subsidize the operation of the Clark Student Center. Mr. Hessing stated that when the board first discussed the proposed fee increase, the administration mentioned the electrical and fire safety issues, as well as the need for a new roof. He asked if there were any other CSC infrastructure items that the board should discuss. Dr. Farrell responded that the facility needs cosmetic work, but no

other major items at this time. Mr. Sandoval added that one of the reasons the administration recommended a 10-year amortization was to provide the administration more flexibility in CSC funding. He added that any excess proceeds from the fee, beyond debt service, would go against other issues in the facility. Mr. Hessing confirmed that the "must do" repairs for the CSC were the electrical system, the fire safety system, and the roof. Dr. Rogers affirmed this statement. Mr. Hessing asked Mr. Sandoval to provide the board with an analysis of the revenue and expenditures of the CSC (current and future).

Mr. Engelman asked if the corroded pipe would be replaced with the same type of steel pipe or if there was a coating that could be placed on the pipe to extend its usefulness. Mr. Owen responded that the problem with the system seemed to be caused by the lack of adequate drains in the system. He noted that drains would be added and procedures would be developed to ensure there is no water buildup in the pipes in the future. Mr. Engelman asked if it would be possible to salvage the current system by putting in additional drains. Mr. Owen indicated that he had initially thought it might be a possibility, but the pipes have random pinholes throughout. Mr. Sanchez asked if they would consider repairing the system if possible. Mr. Owen confirmed that the decision to repair or replace the system would be made during the design phase.

Ms. Spears asked what would happen if the electrical system stopped working. She also asked about insurance on the facility. Mr. Sandoval noted that the majority of university facilities are self-insured. Ms. Ferguson stated that the Clark Student Center is insured. Mr. Owen stated that if the system completely failed the building would have to be closed for several months while parts were ordered and installed.

Dr. Givens stated that if the fee increase is approved and the payment on the project is \$90,000, there should be additional funds. He asked how the funds would be used. Dr. Rogers noted that the current fee does not cover the cost of operating the student center. Ms. Maxwell added that the University Center Fee is waived for approximately 15% of the students and noted that money is taken from the university's fund balance each year to pay for the operation of the Center. Mr. Hessing asked Mr. Sandoval to also provide the board an analysis of how the funds from the fee increase would be utilized during the next ten years.

Following this discussion the motion was approved.

Easement - Oncor Electric Delivery Company LLC

11-48. Dr. Gunn reported that Oncor Electric Delivery Company LLC had approached the university requesting an easement. She added that the administration was not ready to recommend approval, but was requesting authorization for the board chair to work with the president and general counsel to finalize negotiations and sign an easement contract, if necessary, with Oncor.

Mr. Macha explained that Oncor had requested an easement behind the residences located at 2411, 2413, and 2415 Elmwood Circle N. He reported that these homes are

located south of Sikes Lake and are contiguous to the university's property. Oncor requested an easement to locate overhead and/or underground electric supply and communication facilities consisting of variable numbers of wires and cables, supporting structures, surface mounted equipment, and conduit to serve users on university property. He added that the easement would be for an area 10 ft. by 175 ft., and that the fair market value would range between \$1 and \$3 per square foot.

Mr. Macha asked if board members would prefer limiting the easement to underground cables, rather than allowing above-ground structures. Regents raised several questions, including what was included in an above ground item, how big could such an item be, how close are the houses to the university's property, and how was service currently provided by Oncor to these customers. Mr. Engelman indicated that he would support limiting the easement to underground only and foregoing any compensation. Ms. Spears supported Mr. Engelman's suggestion, but stated she would prefer also requesting compensation. Dr. Givens asked that Oncor provide a drawing of the plans for the area. He also suggested that the decision be postponed until May if possible.

Mr. Macha indicated that he would pursue the matter and place an item for additional consideration on the May board agenda.

Adjournment

There being no further business, the Executive Committee discussion concluded at 2:09 p.m.

Reviewed for submission:



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

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Finance and Audit Committee
February 10, 2011**

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 2:09 p.m., Thursday, February 10, 2011. 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 (via teleconference), Dr. Carol Gunn, Mr. Sam Sanchez, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman 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. Michael Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Katie Crosbie, reporter for KFDX-TV3.

Chairman Hessing called the meeting to order at 2:09 p.m.

Reading and Approval of Minutes

11-49. The minutes of the Finance and Audit Committee meeting November 4, 2010, were approved as presented.

Review and Acceptance of Financial Reports

11-50. Mr. Hessing noted that the administration recommended the Annual Financial Report (AFR) for the year ended August 31, 2010, as well as monthly financial reports for September, October, November, and December, 2010, for acceptance. He added that these reports were previously distributed to the board.

Mr. Sandoval noted that the AFR was submitted to the board in early December. A summary was included regarding the important issues contained in the report. He stated

that as of 8/31/10 the university's fiscal situation was stable and consistent. Current assets compared to current liabilities increased when compared to the previous year. Unrestricted net assets increased by \$1.9 million. Mr. Sandoval indicated that the state provided 32% of the university's funds in 09-10. He added that the working capital reserve totaled \$4.8 million at year end.

Mr. Sandoval reported that the university continued in favorable condition after the four months ended December 31, 2010. The university experienced growth in tuition and fee income of \$1.1 million, as well as a significant increase in the budget for housing during the first four months.

Mr. Engelman moved the board accept the reports as presented. Dr. Givens seconded the motion and it was approved.

