

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Executive Committee
August 4, 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 2:07 p.m., Thursday, August 4, 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, Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Dr. Rodney Cate, Interim Dean of the College of Science and Mathematics; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Stephen Shelley, Director of Purchasing; Mr. Michael Mills, Director of Housing and Residence Life; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting was Mr. Peter Isaac, Assistant Project Manager with Brailsford and Dunlavey. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media were Mr. Chris Collins, editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Melissa Foy, KFDX-TV III.

Chair Gunn called the meeting to order at 2:07 p.m.

Reading and Approval of Minutes

11-126 & 127. The minutes of the Executive Committee meetings May 12 and July 20, 2011, were approved as presented. A copy of the minutes of the July 20, 2011 meeting is shown as Attachment 1.

Housing and Residence Life Market Study

11-128. Dr. Gunn reported that the administration and a representative from Brailsford and Dunlavey would present information concerning demand for additional student housing. Dr. Rogers stated that Midwestern State University is becoming a younger and more residential campus. He noted that each time the university has built new residence halls and increased the number of available beds, enrollment has increased. He added that

studies have shown that students who live on campus are retained and graduate at a higher rate than those who do not.

Dr. Lamb reported that he began work at MSU in 1999 as Director of Housing. At that time, MSU housing provided 750 beds on campus and was oversubscribed each year. Sunwatcher Village opened in 2003 with an additional 336 beds. The new development was immediately full. Sundance Court opened in 2009 and by fall, 2010, housing was again oversubscribed at 103%. As the administration and board looked to the possibility of additional housing, the administration contacted a nationally recognized firm, Brailsford and Dunlavey, to study the university's housing system. They were asked to review the facilities, the demand, and the overall operation. Dr. Lamb added that when housing is added next to the MSU campus, the university will exceed the Carnegie requirement to be listed as a primarily residential institution. MSU is currently missing that designation by one percentage point. Dr. Lamb introduced Michael Mills, Director of Housing and Residence Life at MSU, and Peter Isaac, Assistant Project Manager with Brailsford and Dunlavey.

Mr. Isaac stated that his firm works with colleges and universities throughout the United States to help them plan and develop quality of life facilities. He noted that he was very impressed with Midwestern State University, the facilities and people. Mr. Isaac reviewed the Housing Feasibility and Planning report (see Attachment 2). He reported that the current housing system supports itself financially and is a positive contributor to the university. He noted that his firm was asked to address the latent housing demand and to determine what rental rates would be necessary to support the cost of a new housing development. In analyzing the data, the firm found that there is demand for an additional 300-350 beds on campus. He added that additional beds would address the current constraints for housing the freshman class. With this plan, Pierce Hall and Killingsworth Hall would provide primarily freshmen housing. The proposed new development would provide 340 affordable, semi-suite beds. The development would be of institutional quality at a cost of approximately \$15.7 million or \$46,000 per bed. The proposed facility would also include administrative space for Housing and Residence Life offices. Mr. Isaac reported that their analysis indicated that the rates that could be charged for this facility would support a \$12 million project, resulting in a gap of \$3.7 million necessary to build such a facility. He added that the opportunity to develop housing must be reviewed within the context of what kind of support is available to close the funding gap either through private contributions or an alternate delivery method. Dr. Farrell noted that the Housing and Residence Life offices are located currently in an academic building. The academic component needs the space and the administration recommends placing the housing offices within a student housing facility.

Mr. Bryant asked what alternate delivery methods could be considered. Mr. Isaac responded that three options were available. The option used for Sunwatcher Village was a public/private partnership. In this option, the university provides the land and a private company develops the land and housing. The company owns the facility and master leases it to the university. These types of projects are generally stick build,

which is wood construction. Dr. Rogers commented that there had been much discussion as to whether or not a project such as this would be reflected on the institution's balance sheet. Mr. Isaac noted that Moody's recently produced a white paper discussing this topic. They reported that the determining factor is whether the university would step in and save the project if the property failed. This factor is generally driven largely by location. If the housing facility is in a primary location on campus, the project would likely be reflected on the balance sheet. He added that his firm does not generally recommend such a strategy because of the loss of control and loss of financial benefit by the university. Mr. Isaac noted that the two other building options are Design/Build and Construction Manager (CM) at Risk. With Design/Build the university develops a plan and bids out the plan so that an architect and contractor work together to satisfy the plan. The university has control of the project during the planning process, before the project is bid. With the CM at Risk, the university holds the contract with the architect and the contractor separately, resulting in the university having more control throughout the process. He noted that his firm has seen that Design/Build prices are typically lower than CM at Risk.

Mr. Sanchez asked if new construction was the only consideration recommended. Mr. Isaac responded that the university's housing system is in good condition. He noted that Pierce and Killingsworth have recently been renovated while McCullough-Trigg is financially successful and is not in need of renovation. He added that Marchman Hall has been closed for a number of years. However, with only 28 beds it is not large enough to warrant refurbishing. Mr. Sanchez asked if there was a recommended location for the proposed facility. Dr. Lamb responded that the administration continues to look at a number of possible location options and was not ready to make a recommendation in this regard.

Dr. Gunn stated that the administration was requesting authorization to proceed with planning for additional housing on the MSU campus, to include site and finance studies, and a Request for Qualifications (RFQ) for architect selection. Mr. Engelman moved approval of this item. Mr. Hessing seconded the motion.

Mr. Engelman asked if study areas would be included within the proposed facility. Mr. Isaac responded that the plan included floor lounges and study lounges on every floor, as well as community rooms throughout the building.

Mr. Sanchez asked how they determined the demand for housing. Mr. Isaac responded that they used a process called demand-based programming. He noted that they began with a survey of students. The results were then filtered to conservatively project demand. The process eliminated students currently living off campus who are not paying enough on a monthly basis to support campus rental rates. He stated that they also used an Occupancy Coverage Ratio, another set of filters that provide a cushion of 10-30%. Dr. Lamb noted that through the research it became apparent that a number of sophomores, juniors, and seniors are price sensitive and are remaining in freshmen housing rather than moving to the apartment-style housing. This project would be priced to attract the upper-level students and would thus open up the freshmen housing.

Mr. Engelman asked about the size of the rooms. Mr. Isaac responded that the rooms are approximately 450 square feet. Mr. Bernhardt asked about the timeframe for building new housing. Mr. Owen stated that two years would be a good estimate.

Mr. Sanchez asked if the administration anticipated that the new housing would be immediately filled or if there would be additional capacity. Dr. Farrell stated his opinion that by the time a new facility opened it would be time to talk again about building additional housing. Mr. Isaac added that the plan includes single occupancy bedrooms large enough that a second bed could be added. This would provide 60 additional beds within the facility if necessary.

Ms. Aguilera asked if the administration anticipated an enrollment increase as a result of the additional housing. Dr. Rogers noted that in the past, enrollment has increased incrementally owing to new campus housing. He added that whether or not enrollment increased, it is important for the university to become a residential campus. Mr. Isaac stated that his firm believes this to be a low-risk option. He stated that the project would be successful with or without enrollment growth.

There being no further discussion, the motion was approved.

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

11-129.Dr. Gunn noted that this item was removed from the agenda. Dr. Rogers stated that recommendations would be presented at the November meeting of the board.

Naming of Facility

11-130.Dr. Gunn reported that this item dealt with the renaming and repurposing of the facility known as the Honors House, as presented in the agenda. Dr. Lamb noted that the home at 4014 Taft Boulevard had been used as a residential environment for the Honors Program for the last nine years. The Honors Program has outgrown the home and the residential aspect of the program will move to McCullough-Trigg Hall in the fall. The home is being released back to Housing and Residence Life and it was recommended that the facility be used as a Fraternity Commons, a name that is used a great deal on the east coast. The facility would be used in a fashion similar to Fain Hall. It would not be a residential home, but chapters would be able to rent space for chapter rooms. Three fraternities have indicated that they would like to rent space in the house. This action would hopefully increase the presence of men's Greek letter organizations on campus.

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

Proceeds from Sale of Property

11-131.Dr. Gunn reported that property at 2708 Hamilton Boulevard was sold in late June. In determining how to best utilize the proceeds from the sale of the property the board and administration wanted to appropriately honor the Harvey family and their most generous

gift to the university. The administration recommended the following with regard to the proceeds from the sale of university property at 2708 Hamilton Boulevard.

- 1) That an amount totaling \$182,269.77 be returned to university deferred maintenance funds;
- 2) that the remaining funds be used to establish a quasi-endowment fund to be named the Frank and Nancy Harvey Student Development Fund;
- 3) that ninety-three percent of the earnings from this fund be transferred to a board restricted account to be used for student development efforts at Midwestern State University, to include the funding of scholarships, at the discretion of the president;
- 4) that seven percent of the earnings from this fund be retained in the quasi-endowment fund; and
- 5) that the president submit an annual report to the Board of Regents in November of each year concerning the use of these funds during the previous fiscal year.