Financial Report – 2708 Hamilton Boulevard

11-51. Mr. Hessing reported that the board previously asked Mr. Spencer and Mr. Macha to prepare a timeline and spreadsheet of costs and activities related to the property and residence located at 2708 Hamilton Boulevard. He noted that the report was recently forwarded to the board members for review. Mr. Hessing commended Mr. Macha and Mr. Spencer on their work on this report. He indicated that the report addressed all expenditures, including routine operations, repairs and renovations, and furnishings and accessories, as well as the processes that were followed during the last two years relative to this gift. Mr. Hessing stated that during the holidays Mr. Spencer received an inquiry from the state regarding this matter. Mr. Spencer sent a response to the inquiry in late January and has not received a response from the state. Mr. Hessing noted that the state's inquiry and Mr. Spencer's response were included in the report. He added that the board would be kept informed regarding any further inquiries received from the state.

Regional Training Simulation Center Budget

11-52. Mr. Hessing reported that at the November, 2010, meeting, the Board of Regents authorized increasing the Simulation Center budget for FY 2011 by \$60,000. He noted that at that time it was intended that course fees would be applied to budgeted instructional costs and the released funds would be used for the budget increase. During the special board meeting in late November, the course fee increases were delayed until fall, 2011, requiring that a different source of funds be identified. Mr. Hessing presented the administration's recommendation that the \$60,000 increase be allocated from unanticipated mineral income. The administration further recommended that the \$10,500 previously transferred from designated tuition to the simulation center account be returned to its source.

Dr. Rogers reported that in 2004 the university was given mineral rights on 96 acres in Reeves County as part of the estate of Homer C. Donohoo, Jr. The income was designated to benefit the nursing and music programs. He noted that the funds received since 2004 have been quite small. However, the university recently received an offer to lease the land, resulting in new funding that can be used to support the nursing program. Dr. Rogers stated that Mr. Sandoval and Mr. Macha have reviewed the offer and it

appears consistent with rates paid in that area of Texas. He added that this would be a one-time payment that could be used to pay for this budget increase.

Mr. Hessing asked if this was a lease of the land. Dr. Rogers responded that it was and that the university is not selling its mineral rights. Mr. Macha added that the funds would represent a lease bonus. He added that in addition to the bonus, the university would also receive royalty payments. Dr. Rogers stated that the contract had not yet been signed, but should be finalized soon.

Ms. Spears moved approval of the administration's recommendation as presented. Mr. Engelman seconded the motion.

Dr. Givens asked about the term of the lease. Mr. Sandoval responded that it is a three year term contract with a two year option.

There being no further discussion, the motion was approved.

FY 2010-2011 Items \$50,000 & Under Approved by President

11-53. Mr. Hessing reported that the list of budget changes was shown in the agenda document for ratification. He asked Dr. Rogers to comment on these items.

Dr. Rogers noted that revenue from the new fee to support academic support services was used to finalize furnishings for the Academic Support Center. He reported that the renovation of McCullough Hall had gone very well and he encouraged board members to visit the center at their convenience. He noted that the second item on the list was funding for the simulation center. Action taken in the previous item authorized returning these funds to its source.

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

Review of Personnel Reports and Salary/Title/Position Changes in 2010-2011 Budget Approved per Board Authorization

11-54. Mr. Hessing noted that the report of personnel changes in October, November, and December, 2010, was presented for information in the agenda document. Additionally, salary, title, and position changes approved by the president were presented for ratification. Mr. Hessing asked Dr. Rogers to comment on these personnel changes.

Dr. Rogers reported that the university received a Student Support Services grant from the Department of Education. The grant included funding for a new position. The second item was a salary increase for a counselor upon receiving a professional license.

Dr. Rogers asked Dr. Farrell to comment on the third item relating to the funding of the Coordinator of University Gifts position. Dr. Farrell stated that when Anne Opperman retired, her position was not immediately filled. The majority of Ms. Opperman's duties were distributed to various individuals within the university and it was determined that a

position was necessary to accept and deposit gifts received by the university. Dr. Rogers added that the university saved a considerable amount of money through this reorganization.

Mr. Engelman moved the board ratify these position changes as presented. Ms. Spears seconded the motion and it was approved.

Budget Discussion/Appropriations Reductions/Tuition and Fee Review and Proposed Increases

11-55. Mr. Hessing noted that the state leadership had requested another budget reduction during the current fiscal year. He asked Dr. Rogers to review the materials provided concerning this item.

Dr. Rogers presented a report on general revenue reductions, with comparisons to proposed House and Senate appropriations (see Attachment 1). Dr. Rogers pointed out that in comparing the appropriation MSU received at the beginning of the current biennium to the proposed House budget for the upcoming biennium there is a general revenue reduction of over 20%. He noted that these are the most dramatic reductions he has experienced during his academic career. He stated that reductions of this magnitude would change higher education in Texas. The worksheet also included a comparison with the Senate version of the appropriations bills. He added that the Senate bill contains more funding than the House bill.

Dr. Rogers noted that MSU's original general revenue appropriation for the current biennium was \$39,879,421. The university was first asked to make a 5% reduction in appropriated funds for the biennium. He reminded the board that this reduction was made in 2009-2010 and 2010-2011 through freezing positions and reducing travel and operating funds. He stated that the university has now been asked to make an additional 2.5% reduction of the current year's appropriation. With these reductions, MSU's general revenue appropriation for the biennium has been reduced to \$37,689,000. Dr. Rogers added that the actual reductions were greater than the figures shown because of the loss in fringe benefit funding when employees are not paid from appropriated funds. The sheet indicated that the House appropriations bill would provide general revenue of \$32,282,000 during the next biennium, a reduction of \$7.597 million since the beginning of the current biennium. He added that performance incentive funding is not included in either the House or Senate version of the base bill. If not funded, this would result in the loss of an additional \$800,000 in funding the university has received in the current biennium.

Dr. Rogers explained a draft worksheet related to the university's budget planning (see Attachment 2). He noted that the top section dealt with possible or known new revenues in the current and the next two fiscal years. The worksheet listed various savings that were anticipated in the upcoming years. Dr. Rogers stated that the worksheet also indicated planned savings as a result of a hiring freeze. He noted that each open position is reviewed thoroughly by the vice presidents and the president to determine if the position should be filled. He added that the longer a position remains open, the more money the university can save. Mr. Hessing suggested that hiring restriction was a better

term than hiring freeze, because some of the positions will be filled. Dr. Rogers stated that the worksheet indicated the planned reductions for the current fiscal year.