Dr. Rogers reported that the university realized \$929,240 from the sale of the property. He noted that this recommendation included returning funds to the university that were expended for infrastructure repair and the upkeep of the home. He stated that these funds would be returned to the university's deferred maintenance fund and would be used for campus projects. The remaining funds, approximately \$750,000, would be used to establish a quasi-endowment fund to be named the Frank and Nancy Harvey Student Development Fund. He noted that student development would include everything from need and merit-based scholarships to student activities, such as the UGROW student research program, the ecology field trip program to Belize and Panama, and other study abroad and development opportunities.

Dr. Givens moved approval of this recommendation as presented. Mr. Hessing seconded the motion and it was approved. Dr. Gunn stated that this significant gift would benefit Midwestern State University and its students for years to come.

Adjournment

The Executive Committee discussion concluded at 2:58 p.m.

Reviewed for submission:



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

ATTACHMENTS:

1. Minutes – Executive Committee Meeting, July 20, 2011
2. Housing Presentation

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
EXECUTIVE COMMITTEE**

July 20, 2011

The Executive Committee of the Board of Regents, Midwestern State University, met in special session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:30 p.m., Wednesday, July 20, 2011. The committee member in attendance at the university was Mr. Charles Engelman. Committee members attending the meeting via teleconference connection were Mr. Shawn Hessing, Vice Chairman, and Dr. Lynwood Givens, Secretary. Dr. Carol Gunn, Chair, was traveling and unable to participate.

Administrative staff members present at the meeting 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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Barry Macha, General Counsel; Mr. David Spencer, Internal Auditor; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting was Mr. Rik Fowler, ESA Energy Systems Associates.

Acting Chairman Hessing called the meeting to order at 2:32 p.m. and Ms. Gaynor introduced the visitors.

Public Comment

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

Control and Efficiency Upgrade Project Contracts

11-01/EX. Mr. Hessing reported that in May the board authorized the Executive Committee to approve contracts for this project at a total value not to exceed \$3.72 million. He asked Dr. Rogers and Mr. Owen to present information regarding this project.

Dr. Rogers noted that the recommended project was smaller than originally anticipated. He reported that Mr. Owen prepared a detailed presentation that was previously forwarded to the committee for review (see Attachment 1). He indicated that Kyle would present summary information and would be available to answer any questions board members might have.

Dr. Rogers stated that Mr. Engelman had asked about the LED lighting portion of the project, and specifically questioned whether it should be included given the 22 year payback. He noted that if this portion of the project was removed at this time it would require a new Energy Assessment Report and the delay would likely mean that the project could not be completed within the necessary timeframe. He added his concern that mixing LED lighting and other lighting is not as acceptable and indicated that he would ask that the project proceed as presented. Mr. Hessing stated

that in addition to the payback, the LED lights would also improve the aesthetics of the campus. Dr. Rogers agreed.

Dr. Rogers noted that Dr. Givens had asked about the contingency fund of \$250,000. He stated that this is 10% of the project cost and that Mr. Owen is comfortable with the amount. He added that the Redwine and Ligon projects experienced only three and five percent overages.

Dr. Rogers stated that Dr. Givens also asked about reporting. He responded that the State Energy Conservation Office (SECO) requires Annual Savings Reports for four years. The administration will forward these reports to the board and will continue the reporting as long as the board deems necessary.

Mr. Owen asked the board to refer to the summary table at the end of the presentation. He noted that the table listed the Energy Conservation Measures (ECMs), the latest estimate of cost, and the actual bids received. He noted that the scope of ECM 1 was reduced during the design phase. He stated that with further analysis it became apparent that the option of having modular heating in different buildings did not provide the necessary payback and it was eliminated. That change substantially reduced the cost of the project. Mr. Owen reported that Airco was the low bidder on a number of the ECMs. He stated that the company had worked on the MSU campus for many years and has a good record. With regard to the control system portion of the project, Mr. Owen noted that MSU started using Andover for its control systems in the 1990's. He stated that the Andover equipment is versatile, operator friendly, and uses parts that can be obtained locally. He added that Andover is on state contract and by selecting them the university receives pre-negotiated state contract pricing. Mr. Owen reported that the total project cost would be \$2,499,110.

Mr. Hessing presented the administration's recommendation as follows:

- issue a purchase order to Airco for Energy Conservation Measures (ECM) 1, 2, 3, 4a, and 4b,
- issue a purchase order to AOC for ECM 1's abatement requirements,
- issue a purchase order to Entech (Andover rep) for ECMs 5 and 6, and
- issue a purchase order to Southwest Test & Balance for test and balance services.

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

Mr. Hessing noted that the board had discussed this project during the last year. He indicated that the project was originally estimated to cost \$2.8 million, the estimate increased to \$3.7 million, and the final bid came in at \$2.5 million. He asked Mr. Owen if this project included what was needed at MSU. Mr. Owen responded that the project will benefit the university and includes the important components. He added that change in the pricing dealt primarily with the low-mass boilers and putting hot water in only five building. Once the additional analysis was complete, it became clear that it wasn't feasible for this project.

Mr. Hessing asked if maintenance costs would be increased, reduced, or stay the same when the project was complete. Mr. Owen responded that maintenance costs would certainly be less, particularly on the steam system. Mr. Hessing asked if that was factored into the cost savings. Mr. Owen responded that it was not. He added that a number of items will be removed from the university's deferred maintenance list upon conclusion of the project. He stated that the work would have a one-year warranty, further reducing maintenance costs.

Mr. Engelman reported that he visited with Kyle on Monday and also spoke briefly with Mr. Morris prior to the meeting. He stated that he was going to vote for the project, but that his concern was whether the project was going to pay for itself. He noted that while LED lights last a long time, the reliability of the boards they are connected to is uncertain. He expressed concern that there will be additional maintenance costs related to the LED lighting portion of the project. He added his belief that the overall project is good. Mr. Hessing stated that he also had concerns about the payback. However, factoring in the benefit of saved maintenance costs and the aesthetics, he was comfortable with the project.

Dr. Givens thanked Kyle and the team for putting the documentation together. He thought the report was good and answered a lot of questions. He stated that he like the project, although he questioned whether the projected energy savings would be achieved. He indicated that when the report on the savings is put together, he wanted it to be straightforward, regardless of the results.

Dr. Givens indicated that he was concerned about cost overruns and asked if the committee should approve an additional \$100,000 or \$150,000 for the contingency fund. Mr. Hessing commented that he preferred approving the contract as presented and noted that if the work exceeded 10% he would want to know the cause. Dr. Givens stated that he did not want to put Mr. Owen into a position where he could not succeed. Mr. Owen indicated that he felt the 10% amount was a healthy contingency and he was comfortable with that amount. He stated that if the project exceeded this amount he would want the board to be aware of the situation and approve the overage. Mr. Sandoval noted that SECO would likely not approve an increase to the contract and loan amount.

There being no further discussion, the motion was approved.

Adjournment

The Executive Committee discussion concluded at 3:00 p.m.

Reviewed for submission:



Shawn Hessing, Acting Chairman
Midwestern State University
Board of Regents Executive Committee

Attachment:

1. Project Power Point Presentation

Control and Efficiency Upgrade Project – SECO Loan
Agenda

- Scope & bid review for each Energy Conservation Measure (ECM)
- Summary table
- Recommendations
- Questions

Control and Efficiency Upgrade Project – SECO Loan

ECM #1, Steam System Mods

<u>EAR* DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none">• Condensate distribution system repair• Abate all piping• Re-insulate all piping• Low-mass boilers• Modular hot water boilers in 5 buildings	\$1,454,351
3/14/11	<ul style="list-style-type: none">• Same as 12/19/10• More conservative estimate	\$1,685,953
6/23/11	<ul style="list-style-type: none">• Condensate distribution system repair• Minor abatement• Overwrap existing insulation	\$577,677

* EAR = Energy Assessment Report to the SECO

Control and Efficiency Upgrade Project – SECO Loan

ECM #1, Steam System Mods Bids

<u>VENDOR</u>	<u>BID</u>	<u>6/23/11 ESTIMATE</u>
Airco	\$503,599	\$577,677
Haggerty	\$612,231	
Plus Abatement:	\$15,995	
• Consult/monitor	\$6,120	
• Removal:		
○ AOC	\$9,875	
○ ATMS	\$11,237	
○ EDRS	\$11,450	

Control and Efficiency Upgrade Project – SECO Loan

ECM #2, Optimize Chill Water Pumping

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none"> • Install chill water bypass piping for each building's pump • Demo pumps, electrical 	\$42,570
3/14/11	<ul style="list-style-type: none"> • Same as 12/19/10 	\$42,570
6/23/11	<ul style="list-style-type: none"> • Leave pumps in place, provide isolation only (added isolation valves, flanges, insulation) 	\$52,000

Control and Efficiency Upgrade Project – SECO Loan

ECM #2, Optimize Chill Water Pumping Bids

<u>VENDOR</u>	<u>BID</u>	<u>6/23/11 ESTIMATE</u>
Airco	\$68,200	\$52,000
Haggerty	\$122,380	

Control and Efficiency Upgrade Project – SECO Loan

ECM #3, Dorm Valve Conversion

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none"> • Turn off 2 valves in each room of 2 dorms • Install variable drive on KW/Pierce chill water pump 	\$13,350
3/14/11	<ul style="list-style-type: none"> • Same as 12/19/10 	\$13,350
6/23/11	<ul style="list-style-type: none"> • Same as 12/19/10 • More conservative estimate 	\$18,195

Control and Efficiency Upgrade Project – SECO Loan

ECM #3, Dorm Valve Conversion Bids

<u>VENDOR</u>	<u>BID</u>	<u>6/23/11 ESTIMATE</u>
Airco	\$13,463	\$18,195
Haggerty	\$22,756	

Control and Efficiency Upgrade Project – SECO Loan

ECM #4a, Dorm De-Lamping

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none"> Remove 2 lamps from each corridor fixture in 2 dorms Replace ballasts in same fixtures 	\$15,420
3/14/11	<ul style="list-style-type: none"> Remove 2 lamps from each corridor fixture in 2 dorms ONLY 	\$4,710
6/23/11	<ul style="list-style-type: none"> Same as 3/14/11 Added 29 fixtures to total 	\$5,165

Control and Efficiency Upgrade Project – SECO Loan

ECM #4a, Dorm De-Lamping Bids

<u>VENDOR</u>	<u>BID</u>	<u>6/23/11 ESTIMATE</u>
Airco	\$9,646	\$5,165
Haggerty	\$10,010	

Control and Efficiency Upgrade Project – SECO Loan

ECM #4b, Exterior LED Retrofit

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	• Not in original scope	\$0
3/14/11	• Replace roadway light fixtures with LEDs (125)	\$147,000
6/23/11	• Same as 3/14/11, except 119 fixtures	\$140,000

Control and Efficiency Upgrade Project – SECO Loan

ECM #4b, Exterior LED Retrofit Bids

<u>VENDOR</u>	<u>BID</u>	<u>6/23/11 ESTIMATE</u>
Airco	\$125,080	\$140,000
Haggerty	\$129,800	

Control and Efficiency Upgrade Project – SECO Loan

Control Systems Definitions

- Open Protocol:
 - Parts manufactured by one company can operate using controls made by a different company.
 - Software mods performed at Central Plant instead of only at building.
- Backward Compatible:
 - New controls equipment can use old files/software.
- Retro-Commission:
 - Systematic process of ensuring all building systems perform in accordance with the design documentation.

Control and Efficiency Upgrade Project – SECO Loan

MSU's Control Systems Overview

- Andover first install at MSU on Fantasy of Lights in the 1990's
 - Controls 39% of campus
 - Benefits include:
 - ☐ Open protocol
 - ☐ Parts are repairable
 - ☐ New installations are backward compatible
 - ☐ During communication failures, system easily changed to manual operation
 - Slightly (10%-15%) higher up front costs
 - Reduced pricing available through pre-negotiated state contracts (BuyBoard)

Control and Efficiency Upgrade Project – SECO Loan

MSU's Control Systems Overview

- Trane installed on campus in 2004
 - Not open protocol
 - Not backward compatible
 - Primary system parts now obsolete
 - Slow communication
 - Performance of system not sufficient for MSU's needs
 - Usage decreased from 64% in '04 to 48% in '11
- Johnson Controls install at Martin & Ligon in 2009
 - Performance only slightly improved over Trane

Andover is recommended as best value for MSU based on its performance history at MSU, versatility, and life cycle costs.

Control and Efficiency Upgrade Project – SECO Loan

ECM #5, Control System Replacement

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none">• Replace 3 control systems with 1• Retro-commission each building's controls	\$1,067,975
3/14/11	<ul style="list-style-type: none">• Same as 12/19/10	\$1,067,975
6/23/11	<ul style="list-style-type: none">• Same as 12/19/10• Updated state contract pricing from supplier• ~\$30k for test and balance NOT in price	\$1,102,022

Control and Efficiency Upgrade Project – SECO Loan

ECM #6, Irrigation System Control

<u>EAR DATE</u>	<u>SCOPE</u>	<u>ESTIMATE</u>
12/19/10	<ul style="list-style-type: none">• Not in original scope	\$0
3/14/11	<ul style="list-style-type: none">• Install 57 irrigation controllers	\$17,100
6/23/11	<ul style="list-style-type: none">• Install 158 irrigation controllers• Updated state contract pricing from supplier	\$55,136

Control and Efficiency Upgrade Project – SECO Loan

Summary Table

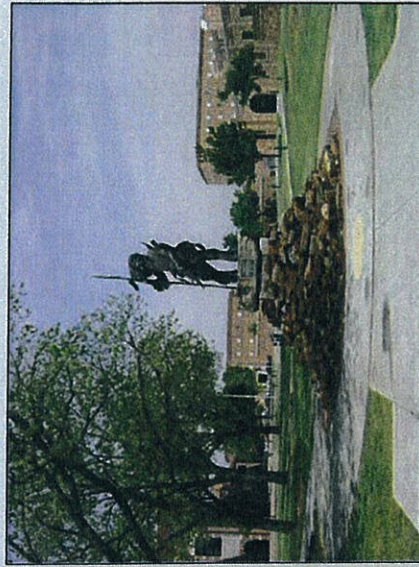
<u>ECM #</u>	<u>SCOPE</u>	<u>6/23/11 ESTIMATE</u>	<u>7/14/11 BID</u>
1	Steam System Mods (including abatement)	\$577,677	\$519,594
2	Optimize CW Pumping	\$52,000	\$68,200
3	Dorm Valve Conversion	\$18,195	\$13,463
4a	Dorm De-lamping	\$5,165	\$9,646
4b	Exterior LED Retrofit	\$140,000	\$125,080
5	Control System Replacement (including T&B)	\$1,102,022	\$1,102,052
6	Irrigation System Control	\$55,136	\$55,136
	Contingency	\$250,000	\$250,000
	Design (8.5%)	\$116,766	\$160,920
	Measurement & Verification	<u>\$195,019</u>	<u>\$195,019</u>
	Total:	\$2,511,980	\$2,499,110

Control and Efficiency Upgrade Project – SECO Loan

Recommendations

- Issue a PO to Airco for ECMs 1, 2, 3, 4a, and 4b.
- Issue a PO to AOC for ECM 1's abatement requirements.
- Issue a PO to Entech (Andover rep) for ECMs 5 and 6.
- Issue a PO to Southwest Test & Balance for test and balance services (<\$30k).

August 4, 2011



MIDWESTERN STATE UNIVERSITY

HOUSING FEASIBILITY & PLANNING



MSU HOUSING PLANNING

RECENT UNIVERSITY SUCCESS

- Enrollment Growth
- National Recognition for Education Affordability
- General Institution Brand Enhancement
 - Recruitment and Retention
- Providing the “College Experience”
- Increase in Financial Strength of Residential System
- Moving toward Residential Campus Designation

MSU HOUSING PLANNING STRATEGIC OBJECTIVES

1. Address Latent Housing Demand

- Housing Type
- Number of Beds

2. Analyze Cost / Rental Rate Structure for New Development



MSU HOUSING PLANNING

SNAP SHOT OF FINDINGS

Key Findings

- Latent demand for 300-350 on-campus beds
- Opportunity exists for development of new, affordable housing

Current Challenges

- Current limitations on bed supply, specifically for freshmen
- Upperclass students are moving to the off-campus market