In reviewing the FY 2012 budget Dr. Rogers commented on various concerns. He noted that the state deregulated designated tuition in 2003 as a tool for moving the cost of operating universities from state general revenue appropriations to tuition and fees. He stated that while MSU had used this flexibility quite reasonably over the years, the university could not continue to increase tuition and fees by 5% each year without new income from the state of Texas. The draft worksheet included funds that would be generated by a 5% increase; however, that amount of increase may not be recommended. He stated that the administration was not ready to recommend a tuition and fee amount for the upcoming year.

Mr. Hessing noted that the worksheet indicated an enrollment base of 6,300 students. He asked what the enrollment was in the fall, 2010. Mr. Sandoval responded that it was 6,426. Mr. Hessing stated that the estimate was conservative.

Mr. Sanchez commented that the administration is anticipating an increase in enrollment during the next two years while there is a hiring restriction. He asked if the administration would review the programs that were at capacity and take that information into account as hiring decisions were made. Dr. Rogers responded that because growth or decline is not uniform throughout the campus, hiring decisions would be determined based on the needs of each specific area of the university.

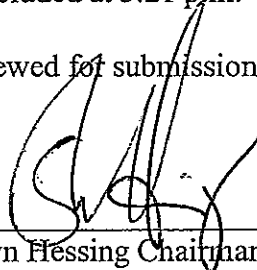
Dr. Givens asked about the number of employees at Midwestern State. Ms. Weakley responded that the university has 680 benefit-eligible employees and a total of 1,300 employees if student employees and adjunct faculty are included. Dr. Givens questioned the hiring freeze savings number and noted that the number looked low and out of proportion to the number of employees. Dr. Rogers indicated that the final number would be much higher. Dr. Givens commented that he would like to see a better balance between tuition increases and cost savings.

Dr. Rogers stated that a special board meeting would likely be scheduled during the third week in March to discuss tuition and fees for the upcoming year.

Adjournment

The Finance and Audit Committee discussion concluded at 3:21 p.m.

Reviewed for submission:



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

ATTACHMENTS:

1. Comparison – MSU Appropriation to House and Senate Base Bills
2. Budget Planning Worksheet - Draft

Midwestern State University
General Revenue Appropriation Reductions
Compared to HB1 and SB1
February 10, 2011

	Total 10-11	10-11 Funding w/5% Reduction	10-11 Funding w/2.5% Reduction	12-13 Funding HB 1	Difference 10-11 Appro to HB 1
General Revenue Fund					
Biennial Appropriation	\$ 39,861,421	\$ 38,117,627	\$ 37,672,537	\$ 32,268,401	\$ 7,593,020
	\$18,000	\$17,100	\$16,875	\$14,000	\$ 4,000
GR Dedicated - Mineral Fund					
Total, GR and Mineral Fund	\$39,879,421	\$38,134,727	\$37,689,412	\$32,282,401	\$ 7,597,020
Reduction		\$1,744,694 4.37%	\$445,315 1.17%	\$5,407,011 14.35%	\$7,597,020 19.05%

	Total 10-11	10-11 Funding w/5% Reduction	10-11 Funding w/2.5% Reduction	12-13 Funding SB 1	Difference 10-11 Appro to SB 1
General Revenue Fund					
Biennial Appropriation	\$ 39,861,421	\$ 38,117,627	\$ 37,672,537	\$ 33,600,507	\$ 6,260,914
	\$18,000	\$17,100	\$16,875	\$14,000	\$ 4,000
GR Dedicated - Mineral Fund					
Total, GR and Mineral Fund	\$39,879,421	\$38,134,727	\$37,689,412	\$33,614,507	\$ 6,264,914
Reduction		\$1,744,694 4.37%	\$445,315 1.17%	\$4,074,905 10.81%	\$6,264,914 15.71%

Additional loss of \$831,704 over biennium in performance incentive funding

5% and 2.5% Reduction figures do not include lost fringe benefit funding estimated at \$437,000

DRAFT

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
<u>Additions (New Revenue and Other Sources)</u>			
Tuition & Fees Using 6,300 Enrollment (FY 2012 increase not to exceed 5%)		1,550,000	1,800,000
Estimated Increase of 1% in Enrollment	150,000	150,000	150,000
Approved Course Fee Increases - Beginning Fall 2011		120,000	150,000
Anticipated Additional Income from MSU Foundation and MSU Charitable Trust		32,300	32,300
Anticipated Additional Income from MSU Endowment Fund		150,000	200,000
Mineral Interest Bonus	73,200		
Outside sources for scholarships		23,781	23,781
Other Revenue Enhancements/Savings			
Hiring Freeze	250,000	150,000	150,000
Cost Savings (reduce M&O and travel, and other savings identified by cost savings committees)	188,525	898,479	1,125,479
Review waivers and facility rental income	0	202,000	227,000
<u>Reductions (Other Expenses or Reductions):</u>			
Reductions in State Appropriations FY 2011 2.5% (including lost fringe benefit funding)	(540,000)		
Reductions in State Appropriations Estimated @ 15%		(3,000,000)	(3,000,000)
General Counsel Position Upgrade to Full-time	(43,000)	(60,000)	(60,000)
Sims Center (building maint., custodial, utilities, etc.)	(60,000)	(80,000)	(100,000)
Debt Service Payment - D.L. Ligon Phase II		(119,755)	(118,655)
Reduce Dependence on Reserves		(698,256)	(698,256)
Without using any reserves - Anticipated \$ Needs	18,725	(681,451)	(118,351)

Note: Reductions in M&O means those funds can be used to augment deficient designated funds, which includes non-E&G areas (Auxiliaries, student service funds, etc.) where those funds will be used for that deficiency.

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
Investment Committee
February 10, 2011**

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 3:21 p.m., Thursday, February 10, 2011. Investment Committee members in attendance were Mr. Charles Engelman, Chairman; Mr. Mike Bernhardt; Mr. Kenny Bryant; and Dr. Carol Gunn. Other regents attending the meeting were Mrs. Tiffany Burks (via teleconference), Dr. Lynwood Givens, Mr. Shawn Hessing, Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman 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. Michael Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Katie Crosbie, reporter for KFDX-TV3.

Chairman Engelman called the meeting to order at 3:21 p.m.

Reading and Approval of Minutes

11-56 & 57. The minutes of the Investment Committee meetings November 4, 2010 and January 13, 2011 were approved as presented.

Review and Acceptance of Investment Report

11-58. Mr. Engelman reported that the first quarter 2011 investment report was previously distributed to the board and was presented for acceptance. Mr. Sandoval noted that a portion of the report includes the funds that are held as operating funds. The university is restricted as to how these particular funds can be invested and the resulting return on these funds was 1.05%. He stated that the \$5.3 million in university endowment funds that are held at American National Bank is rebounding. The university did not draw money from these funds in the current year, but the administration is optimistic that earnings may be expected for the upcoming year. He stated that the next quarterly report would provide better information regarding the investment of the Redwine Funds.

Mr. Bryant asked about the status of the monthly reports on the Redwine Fund investments. Mr. Sandoval responded that the January reports had not yet been received but would be forwarded to the committee members as soon as they were received.

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

Adjournment

The Investment Committee discussion concluded at 3:29 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
February 10, 2011

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, February 10, 2011. Personnel and Curriculum Committee members in attendance were Dr. Lynwood Givens, Chairman; Mrs. Tiffany Burks (via teleconference); 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 David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Mr. Michael Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Katie Crosbie, reporter for KFDX-TV3.

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

Reading and Approval of Minutes

11-59. The minutes of the Personnel and Curriculum Committee meeting November 4, 2010, were approved as presented.

Faculty Senate Report

11-60. Dr. James Owen, MSU Faculty Senate Chairman, reported to the board as shown in Attachment 1.

Staff Senate Report

11-61. Mr. Chris Gore, chairman of the MSU Staff Senate presented the following information:

- A. Since the regents last met, the Staff Senate issued a statement affirming its support and confidence in Dr. Jesse Rogers as MSU President.

- B. Given the state's budgetary concerns, the Staff Senate appreciates every attempt to avoid employee furloughs, layoffs, and terminations being made by the administration and the Board of Regents.
- C. Staff members have served on various committees reviewing cost cutting initiatives and have freely volunteered suggestions and recommendations. Mr. Gore credited Dr. Rogers and his administration for creating an environment where all ideas can be presented without fear of repercussion.
- D. Mr. Gore stated that the Staff Senate asks that the lines of clear and direct communication remain open to avoid a sky is falling mentality.

Enrollment Report – Spring 2011

- 11-62. Dr. Givens noted that the enrollment report would not be finalized until early the next week as a result of the recent ice storms that caused the university to be closed for several days. He added that students have been given a few extra days to pay their balances in order to continue with their spring courses. Dr. Givens asked Dr. Clark to provide preliminary information. Dr. Clark stated that spring 2010 showed a record enrollment of 6,056 and preliminary numbers have indicated that a new record would be reached in 2011.

Low Producing Degree Programs

- 11-63. Dr. Givens reported that the Texas Higher Education Coordinating Board (THECB) has developed new guidelines for monitoring low-producing academic degree programs. MSU will receive its first official list of programs to be reviewed in late February and must respond to THECB no later than June 1. He asked Dr. White to provide additional information concerning this matter.

Dr. White noted that the minimum standards for low-producing degree programs were shown in the agenda. She stated that new academic programs are exempt from consideration because it takes time to build a new program. When the official list is distributed, the administration will review any identified low-producing programs as they relate to the mission of the institution. If any of the programs are in the STEM (science, technology, engineering and mathematics) fields, the university may consider putting additional effort into growing the program. The administration will look at whether the programs support other majors on campus and if the upper division classes are minimally enrolled. The administration may recommend closing some programs or may ask for an exception if deemed necessary.

Dr. Givens asked about the physics program and Dr. White responded that it is vulnerable. Dr. White noted that since physics is an important course for other majors, it was generally understood that an exception would be given. However, a few weeks ago THECB personnel stated that unless the program's upper division courses have strong enrollments, THECB would likely not approve exceptions in the future. She added that if THECB determined MSU could no longer offer a major in physics, the administration would likely move the current major to a minor. Dr. Rogers reported that the university

recently received a private gift specifically for equipment and scholarships for the physics program. This type of support would be viewed positively by THECB.

Dr. Rogers noted that additional information would be provided in the future.

MSU Policies and Procedures Manual Changes

11-64. Dr. Givens stated that one policy change was recommended for board approval, relating to Policy 4.138, Key Authorization. He noted that this item dealt with the return of keys by exiting adjunct faculty and temporary staff. The recommended wording changes were intended to address security and re-keying responsibilities. Mr. Sanchez moved approval of this item as presented. Ms. Burks seconded the motion.

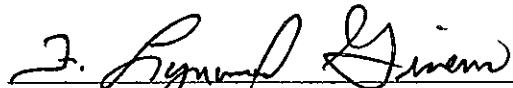
Mr. Sanchez asked if there were plans to eventually move to a key card system. Mr. Dye responded that a number of exterior doors currently use key cards. Dr. Farrell added that the residence halls have gone to a key card system. Mr. Sandoval noted that it was a cost driven issue.

The motion was approved.