Opportunity

- New housing should address both freshmen and upperclass challenges

MSU HOUSING PLANNING DEMAND

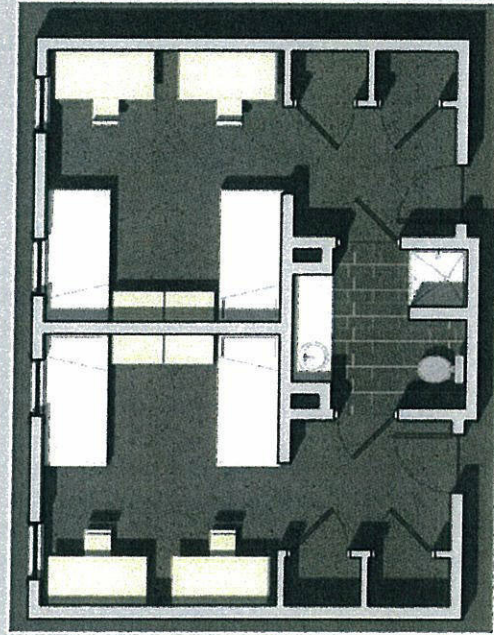
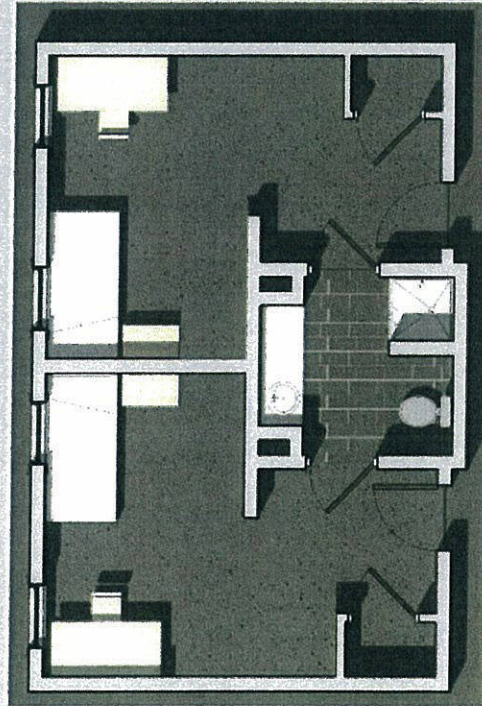
Class	Enrollment	Potential Capture Rate	Maximum Potential Demand	Distribution of Demand		
				Non-Apartment Private	Non-Apartment Shared	Apartment
Freshmen	931	80.8%	752	0	526	226
Sophomores	1,204	25.8%	310	105	39	167
Juniors	1,420	19.8%	281	158	38	85
Seniors	2,018	13.9%	281	124	23	134
Total	5,573	29.2%	1,625	387	626	612
				154	526	612
				387	626	612
				(233)	(100)	0
				Surplus / (Deficit)		
				(333)		

- Low risk solution that increases campus housing supply, strengthens the residential experience at MSU, and supports the University's recruitment and retention objectives.

MSU HOUSING PLANNING NEW HOUSING DEVELOPMENT

Develop New, Affordable, High-density Housing

- 340 semi-suite beds
- 68 private beds (convertible to shared beds)
- 272 shared beds



MSU HOUSING PLANNING NEW HOUSING DEVELOPMENT

Desired Development: \$15.7M project

- 340 bed development
- Construction Cost: Approximately \$163 per SF
- Project Cost: \$46,000 per Bed
 - Modest Institutional Quality
 - Includes 3,000 SF of Housing Administration Office Space
 - Includes 217 SF per Bed

Assumptions:

5% interest rate with a 30-year term
Building opening in Fall 2014



BRAILSFORD & DUNLAVEY



MSU HOUSING PLANNING NEW HOUSING DEVELOPMENT

Desired Development: \$15.7M project

Acceptable Rental Rates in 2014-2015

- Private Bedroom = \$565 / month
- Shared Bedroom = \$456 / month

Rates can support \$12M project

Assumptions:

Rental rates support annual contribution to University, to a Reserve Fund, and positively contribute to MSU's Total Housing Debt Coverage Ratio

MSU HOUSING PLANNING NEW HOUSING DEVELOPMENT

Opportunities to support the development of additional housing:

- Private / Donor Contribution - \$3.7M
- Consider Alternate Delivery Methods

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Finance and Audit Committee
August 4, 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 2:58 p.m., Thursday, August 4, 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 (by telephone), Dr. Carol Gunn, Mr. Sam Sanchez, and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Dr. Rodney Cate, Interim Dean of the College of Science and Mathematics; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Stephen Shelley, Director of Purchasing; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media were Mr. Chris Collins, editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Melissa Foy, KFDX-TV III.

Chairman Hessing called the meeting to order at 2:58 p.m.

Reading and Approval of Minutes

11-132. The minutes of the Finance and Audit Committee meeting May 12, 2011, were approved as presented.

Review and Acceptance of Financial Reports

11-133. Mr. Hessing noted that the administration recommended the financial reports for the months of April, May, and June, 2011, for acceptance. He added that these reports were previously distributed to the board.

Mr. Sandoval reported that for the ten months ended June 30, 2011, expenses exceeded revenues by \$540,327, and with other mandated transfers considered, the total decrease in net assets was \$684,000. He noted that almost \$8.1 million was in depreciation

expenditures, an increase of \$498,000 over the previous year, which reflects a reduction in net assets. Mr. Sandoval stated that personnel costs were reduced across the board and tuition and fees exceeded the annual budget. He reported an overall very stable budget position.

Mr. Engelman moved the board accept these reports as presented. Dr. Givens seconded the motion.

Mr. Hessing commended the administration for their efforts in identifying cost efficiencies. He noted the significant declines in cash expenditures during the year.

There being no further discussion, the motion was approved.

Financial Disclosure Statements

11-134. Mr. Hessing stated that each year the Board of Regents reviews copies of the Financial Disclosure Statements of the President, the Vice President for Administration and Finance, and the Controller. These items were previously distributed to the board for review. Ms. Spears moved the board accept these statements as distributed. Mr. Engelman seconded the motion and it was approved.

Internal Audit Plan – 2011-2012

11-135. Mr. Hessing reported that Mr. Spencer's audit plan for the 2011-2012 year was presented for approval (see Attachment 1). He asked Mr. Spencer to comment on the process he used in developing the plan for the upcoming year. Mr. Spencer stated that he reviewed the university to assess risk within campus operations. He further monitored those areas that require audits for grants or other purposes. He added that compliance functions were also reviewed to determine how to best monitor overall campus compliance.

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

Dr. Rogers commended Mr. Spencer for his work. He noted that they reviewed and discussed the proposed plan and he was pleased with Mr. Spencer's thoroughness. Dr. Rogers added that he was pleased that Mr. Spencer would include areas of compliance review during the coming year.

Mr. Hessing noted that the Public Funds Investment Act audit is required every two years. He also commended Mr. Spencer for the work he does.

There being no further discussion, the motion was approved.

University Accounts/Signature Authorizations

11-136. Mr. Hessing reported that each year the board is asked to approve the individuals authorized to sign on university bank accounts, to purchase and sell investment

instruments and to perform normal banking transactions, and to sign personnel retirement documents.

The administration recommended the following individuals be authorized to sign on university bank accounts, with two signatures required on all checks drawn from university accounts:

Dr. Jesse Rogers, President
Mr. Juan Sandoval, Vice President for Administration and Finance
Ms. Gail Ferguson, Controller
Ms. Valarie Maxwell, Director of Budget and Management
Ms. JoElla Hinkle, Assistant Controller

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

The administration finally recommended the board continue to authorize the President, the Vice President for Administration and Finance, the Provost and Vice President for Academic Affairs, and the Director of Human Resources to sign appropriate personnel retirement documents.

It was noted that the only change in the recommendation from the previous year was the addition of the Director of Human Resources to the list of individuals authorized to sign appropriate personnel retirement documents.

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

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

11-137. Mr. Hessing noted that the recommended list of budget changes was presented in the agenda. He asked Dr. Rogers to discuss these items.

Dr. Rogers reported that the first two items were related to post-season costs in athletics. He noted that the Athletics Fee Reserve provided these funds, but that the costs exceeded those budgeted. He indicated that 2010-2011 was an outstanding year for the athletics teams. He congratulated the student athletes and coaches for their efforts.

Dr. Rogers noted that the MSU cycling team once again competed at nationals. Funds were transferred from Unallocated Student Services Fees to assist with the necessary costs. The last item transferred money to provide matching funds for the Student Support Services Grant. These funds will be used for matching scholarships.

Dr. Givens moved approval of this item 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

11-138. Mr. Hessing noted that the report of personnel changes in April, May, and June, 2011, was presented for information in the agenda document. The administration recommended ratification of the budget change noted whereby seven positions were filled \$17,677 below the budgeted amounts.

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

MSU University Center Fee Increase

11-139. Mr. Hessing reported that the legislation to allow the MSU Board of Regents to increase the MSU University Center Fee was approved by the Texas Legislature in May. This followed a student referendum and board action to pursue this legislation. The approved legislation included a five-year sunset provision with regard to the fee increase. The administration recommended the increase of the University Center Fee from \$15 per student each long semester and \$7.50 per student each summer session to \$35 and \$17.50 respectively. This increase would be effective with the spring 2012 semester.

Dr. Rogers reminded the board that the funds generated from this fee were needed to replace the electrical and fire safety systems in the Clark Student Center and also to fund the operation of the Center. He noted that at the time this fee sunsets the total debt on the Student Center will be paid.

Ms. Spears moved approval of this item as presented. Dr. Givens seconded the motion.

Mr. Hessing commented that this matter had been discussed during a number of prior meetings and it had worked its way through the process. He noted that funds available for a project such as this were limited. Dr. Rogers noted that Higher Education Assistance Funds (HEAF) cannot be used for auxiliary facilities such as this.

There being no further discussion, the motion was approved.

Technology Fee/University Designated Tuition

11-140. Mr. Hessing stated that MSU students currently pay a Technology Fee of \$22 per semester credit hour and also pay University Designated Tuition of \$100.90 per semester credit hour. Owing to the reduction in state funding and the need for greater flexibility in budgeted funds, the administration recommended that the Technology Fee be reduced by \$2 per semester credit hour and that University Designated Tuition be increased by \$2 per semester credit hour, effective with the spring 2012 semester. He noted that this change would not result in any net increase in cost to the students.