Adjournment

There being no further business, the Personnel and Curriculum Committee discussion concluded at 3:48 p.m.

Reviewed for submission:



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

ATTACHMENT:

1. Faculty Senate Report



Midwestern State University Faculty Senate

10 FEB 11 Board of Regents Report

- Budget issues remain a major source of anxiety among the MSU faculty and within the MSU Faculty Senate. In response to a request for improved financial transparency, the Senate adopted a resolution during its December 2010 meeting recommending increased faculty participation in university budget preparation, master plan development, and allocation of university financial resources. Steps to address this recommendation have been taken by Dr. Rogers, with the activation of the University's Budget Oversight Committee and the addition of one faculty representative such that the committee now includes three faculty members, all of whom are to be selected by the Faculty Senate.
- The Faculty Senate has adopted a motion recommending that MSU "develop a specific anti-bullying policy" and suggesting some specific topics to be addressed. This motion was proposed by the College of Health Sciences and Human Services in response to an incident that occurred within their student population during 2010 and for which they felt unprepared to address based on their understanding of university policies as they existed at the time of the incident. The specific incident has been resolved through the Division of Student Affairs and the College. However, some additional education with respect to bullying may be appropriate for the MSU faculty, particularly as it relates to incident identification, reporting requirements, and possible victim support.
- Issues related to the end-of-term course evaluation form have surfaced and essentially been resolved by the inclusion of additional evaluation opportunities for students on the reverse side of the form. Senators and other faculty members have expressed appreciation for receiving report summaries of the Fall 2010 evaluations before the beginning of the Spring 2011 term. This affords an opportunity to consider adjustments as a part of the new term class plans.

Copies of MSU Faculty Senate minutes are available for your review on the MSU homepage, at <http://faculty.mwsu.edu/senate/minutes.asp>.

Respectfully,

Jim Owen, MSU Faculty Senate Chair

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Student Services Committee
February 10, 2011**

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 4:08 p.m., Thursday, February 10, 2011. Student Services Committee members in attendance were Mr. Charles Engelman, Chairman; Mrs. Tiffany Burks (via teleconference); 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 David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Public Information and Marketing Assistant; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman, editor, and Mr. Chris Collins, managing editor, of *The Wichitan*.

Chairman Engelman called the meeting to order at 4:08 p.m.

Reading and Approval of Minutes

11-65. The minutes of the Student Services Committee meeting November 4, 2010, were approved as presented.

Student Government Report

11-66. Student Government President Chris Stolarzyk reported that the students have been busy working on various committees and updating the constitution and by-laws. He noted that students were glad to be back to school following the snow days.

Housing Rates

11-67. Mr. Engelman stated that proposed housing rates for 2011-12 were presented in the agenda. He asked Dr. Farrell to comment on the recommended rates. Dr. Farrell noted that the administration has worked to keep increases in residence life and dining services under five percent. Each year the administration reviews rates charged by other universities and within the local housing market. He indicated that he was pleased to recommend increases at the three percent level. He noted that the recommended increase

for the Honor's House was 3.6% to be certain the rate for the eight students living in the house covers the cost of the facility. Mr. Engelman added that he had looked at facilities offered at the University of Texas at Austin and Texas A&M University, and MSU's facilities compare very favorably.

Ms. Burks moved approval of the housing rates as presented; Mr. Sanchez seconded the motion and it was approved.

Dining Service Rates

11-68. Mr. Engelman reported that proposed dining rates for summer 2011, fall 2011, and spring 2012 were presented in the agenda. Dr. Farrell noted that Aramark originally requested a 10% rate increase, but worked with the administration as the increase was negotiated to approximately three percent.

Mr. Sanchez moved approval of the dining service rates as presented. Dr. Givens seconded the motion and it was approved.

Adjournment

The Student Services Committee discussion concluded at 4:19 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
February 10, 2011**

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 4:19 p.m., Thursday, February 10, 2011. University Development Committee members in attendance were Ms. Jane Spears, Chair; Mr. Mike Bernhardt; Mr. Kenny Bryant; and Mrs. Tiffany Burks (via teleconference). Other regents attending the meeting were Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Shawn Hessing, Mr. Sam Sanchez, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Public Information and Marketing Assistant; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman, editor, and Mr. Chris Collins, managing editor, of *The Wichitan*.

Chair Spears called the meeting to order at 4:19 p.m.

Reading and Approval of Minutes

11-69. The minutes of the University Development Committee meeting November 4, 2010, were approved as presented.

Summary of Financial Support 9/1/10 – 1/14/11

11-70. This report was shown in the agenda as information only. Ms. Spears noted some of the gifts received since the last board meeting.

- A. A gift of \$50,000 was received from Mr. and Mrs. Ralph O. Harvey III to support the Juanita and Ralph Harvey School of Visual Arts and the Juanita Harvey Art Gallery.
- B. A gift of \$40,000 was received from the Kirk Edwards Foundation for the Kirk Edwards Foundation Scholarship. The scholarship benefits students from Clay County.

- C. A gift of \$31,250 was received from Mr. and Mrs. Munir Lalani to support the Lalani Center for Entrepreneurship.
- D. A gift of \$25,000 was received from Mike Haggerty for the Mike Haggerty Athletic Fund to support athletic programs.
- E. A gift of \$25,000 was received from Mr. and Mrs. Jim McCoy for the men's and women's tennis programs.
- F. A gift of \$25,000 was received from Max R. Vordenbaum for the Graham and Martha Ball Boys and Girls Scholarship. This scholarship benefits past and current members of the Boys and Girls Club who are students at MSU.
- G. A gift of \$12,000 was received from American National Bank for the American National Bank scholarship. The scholarship will benefit students from Wichita County.

Ms. Spears noted that gifts received during the current fiscal year total \$2.9 million. She added that a list of names and addresses of major donors this quarter was included in each regent's folder and she encouraged the members to write thank you notes.