Dr. Rogers noted that while universities, including Midwestern, have gone to a fee structure for specific needs, at this time the university needs flexibility in its funding. With this change, students will not notice any difference; however, the administration will have greater flexibility in how the funds can be expended.

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

Operating Budget for Fiscal Year 2012

11-141. Mr. Hessing reported that the administration was recommending approval of a \$94,154,646 operating budget for the 2011-2012 fiscal year. He noted that a copy of the budget highlights was previously distributed to the board (see Attachment 2). Ms. Spears moved approval of the budget as presented. Dr. Givens seconded the motion.

Dr. Rogers reported that a Budget Oversight Committee worked on budget reductions and budget planning. The committee was made up of several members of the administration as well as faculty members Dr. Mark Farris, Dr. Terry Patton, and Dr. James Owen, and Ms. Jolene Welch, representing the staff. Dr. Rogers distributed and reviewed a draft of budget reductions, revenue increases, and expenditure reductions (see Attachment 3). He stated that he was pleased to note that the bottom line was a balanced budget, with an excess of \$30,790. Dr. Rogers then reviewed the Budget Highlights with the board.

Mr. Sandoval thanked Valarie Maxwell for her assistance in preparing the budget. He then presented a power point regarding the overall budget (see Attachment 4). The first slide outlined the overall reduction in available funds experienced by the university between FY 2010 through FY 2013, which totals over \$12 million. He added that his colleagues at other institutions believe additional reductions may be forthcoming.

The next slide showed the level of state support declining from 39% in FY 2003 to an estimated 22.5% in FY 2012. The third slide showed expenditures and debt service as compared to state general revenue. Mr. Sandoval distributed a Comparative Analysis of Operating Expenditure Budget (see Attachment 5) which reflected core base operations since FY 2009. He noted that this sheet provided a clearer picture of the core operating expenses of the university. He added that the FY 2010 budget increased by the anticipated amount of gift income. The next two slides presented the sources of revenue and the uses of funds for FY 2012. Dr. Rogers pointed out that 19.9% of the university's revenue comes from grants and donor support, while 22.5% comes from the state. The final slide indicated the estimated fund balances anticipated as of August 31, 2012, which total \$16,025,457.

Mr. Sandoval stated that while this is a good budget, future spending must be minimized and additional efficiencies should be identified. Dr. Rogers added that only the faculty and staff members who were promoted or changed duties received salary increases. He stated that the university must continue to work toward efficiencies so that a modest salary increase for employees will be possible in the future.

Dr. Givens commented that out of a budget totaling almost \$100 million, approximately 22% is returned to the students through scholarships and financial aid. Dr. Rogers noted that Texas may begin to see flat or declining enrollment. He added that if a student is academically qualified and willing to work, the administration, faculty, and staff at MSU will help him succeed.

Mr. Hessing noted that a great deal of work had gone into finding a way to absorb a \$12 million loss in revenue over a four year period. He stated that he had asked Mr. Sandoval to maintain a level of information to the board regarding where revenues and expenditures are relative to the budget. He noted that with each meeting he wanted the board to be able to understand the current status of the budget and review forecasts through the end of the year.

Mr. Sanchez asked about the British Studies and Distance Learning programs. Dr. White noted that distance learning can be used in a variety of ways. She stated that MSU offers programs that are delivered solely on line. She noted that MSU's radiologic science program is one of those programs. She added that the program was one of two programs noted in a national magazine this year as one of the top 25 most influential entities, organizations, or things in the field. Dr. White stated that a number of academic programs offer hybrid courses with some of the work in an on-campus classroom and a portion in a virtual classroom. She reported that the Bachelor of Applied Arts and Sciences (BAAS) program was mentioned in the local paper as a degree completion program recognized by the state to increase graduation rates of Texas citizens. She stated that this is a unique program and almost all of it is on line. Dr. White noted that distance education has to be viewed as another way to make education more accessible.

With regard to study abroad, Dr. White noted that in addition to the British Studies program, MSU students also have an opportunity to study in France. She commended Dr. Larry Williams, Professor of Sociology and Director of International Education, for his work with the program. She noted that he was a featured speaker at the COPLAC summer conference and he is building a consortium for other COPLAC institutions to join MSU's study abroad program. The program allows students to have a rich educational experience. Mr. Hessing commented that his daughter participated in the British Studies program at MSU and it was an outstanding experience. Dr. White indicated that she would like to expand the program in the future and added that it is a transformative experience for students.

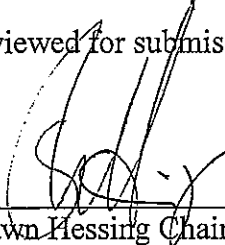
Mr. Sanchez indicated that he chose to ask about those two programs because the board and administration are going to have to be creative in developing the college experience at MSU. He stated that both programs highlight how that can be done without hurting the bottom line.

There being no further discussion, the motion was approved.

Adjournment

The Finance and Audit Committee discussion concluded at 4:12 p.m.

Reviewed for submission:



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

ATTACHMENTS:

1. Audit Plan 2011-2012
2. Budget Highlights 2011-2012
3. Budget Planning Draft
4. Comparative Analysis of Operating Expenditure Budget from 2009-2012
5. Budget Presentation

FY 2012 Audit Plan

The plan is meant to be flexible and it will be monitored and changed as necessary. The available hours total 1,840, after accounting for holidays and leave time. After discussions with the General Counsel, President of the University, and Chairman of the Finance and Audit Committee, plans are to add a compliance focus to the internal audit function. Comprehensive compliance programs are increasingly present in higher education after the passage of the Sarbanes-Oxley Act. The programs are designed to integrate and coordinate all significant requirements with which universities must comply by law, regulation, policies, and procedures. This oversight will result in timely reviews. Activities will be conducted in a way to ensure that the Internal Audit Office remains independent of university operations. Specific projects will still be conducted and based on the annual risk assessment analysis. Additionally, special projects will be conducted as requested by management and the Board of Regents.

Audit Focus	Estimated Hours
Public Funds Investment Act: This audit is statutorily required every two years and will determine compliance with the Act and MSU investment policy.	200
General Oversight Activities: This project will entail a review of university departments to identify specific laws, regulations, policies, procedures, etc. they are required to comply with and what procedures are in place to ensure compliance. A review of the systems that management has in place to document what they must comply with, what activities are conducted, what monitoring is done to ensure activities are efficient and effective, and that proper reporting is accomplished in compliance with requirements is planned. Any deficiencies identified from the review will be addressed immediately to allow quick corrective action to be taken. It is expected that the results of this project will provide a framework to implement more frequent review and monitoring efforts over important functions, including, but not limited to, purchasing, accounting, contracting, construction, budgeting, cash operations, athletics, etc., that will be continued into the future.	600
External Auditor Coordination: The State Auditor's Office and State Comptroller routinely depend and rely on internal auditors to accomplish their annual audit plans. Hours are being reserved to assist them as requested.	200
Special Projects: Internal auditors are a valuable and crucial source of assistance for issues that management and the Board of Regents may need analyses, appraisals, recommendations, counsel, and information to assist them in the effective discharge of their responsibilities. Hours are being reserved to provide this assistance.	240
Annual Risk Analysis/Audit Plan: Ongoing activities, such as interviews with management, distribution of internal control questionnaires, and reviews of management reports from throughout the university will be done to ensure adequate identification and consideration of all risks for future review.	250

FY 2012 Audit Plan

Finance & Audit Committee

August 4, 2011

Attachment 1 – Page 2

Participation in Board Meetings and Management Committees: The internal auditor will attend all Board of Regents meetings and participate in selected committees as requested or deemed appropriate. Regular meetings are also held with the President.	100
Administrative: Hours are being accounted for and reserved for such matters as ensuring compliance with auditing standards, involvement with professional organizations, training, annual reports, and general administrative duties.	250
Total Hours Budgeted	1,840

Midwestern State University
Budget Highlights
2011-2012

- The proposed MSU Operating Budget for FY 2012 is \$94,154,646, an increase of \$1.38 million over FY 2011, primarily as a result of increased scholarship support. Excluding scholarship expenditures, the remaining budget would have been reduced by over a million dollars.
- The budget is based on an estimated enrollment of 6,400 students for fall 2011.
- The proposed budget reflects a significant reduction in state general revenue appropriation for FY 2012. Total decrease from general revenue support was almost \$2.4 million, resulting in a shift of operating budget support from state appropriations to local funds, which include designated funds, auxiliary funds, and restricted funds.
- The budget reflects 23 deleted and unfunded FTE positions.
- Other significant budget changes include:

Salary savings from open positions	\$791,595
Maintenance and operations reductions	848,875
Utility reductions (including auxiliaries)	486,955
Travel reductions	54,877
Scholarships increased (federal and designated tuition set aside)	2,455,997
- Expenditures for fringe benefits are estimated at approximately \$11.1 million in this budget, an increase of approximately \$744,000. A 6.1% increase in group health insurance rates has been included as well as a new mandated 1% insurance surcharge based on the base salary of all benefit eligible employee regardless of source of funds. This added insurance surcharge accounts for over \$300,000 of the increase.
- Private sources and grant funds totaling \$983,615 provide funding for 17.83 full time equivalent positions, 7.76 faculty positions and 10.07 staff positions.