Adjournment

The University Development Committee discussion concluded at 4:24 p.m.

Reviewed for submission:



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

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Athletics Committee
February 10, 2011**

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 4:24 p.m., Thursday, February 10, 2011. 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 (via teleconference), Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*.

Chairman Bryant called the meeting to order at 4:24 p.m.

Reading and Approval of Minutes

11-71. The minutes of the Athletics Committee meeting November 4, 2010, were approved as presented.

Possible Future Expansion of Women's Sports

11-72. Mr. Bryant reported that the women's cross country program has been a successful sports offering for Midwestern State University, with ten student athletes currently participating in the program. He added that there had been interest in possibly expanding the program to include women's track. He noted that it is anticipated that between 12 and 14 new student athletes would participate in a track program. He asked Dr. Rogers to discuss this matter with the board.

Dr. Rogers noted that the university has an outstanding cross country coach and program. Coach Koby Styles is qualified to coach an expanded program that would include track. The added cost of the program would be additional scholarships, travel, and supplies.

While 12 new students would bring additional student enrollment and, therefore, revenue to the university, an investment of funds would have to be made to get the program underway. He stated that at one time he was prepared to recommend to the board the addition of this program. However, given the dramatic reductions the university is facing, he did not believe this was the time to recommend investing in the expansion of the program. He added that this is something the administration would like to pursue as soon as it is fiscally feasible.

Mr. Carr stated that cross country is a fall sport and track is a spring sport. When Coach Styles recruits a distance runner, she is well prepared to run cross country in the fall as well as distance during the spring track season. Coach Styles believes he can start a track program with walk-on students. Additionally, a donor has expressed interest in contributing to the track program when it is initiated.

Mr. Hessing asked what it would cost to add women's track. Dr. Rogers responded that the estimated travel and supply costs total \$8,500 and the estimated cost of scholarships totals \$56,000. Mr. Carr added that the program could be started without any scholarships, which would reduce the cost of the program significantly.

Mr. Bernhardt asked if at some point in the future the administration could provide information to the board regarding the university's vision for the athletics program in the next three to five years, including plans for additional sports. Dr. Rogers indicated that he would.

Athletics Status Report

11-73. Mr. Charlie Carr, Director of Athletics, presented the following information.

A. The fall grade point averages earned by students participating in all sports included

Women's Tennis	3.13	Men's Soccer	2.70
Men's Tennis	3.53	Women's Basketball	2.79
Cross Country	3.29	Men's Basketball	2.30
Volleyball	3.29	Women's Golf	3.06
Softball	3.24	Men's Golf	2.67
Women's Soccer	2.98	Football	1.89

Mr. Carr indicated that this is an area the athletics staff continues to work on.

B. All of the fall sports participated in some type of post-season play, including men's soccer competing in the final four, cross country qualifying for nationals and finishing 18th in the country, and the men's football team playing in the Kanza Bowl in Topeka, Kansas.

C. Saturday, September 17, the MSU football team will play Texas A&M Commerce in the new Dallas Cowboy's Stadium. The games following will be Abilene Christian

University vs. Northern Alabama University and West Texas A&M University vs. Texas A&M Kingsville. The cost of an adult ticket for all three games is \$25.

- D. MSU is currently ranked 18 out of 270 schools in the country in the NCAA Director's Cup. He added that while MSU's spring sports are very competitive, the spring is traditionally the weakest for MSU because of the low number of spring sports offered through our athletics program.
- E. A reunion of former basketball athletes is scheduled for February 12 and February 23 will be "Cram the Coliseum" night.
- F. Various donors have contributed money to help with team travel during the year. The softball, golf, and tennis teams have benefited from this support.

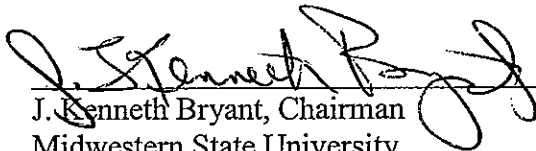
Mr. Sanchez asked if the conference conversations had evolved in any direction. Mr. Carr stated that everyone in the conference would like to add another school but no decision has been made at this time.

Mr. Bryant commented that Coach Scott Linn took the men's tennis team to Sam Houston Elementary School where the team played tennis with the children from the school. He noted that he had heard very positive comments concerning the coach and the student athletes.

Adjournment

There being no further business, the Athletics Committee discussion concluded at 4:55 p.m.

Reviewed for submission:


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

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

February 10, 2011

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, February 10, 2011. Regents in attendance were Dr. Carol Gunn, Chair; Mr. Shawn Hessing, Vice Chairman; Dr. Lynwood Givens, Secretary; Mr. Mike Bernhardt; Mr. Kenny Bryant; Mr. Charles Engelman; Mr. Sam Sanchez; Ms. Jane Spears; and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; 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. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Dr. Jim Owen, Chairman 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. Michael Dye, Director of Information Systems; Ms. Cassie Slaybaugh, Director of Institutional Research, Planning, and Assessment; Ms. Julie Gaynor, Public Information and Marketing Assistant; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, President of the MSU Student Government Association, and Mr. David Peris, Student Government Observer. Representing the news media were Ms. Brittany Norman and Mr. Chris Collins, editor and managing editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Katie Crosbie, reporter for KFDX-TV3.

Chair Gunn called the meeting to order at 1:32 p.m. and Ms. Gaynor introduced the guests.

Opening Comments

Dr. Gunn welcomed everyone to the meeting. She noted that Mrs. Burks was not present at the university but would join the meeting in progress via teleconference.

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.

Resolutions

11-43. Dr. Gunn reported that no resolutions would be presented and no action was required.

Deliberations Regarding Gifts and Donations

11-44. Dr. Gunn noted that the administration had requested that this item be removed from the agenda at this time.

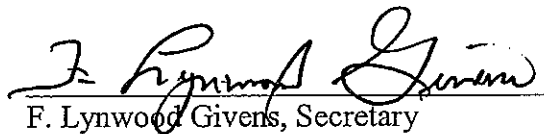
Deliberations about Real Property – 2708 Hamilton Boulevard

11-45. Dr. Gunn asked Mr. Macha to provide an update on the sale of the property. Mr. Macha reported that the university sponsored an open house for local realtors on January 11. He noted that approximately 40 individuals attended and received information on the property. He stated while there had been interest, he did not have any offers to bring to the board at this time.

Adjournment

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

Reviewed for submission:

A handwritten signature in dark ink, appearing to read "F. Lynwood Givens", is written over a horizontal line.

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

**MINUTES
BOARD OF REGENTS
MIDWESTERN STATE UNIVERSITY**

February 11, 2011

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, February 11, 2011. Regents in attendance were Dr. Carol Carlson Gunn, Chair; Mr. Shawn Hessing, Vice Chairman; Dr. Lynwood Givens, Secretary; Mr. Mike Bernhardt; Mr. Kenny Bryant; Ms. Tiffany Burks (via teleconference); Mr. Charles Engelman; Mr. Sam Sanchez; Ms. Jane Spears; and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Gail Ferguson, Controller; Dr. Jim Owen, Chairman 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. Representing the student body were Student Government Association President Chris Stolarzyk and Student Observer David Peris. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chair Gunn called the meeting to order at 9:02 a.m. Ms. Barrow presented the invocation and Ms. Ashlock 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

11-74, 75, 76, and 77. Minutes of the regular and special Board of Regents meetings November 4, 5, 15, and 29, 2010, were approved as presented.

Executive Committee Report

Dr. Gunn noted the item presented at the Executive Committee meeting for committee approval and the item discussed with no action taken. Information concerning these items may be found in the minutes of the Executive Committee meeting held February 10, 2011.

Item Presented for Committee Approval Only

11-46. Committee Minutes, 11/4/10 – approved by Committee as presented.

Item Discussed/No Action Taken

11-48. Easement – Oncor Electric Delivery Company LLC

Executive Committee Consent Agenda

Dr. Gunn recommended the following item approved by the Executive Committee and placed on the Consent Agenda for consideration by the board.

11-47. Clark Student Center Electrical & Life Safety System Repairs/Texas Public Finance Authority Master Lease Program - authorized the administration to engage in the Master Lease Program with the Texas Public Finance Authority, subject to approval by the Texas Bond Review Board, to finance an upgrade of the electrical and fire protection systems at the Clark Student Center at a cost not to exceed \$600,000, with a 10-year amortization plan to retire the debt. The source of funds would be the University Center Fee.

Dr. Gunn asked if any member wanted to remove this item from the Consent Agenda. There being none, Mr. Bernhardt seconded Dr. Gunn's motion and it 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 February 10, 2011.

Item Presented for Committee Approval Only

11-49. Committee Minutes, 11/4/10 – approved by Committee as presented.

Items Presented for Information Only

11-51. Financial Report – 2708 Hamilton Boulevard

11-55. Budget Discussion/Appropriations Reductions/Tuition and Fee Review and Proposed Increases

Finance and Audit Committee Consent Agenda

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

11-50. Review and Acceptance of Financial Reports – accepted the August, 2010, Annual Financial Report, as well as monthly financial reports for September through December, 2010.

11-52. Regional Training Simulation Center Budget – approved a change in the source of funding for the \$60,000 addition to the budget, with the new source being unanticipated mineral income. Also authorized that \$10,500 previously added to the budget from Designated Tuition be returned to its source.

11-53. FY 2010-2011 Items \$50,000 & Under Approved by President – ratified changes as presented.

- 11-54. Review of Personnel Reports and Salary/Title/Position Changes in 2010-2011 Budget – ratified the changes as presented.

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

Investment Committee Report

Mr. Bernhardt 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 February 10, 2011.

Items Presented for Committee Approval Only

- 11-56. Committee Minutes, 11/4/10 – approved by Committee as presented.

- 11-57. Committee Minutes, 1/13/11 – approved by Committee as presented.

Investment Committee Consent Agenda

Mr. Bernhardt recommended the following item approved by the Investment Committee and placed on the Consent Agenda for consideration by the board.

- 11-58. Review and Acceptance of Investment Report – accepted the first quarter 2011 Investment Report.

Dr. Gunn asked if any member wanted to remove this item from the Consent Agenda. There being none, Dr. Givens seconded Mr. Bernhardt'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. Information concerning these items can be found in the minutes of the Personnel and Curriculum Committee Meeting held February 10, 2011.

Item Presented for Committee Approval Only

- 11-59. Committee Minutes, 11/4/10 – approved by Committee as presented.

Items Presented for Information Only

- 11-60. Faculty Report

- 11-61. Staff Report

- 11-62. Enrollment Report – Spring 2011

- 11-63. Low-Producing Degree Programs

Personnel and Curriculum Committee Consent Agenda

Dr. Givens recommended the following item approved by the Personnel and Curriculum Committee and placed on the Consent Agenda for consideration by the board.

- 11-64. *MSU Policies and Procedures Manual* Changes – approved changes to Policy 4.138 (Key Authorization) as presented.

Dr. Gunn asked if any member wanted to remove this item 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.

Student Services Committee Report

Mr. Sanchez noted the items presented at the Student Services Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Student Services Committee Meeting held February 10, 2011.

Item Presented for Committee Approval Only

- 11-65. Committee Minutes, 11/4/10 – approved by Committee as presented.

Item Presented for Information Only

- 11-66. Student Government Report

Student Services Committee Consent Agenda

Mr. Sanchez recommended the following items approved by the Student Services Committee and placed on the Consent Agenda for consideration by the board.

- 11-67. Housing Rates – approved rates as presented.