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

Bond payment on Dillard Building	\$1,477,363
Physical Plant equipment and improvements – Deferred Maintenance	1,200,000
Allocation to six colleges for computers and academic-related equipment	300,000
Library materials	250,000
Information Systems/Telecommunications equipment and software	110,000
Museum (classroom, sound and audiovisual, telecommunication support)	50,000
Police equipment	36,000
Capital lease for fleet vehicles	30,000
Equipment for administrative offices	40,000
Facilities & Equipment Contingency	<u>66,070</u>
TOTAL	<u>\$3,559,433</u>

The proposed HEAF budget includes administration's concern on addressing deferred maintenance issues. The budget was increased by \$230,640 from the previous year.

- Excluding \$350,000 in transfers to Plant Funds, which includes transfers for Housing and Recreation Center, revenues exceed budgeted expenditures by \$30,790.
- The anticipated university fund balance as of August 31, 2011 is estimated to be \$16 million.

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
<u>State Appropriation Budget Reduction</u>			
Committee Substitute for H.B. 1 (Reduction From FY 2011 Base)		3,192,201	3,335,800
Loss of Incentive Funds (Previously Funding from ARRA/Stimulus Funds)		504,536	504,536
Mandated 1% of Personnel Costs (All Funds - Auxiliary, Designated, Restricted)		309,000	309,000
Planned Reductions In FY 2011, Continued in FY's 2012-2013		(1,258,555)	(1,258,555)
Total State Appropriation Budget Reduction	540,000	2,747,182	2,890,781
<u>Proposed Revenue Increases (subtract from shortfall)</u>			
Tuition & Fees Using 6,400 Enrollment - Total Rates Not to Exceed 4%	200,000	1,690,979	1,800,000
Parking Fees and Fines		120,943	120,361
Mineral Interests Bonuses	73,200		
Total Proposed Revenue Increases	273,200	1,811,922	1,920,361
<u>Proposed Expenditure Reduction (subtract from shortfall)</u>			
Hiring Restriction	188,000	200,000	200,000
International Scholarships		23,781	23,781
Gifted Summer Program Reductions		52,000	52,000
Employee Dependent Education Assistance (Currently \$126,000)		45,000	45,000
Faculty/Staff Reductions		443,695	443,695
Utilities		486,955	486,955
M&O/Travel Reductions	197,752	903,752	903,752
Total Proposed Expenditure Cuts	385,752	2,155,183	2,155,183
<u>Proposed Expenditure Increases (add to the shortfall)</u>			
Approved Annual Faculty Promotions		38,500	38,500
Police Officer FTE		35,000	35,000
General Counsel Upgrade - 100%	43,000	60,000	60,000
Hourly Wages		130,667	130,667
Fringe Benefits		435,504	435,504
Course Fee Related Expenditures		82,353	82,353
IT Additional Costs - Student Authentication		40,000	136,500
Sims Center (building maintenance, custodial, utilities, net after partner contribution)	60,000	41,000	50,000
Debt Service Increase		205,596	205,596
Increases in Other M&O and Scholarships		120,513	120,513
Total Proposed Expenditure Increase	103,000	1,189,133	1,174,120
Remaining Budget Balance	15,952	30,790	10,643

Comparative Analysis of Operating Expenditure Budget
Midwestern State University
FY's From 2009 to 2012

	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>Proposed FY 2012</u>
Original Expense Budget (Includes Debt Service)	\$ 76,238,702	\$ 90,287,041	\$ 92,769,369	\$ 94,154,646
<u>Less Adjustments In New Activity</u>				
Exclude Debt Service	\$ (8,053,743)	\$ (8,363,580)	\$ (9,385,371)	\$ (9,590,967)
Housing Operations - Sundance		(514,474)	(389,864)	(348,121)
New Recreation Center	(458,082)	(644,004)	(675,529)	(614,184)
PELL Grants	(4,575,000)	(5,400,000)	(8,000,000)	(9,325,000)
SEOG	(141,574)	(147,076)	(147,472)	(124,880)
Federal CWS	(150,000)	(130,273)	(150,000)	(150,000)
THECB Texas Grants	-	(1,566,223)	(1,044,120)	(2,153,333)
MSU Fund - Other Allocations	-	(451,457)	(615,816)	(348,329)
MSU CT - Other Allocations	-	(238,940)	(266,085)	(249,324)
Misc Gifts	-	(5,000,000)	(4,000,000)	(3,500,000)
MSU Tuition Grant Set Asides	-	(709,000)	(871,987)	(1,105,580)
Adjusted Base Expenditure Budget	\$ 62,860,303	\$ 67,122,014	\$ 67,223,125	\$ 66,644,928

**The schedule reflects core base operations when analyzing activities that appeared to drive total expenditure increases. Those activities that federal funded, new to the new university, or separately funded.

Midwestern State University Budget Highlights FY 2011 – 2012

By
Juan R. Sandoval
Vice President – Administration & Finance
August 3, 2011

A Perspective – Loss of General Revenue For 4 Years Ending August 31, 2013

FY 2010 and 2011 Biennium

General Revenue	\$ 1,743,794
Loss of State-Paid Benefits	348,759

Mid-year Reduction for FY 2011

General Revenue	\$ 445,090
Loss of State-Paid Benefits	89,018

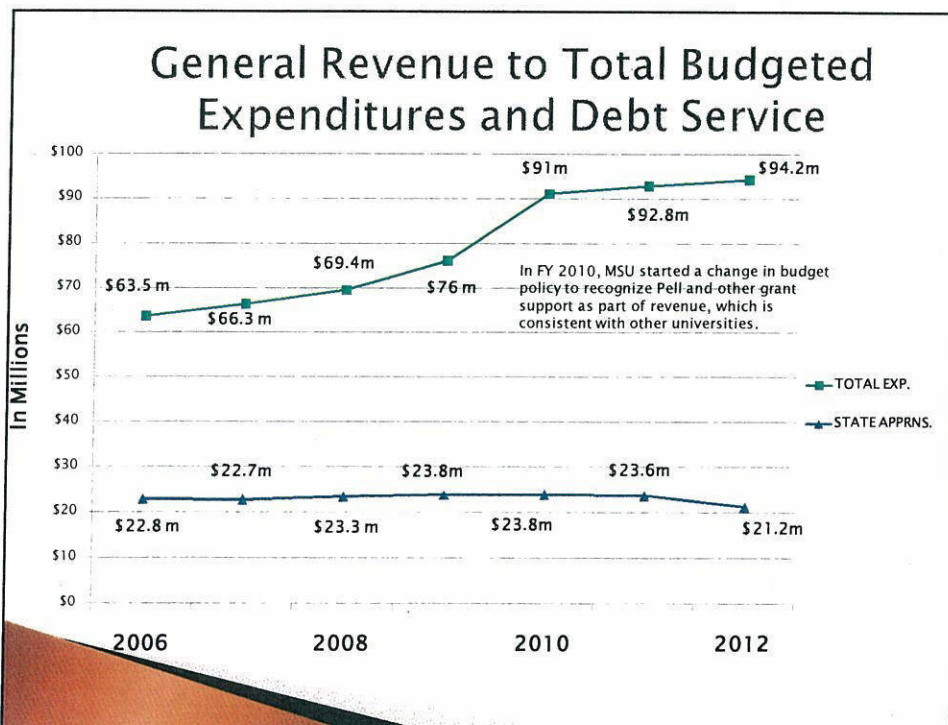
FY 2012 and 2013 Biennium

General Revenue	\$ 6,479,406
Loss of State-Paid Benefits	1,295,881
Loss of Incentive Funds	1,009,072
Medical Insurance Local Contribution – 1% of Salaries	<u>618,000</u>

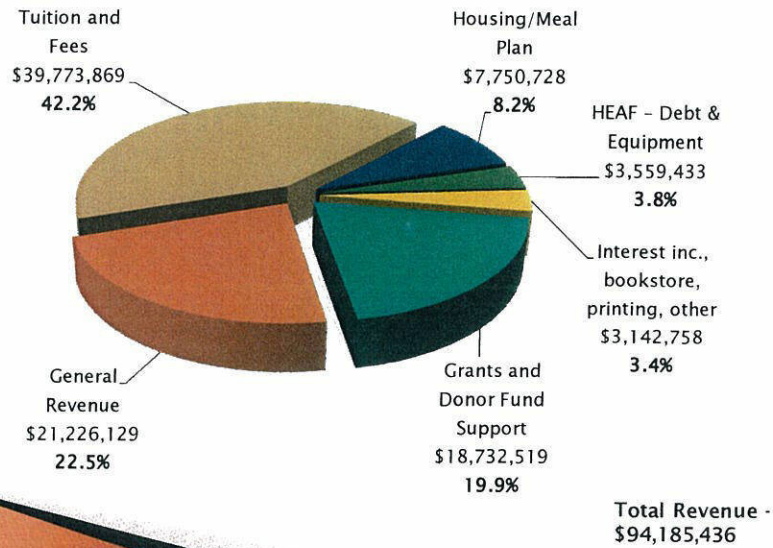
Total	<u>\$12,029,020</u>
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Ten-Year State Legislative Appropriations Comparison

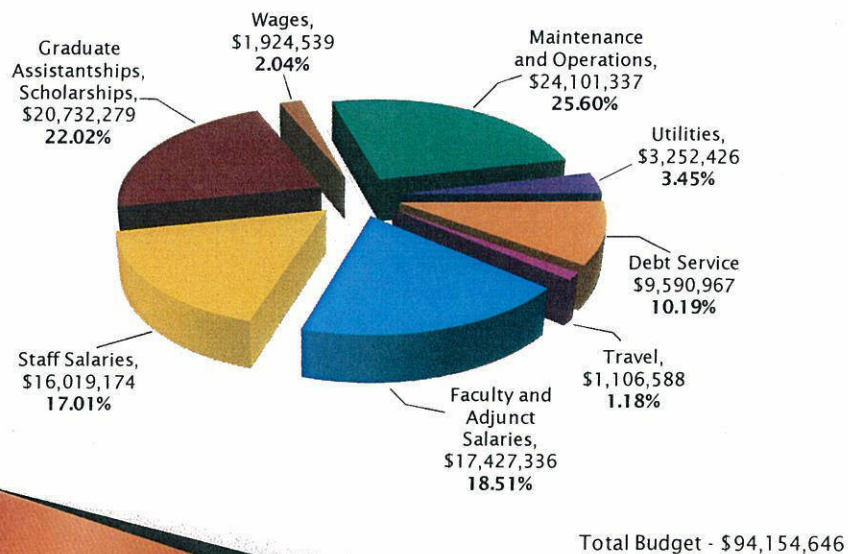
	General Revenue State Support	as a % of Total Expenses and Debt Service
FY 2003	\$ 21,431,269	39%
FY 2004	\$ 20,853,180	36%
FY 2005	\$ 20,941,156	35%
FY 2006	\$ 22,800,253	34%
FY 2007	\$ 22,715,166	34%
FY 2008	\$ 23,331,145	34%
FY 2009	\$ 23,780,229	31%
FY 2010	\$ 23,832,099	26%
FY 2011	\$23,625,267	25% (est.)
FY 2012	\$21,226,129	22.5% (est.)



Sources of Revenue - FY 2012



Use of Funds - FY 2012



Analysis of MSU Reserves Projected for August 31, 2012

Estimated fund balances at August 31, 2012

Education and General Funds	\$ 697,289
Designated Funds	9,119,381
Auxiliary Funds	708,592
Restricted Funds	2,754,362
Plant Funds	<u>2,745,833</u>
Total All Funds	<u>\$16,025,457</u>

Analysis of Plant Fund Reserves Estimated at August 31, 2012

	<u>FY 2011</u>	<u>FY 2012</u>
Housing Reserves	\$ 809,126	\$ 1,034,136
Repair/Replacement	\$ 223,151	\$ 273,151
Unallocated Contingency	<u>\$ 300,000</u>	<u>\$ 300,000</u>
Totals	<u>\$1,332,277</u>	<u>\$1,609,287</u>

MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
Investment Committee
August 4, 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 4:26 p.m., Thursday, August 4, 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 Dr. Lynwood Givens, Mr. Shawn Hessing, Mr. Sam Sanchez, Ms. Jane Spears, and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Dr. Rodney Cate, Interim Dean of the College of Science and Mathematics; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media was Mr. Chris Collins, editor of *The Wichitan*.

Chairman Engelman called the meeting to order at 4:26 p.m.

Reading and Approval of Minutes

11-142. The minutes of the Investment Committee meeting May 12, 2011 were approved as presented.

Investment Policy

11-143. Mr. Engelman noted that the Texas Public Funds Investment Act requires that the Board of Regents review and approve the investment policy each year. Changes to the policy were last approved in August, 2010, and the investment committee reviewed and discussed the policy in January, 2011. He indicated that the policy would be scheduled for full review in November, 2011. He noted that this was an information item.

Review and Acceptance of Investment Report

11-144. Mr. Engelman stated that the board members should have received a copy of the third quarter Investment Report for the period ended May 31, 2011. He asked Mr. Sandoval to comment on this item.

Mr. Sandoval noted that the funds invested by the university achieved a 1.23% rate of return. He added that these funds are primarily short-term cash and the allowable investment instruments are very conservative. With regard to the MSU endowment funds invested by American National Bank, the rate of return was 5.53%. Mr. Sandoval stated that the Redwine Funds had been invested by three separate investment firms and the return rates are as follows: J.P. Morgan Chase 4.65%, Luther King .80%, and Fisher Investments 4.14%. He added that at the time of this report, the Redwine Funds had been invested for less than six months.

Mr. Sandoval reminded the committee that the administration was looking at a distribution rate of 3% from the Redwine Funds for the upcoming year's budget. The funds would be utilized to support the Honor's Program. He added that within the next year the administration and board should review overall performance and determine if any changes should be made.

Mr. Bernhardt moved the committee accept the report as presented. Mr. Bryant seconded the motion and it was approved.

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

11-145. Mr. Sandoval presented the administration's recommendation to approve the following list of brokers/dealers, investment vehicles, and asset holding accounts for fiscal year 2012. He noted that the proposed brokers/dealers had filed certifications acknowledging the university's investment policy as required.

Brokers/Dealers

First Southwest Company, Austin
JP Morgan Securities, Inc., Houston
LF Rothschild/RBC Dain
Morgan Keegan & Company, Inc., Houston
Vining-Sparks, IBG, Austin
Wells Fargo, Dallas

Other Investment Vehicles/Overnight Cash Pools

Citibank
JP Morgan Chase High Balance Savings
LOGIC, Dallas
Texpool, Austin

Asset Holding Accounts

JP Morgan Chase
Merrill-Lynch, Wichita Falls

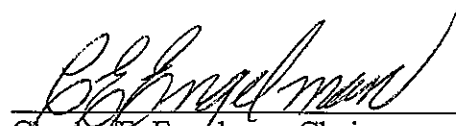
Mr. Engelman asked if additional asset holding accounts were needed. Mr. Sandoval responded that the approved firms had provided good service.

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

Adjournment

The Investment Committee discussion concluded at 4:36 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
August 4, 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 4:36 p.m., Thursday, August 4, 2011. Personnel and Curriculum Committee members in attendance were Dr. Lynwood Givens, Chairman; 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 Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Dr. Rodney Cate, Interim Dean of the College of Science and Mathematics; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media was Mr. Chris Collins, editor of *The Wichitan*.

Chairman Givens called the meeting to order at 4:36 p.m.

Reading and Approval of Minutes

11-146. The minutes of the Personnel and Curriculum Committee meeting May 12, 2011, were approved as presented.

Faculty Senate Report

11-147. Dr. James Owen, MSU Faculty Senate Chairman, reported to the board as shown in Attachment 1.

Staff Senate Report

11-148. Ms. Treva Clifton reported to the board on behalf of the MSU Staff Senate.

- A. The Senate partnered with a student fraternity, Sigma Alpha Epsilon, to sponsor a raffle. All proceeds were donated to the Staff Senate Scholarship Fund. Two scholarships will be given to staff employees during the 2011-2012 academic year.
- B. New executive officers for the upcoming year are Jolene Welch, Assistant to the Provost, Chair; Matt Park, Director of Student Development and Orientation, Vice

Chair; Peggy Brennan, Assistant to the Vice President for Institutional Effectiveness, Secretary; and Juan Ibarra, Programmer Analyst II, Parliamentarian.

Enrollment Reports – Summer 2011

11-149. The summer enrollment reports were presented for information only and are shown as Attachment 2. Dr. Givens noted that enrollment in both summer terms was down slightly compared to the previous year. Dr. Rogers stated that this was the first time enrollment had been down in the summer in some years. He noted that the Spectrum Program has traditionally brought 30 students to campus in the first summer term. This is one of the programs that was discontinued because of the budget reductions.

Dr. Givens asked about Dr. Rogers' prediction for the fall semester. Dr. Rogers responded that new admissions standards would go into effect in the fall. He noted that the last time standards were increased, fall enrollment declined. He indicated that in looking at the number of applications received, he hoped for a flat to slightly increased enrollment in the fall.