- 11-68. Dining Service Rates – approved rates as presented.

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

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 February 10, 2011.

Item Presented for Committee Approval Only

- 11-69. Committee Minutes, 11/4/10 – approved by Committee as presented.

Item Presented for Information Only

- 11-70. Summary of Financial Support - 9/1/10 – 1/14/11

Ms. Spears noted that two gifts were omitted from the report that was presented to the committee on Thursday. The funds were included in the total, but they deserve individual mention. The university received an anonymous gift of \$200,000 to provide scholarships for students in the College of Science and Mathematics and a \$100,000 gift was given by Mr. and Mrs. Jim McCoy for scholarships and laboratory equipment to enhance the MSU physics department.

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 February 10, 2011.

Item Presented for Committee Approval Only

11-71. Committee Minutes, 11/4/10 – approved by Committee as presented.

Items Presented for Information Only

11-72. Possible Future Expansion of Women's Sports

11-73. Athletics Status Report

Other Business

Nominating Committee for Board Officers for the 2011-2012/2012-2013 Biennium

11-78. Dr. Gunn asked Mr. Bernhardt, Mr. Sanchez, and Ms. Spears to serve on this committee, with Mr. Bernhardt serving as chair. She asked that the committee present their report and recommendations to the board in May.

Deliberations Regarding Gifts and Donations

11-79. This item was removed from the agenda.

Deliberations about Real Property

11-80. This item was removed from the agenda.

Naming of University Facilities

11-81. This item was removed from the agenda.

President's Report and Discussion

11-83. Dr. Rogers presented the following information.

- A. Construction Project Update – Dr. Rogers noted that deferred maintenance is a concern at MSU and the majority of college campuses throughout the United States. MSU is becoming one of the older universities in the state and work and planning is ongoing to refit campus facilities so that they can be best utilized by students and faculty. He provided information regarding various building projects.

- 1. Ligon Phase II – five of the locker rooms are 60% complete, the corridor ceiling re-installation is complete, the Don Flatt Gym asbestos abatement has been

accomplished, and concessions, restrooms, doors, windows, and electrical infrastructure will be bid in March.

2. Softball Locker Room and Batting Facility – work is in progress and should be completed by mid-March.
3. McCullough Renovation – this facility is complete and houses the Academic Support Center.
4. Wichita Falls Museum of Art – the renovation of galleries and work on the offices and board room are complete.
5. Dillard Investment Lab – the Dillard Family donated \$1 million for various projects and professorships in the Dillard College of Business Administration. One of the projects was the establishment of an investment course and the related investment laboratory. The gift also provided a corpus of funds that MSU students will use to make investments as part of this course. The architectural, electrical, and network modifications to the laboratory are 95% complete.
6. Louis J. Rodriguez Drive Lighting Enhancements – the design is complete for lights to be installed in the area between Christ Academy and Sundance Court. An RFP will soon be issued.
7. Bolin HVAC Indoor Air Quality Issues – this is an ongoing project. Duct cleaning was accomplished during Christmas break and additional work is planned.
8. McGaha Renovation – modifications have been made to this building to accommodate the Student Support Services program and the Upward Bound program. These programs are federally funded and provide services for at-risk students.
9. Bridwell HVAC/Humidity Issues – a great deal of work has been accomplished in addressing the humidity issues in this facility.
10. Sikes House – exterior painting and soffit repair began in September and will resume when the weather and workload permit.

Dr. Rogers stated that Mr. Owen and the men and women in his area do a great deal of work in maintaining the quality of the campus.

- B. Legislative Update – Dr. Rogers asked Ms. Barrow to comment on the legislative process. She noted that Dr. Rogers would appear before the Senate Finance Committee the following week. The House Appropriations Committee hearing should be scheduled soon. MSU's Student Fee Bill was filed Thursday. Dr. Rogers recently met with local legislators (Senator Estes, Rep. Lyne, and Rep. Hardcastle) and their staff members. At this time in the session almost 2,000 have been filed and 200 are being tracked as they relate in some way to MSU operations. Topics of filed bills include limiting tuition increases, eliminating the set-aside portion of designated tuition, and allowing individuals to carry hand guns on campus. Ms. Barrow reported

that the Legislature is hosting its first undergraduate research day at the capitol and MSU will be represented by two students.

Dr. Rogers thanked Ms. Barrow for her work in Austin. He noted that she had arranged for him to meet with Rep. Jim Pitts, Chairman of the House Appropriations Committee.

Executive Session

Dr. Gunn announced that the board would go into executive session at 9:32 a.m. to discuss item 11-82 (University President's Annual Performance, Compensation and Contract Review), as allowed by Texas Government Code Chapter 551, Section 551.074, Personnel Matters. The board members participated in the entire executive session. Dr. Rogers returned for the last 20 minutes of the closed session.

Open Session

At 10:10 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.

University President's Annual Performance/Compensation and Contract Review

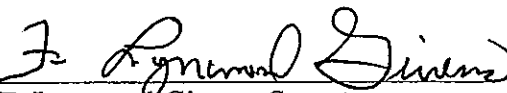
11-82. The board unanimously reaffirmed Dr. Rogers' contract. Dr. Rogers thanked the board for their support. Dr. Gunn added her thanks to Dr. Rogers for everything he has done for the university.

Dr. White asked to make a comment concerning Dr. Rogers. She noted that Dr. Rogers is one of two people in her life that have transformed her in her professional career. She noted that he is a teacher and a mentor.

Adjournment

Dr. Gunn encouraged the regents to visit the Regional Training Simulation Center Open House between 11 a.m. and 1 p.m. She announced that the next regularly scheduled meetings of the Board of Regents would be Thursday and Friday, May 12 and 13, 2011. There being no further business, the meeting was adjourned at 10:15 a.m.

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 February 11, 2010.


F. Lynwood Givens, Secretary