August 2011 Graduating Class

11-150. Dr. Givens noted the administration recommended approval of the list of candidates for August 2011 graduation as shown in the agenda. He reported that 194 students were on the list, compared with 194 in 2010.

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

Modification of University Organization Chart

11-151. Dr. Givens presented a copy of the proposed organization chart (see Attachment 3). He added that the agenda outlined the various recommended changes. He reported that one minor change was recommended in Institutional Effectiveness and it was further recommended that the areas reporting to the Associate Vice President for Facilities Services be included in the chart. The key organizational change recommended was within the area of Academic Affairs.

Dr. White noted that Dr. Charles Olson, director of the Bachelor of Applied Arts and Sciences (BAAS) program, planned to retire at the end of August, 2011. She stated that following a thorough review of his function, she determined that a great deal of overlap and coordination was in place between the BAAS program and Dr. Pam Morgan, Director of Extended Education. She indicated that Dr. Morgan has a Ph.D. and also has ten years university teaching experience. She recommended that Dr. Morgan's area be expanded to include oversight of the BAAS. Dr. White noted that with this change, the current, vacant Associate Provost position would be changed to Associate Vice President for Outreach and Engagement, and would be assumed by Dr. Morgan. She added that this change would save the university approximately \$50,000 while streamlining and consolidating the operation.

Ms. Spears moved approval of the organization chart and changes as presented. Mr. Sanchez seconded the motion and it was approved.

Academic Department Reorganization

11-152. Dr. Givens noted that the administration had recommended reorganizations within the Dillard College of Business Administration and the College of Science and Mathematics as shown below:

- Dillard College of Business Administration – from four departments to three departments
 - Existing Departments
Accounting
Economics, Finance and Legal Studies
Management
Marketing and Management Information Systems (MIS)
 - Proposed Departments
Accounting and Management Information Systems (MIS)
Economics, Finance and Legal Studies
Management and Marketing
- College of Science and Mathematics

Combine the current Department of Chemistry, Department of Physics, and Department of Geosciences, into one Department of Chemistry, Physics, and Geosciences.

Dr. Rogers stated that the administration continues to look at the structure of the colleges and departments to try to gain efficiencies and provide the best possible environment for the faculty. He noted that his goal was to be in a position whereby department heads would be contracted to work year-round.

He reported that the changes in the Dillard College of Business Administration were initiated by the college. He assured the board that the changes recommended in the College of Science and Math were intended to strengthen the departments.

Mr. Sanchez moved approval of this item as presented. Ms. Spears seconded the motion.

Dr. White stated that all of the proposed recommendations were part of a larger effort to streamline the operation. She noted that one of the first things she did when she came to MSU was to review the organizational structure of the academic area, including the number of faculty and administrative staff in each department, and the departmental budgets for maintenance and operation and travel. She added that by having a department chair who supervises one faculty member, there is inequity in the organizational structure.

Mr. Hessing stated his appreciation for the individuals who spoke to the board concerning the geosciences program change. He encouraged the administration and faculty to reach out to that group and ask for input in building the curriculum and the program. Dr. White stated that she and Dr. Cate looked forward to having conversations with these individuals. Dr. Givens suggested that the administration involve the group in the process of moving forward with the curriculum and further development of the program.

There being no further discussion, the motion was approved.

MSU Policies and Procedures Manual Changes

11-153. Dr. Givens noted that one policy change was recommended for approval relating to Policy 4.181, Information Systems Policies and Procedures. He stated that the item dealt with password complexity for individuals utilizing the university's computer and network services. Dr. Rogers stated that this was required for computer security on campus.

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

Executive Session

Dr. Gunn announced that the Board of Regents would go into closed session as allowed by the Texas Government Code Chapter 551, Section 551.074, Personnel Matters, to consider Items 11-154 (Emeritus Status) and 11-155 (Tenure). The closed session was properly announced at 5:14 p.m. Board members, Dr. Rogers, Dr. White, Mr. Sandoval, Dr. Farrell, Dr. Lamb, Mr. Owen, Mr. Macha, Mr. Spencer, and Ms. Barrow remained for the discussion.

Open Meeting Resumes

The closed session concluded at 5:23 p.m. with an announcement by Dr. Gunn that no action was taken during the Executive Session. The open meeting immediately resumed.

Emeritus Status

11-154. Ms. Spears moved that the following individual be granted emeritus status upon her retirement from Midwestern State University.

Dr. Karen Rogers – Associate Professor of English - 31 years

Mr. Sanchez seconded the motion and it was approved.

Tenure

11-155. Mr. Sanchez moved that the following individual be granted tenure.

Dr. Timothy Justus

Music

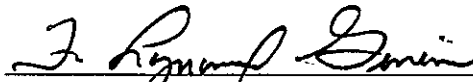
Ms. Spears seconded the motion and it was approved.

Adjournment

Dr. Rogers noted that Dr. Susan Sportsman, Dean of the College of Health Sciences and Human Services had announced her retirement. He stated that Dr. Sportsman was a splendid dean and that her record of bringing in grants was unsurpassed. Dr. White added that Dr. Sportsman was recently inducted as a fellow in the National Academy of Nurses. She announced that the Interim Dean of the college would be Dr. Patti Hamilton who is currently MSU's Graduate Dean. Dr. Jane Owen, department chair in Educational Leadership, will serve as Interim Dean of the Graduate School.

There being no further business, the Personnel and Curriculum Committee discussion concluded at 5:24 p.m.

Reviewed for submission:



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

ATTACHMENTS:

1. Faculty Senate Report
2. Enrollment Reports – Summer, 2011
3. Organizational Chart



Midwestern State University Faculty Senate Summary

04 AUG 11 Board of Regents Report

The MSU Faculty Senate has not met since the summary dated 12 MAY 11. The new Senate will convene for its first meeting on 18 AIG 11. There is no unfinished business remaining from the 2010 – 2011 academic year that requires the attention of the new Senate.

Scheduled meeting dates for the Faculty Senate during the 2011 – 2012 academic year are:

Date	Start	End	Room
8/18/2011 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
9/8/2011 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
10/13/2011 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
11/10/2011 Thu	3:00 PM	5:00 PM	Dillard 189
12/01/2011 Thu	3:00 PM	5:00 PM	Dillard 189
1/12/2012 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
2/9/2012 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
3/8/2012 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
4/12/2012 Thu	3:00 PM	5:00 PM	CSC 162 Kiowa
5/03/2012 Thu	3:00 PM	5:00 PM	Dillard 189

A copy of the 2011 – 2012 Faculty Senate roster is printed on the reverse side.

Respectfully,

Jim Owen, Chair
Midwestern State University Faculty Senate

Midwestern State University Faculty Senate Roster 2011 – 2012 Academic Year

Name		Term Ends
<u>Azouz</u>	<u>Idir</u>	<u>2013</u>
<u>LaBeff</u>	<u>Emily</u>	<u>2013</u>
<u>Bernard</u>	<u>Guy</u>	<u>2012</u>
<u>Bultena</u>	<u>Charles</u>	<u>2012</u>
<u>Callahan</u>	<u>Tom</u>	<u>2012</u>
<u>Duff</u>	<u>Jeromy</u>	<u>2012</u>
<u>Griffin</u>	<u>Terry</u>	<u>2013</u>
<u>Hammer</u>	<u>Margaret</u>	<u>2012</u>
<u>Henschel</u>	<u>Don</u>	<u>2012</u>
<u>Johnson</u>	<u>James</u>	<u>2013</u>
<u>Jun</u>	<u>Nathan</u>	<u>2012</u>
<u>Lewis</u>	<u>Gary</u>	<u>2012</u>
<u>McClintock</u>	<u>Stuart</u>	<u>2013</u>
<u>McDonald</u>	<u>Terry</u>	<u>2012</u>
<u>Mills</u>	<u>Dana</u>	<u>2012</u>
<u>Owen</u>	<u>Jim</u>	<u>2012</u>
<u>Paddock</u>	<u>Ted</u>	<u>2013</u>
<u>Patin</u>	<u>Roy</u>	<u>2013</u>
<u>Powell</u>	<u>Francis</u>	<u>2012</u>
<u>Roberts</u>	<u>Kathy</u>	<u>2012</u>
<u>Schulz</u>	<u>Ed</u>	<u>2013</u>
<u>Smith</u>	<u>Brandon</u>	<u>2013</u>
<u>Vandehey</u>	<u>Michael</u>	<u>2013</u>
<u>Veale</u>	<u>Beth</u>	<u>2012</u>
<u>Williamson</u>	<u>Anne-Marie</u>	<u>2013</u>

Senators with terms expiring in 2013 were re-elected or newly elected in May 2011.

Enrollment Reports**Summer I 2011**

	2010	2011
New First-Time Freshmen	15	10
Freshmen	192	135
Sophomore	390	351
Junior	559	524
Senior	960	1,046
Graduate/Post-Baccalaureate	<u>376</u>	<u>404</u>
TOTAL	2,492	2,470

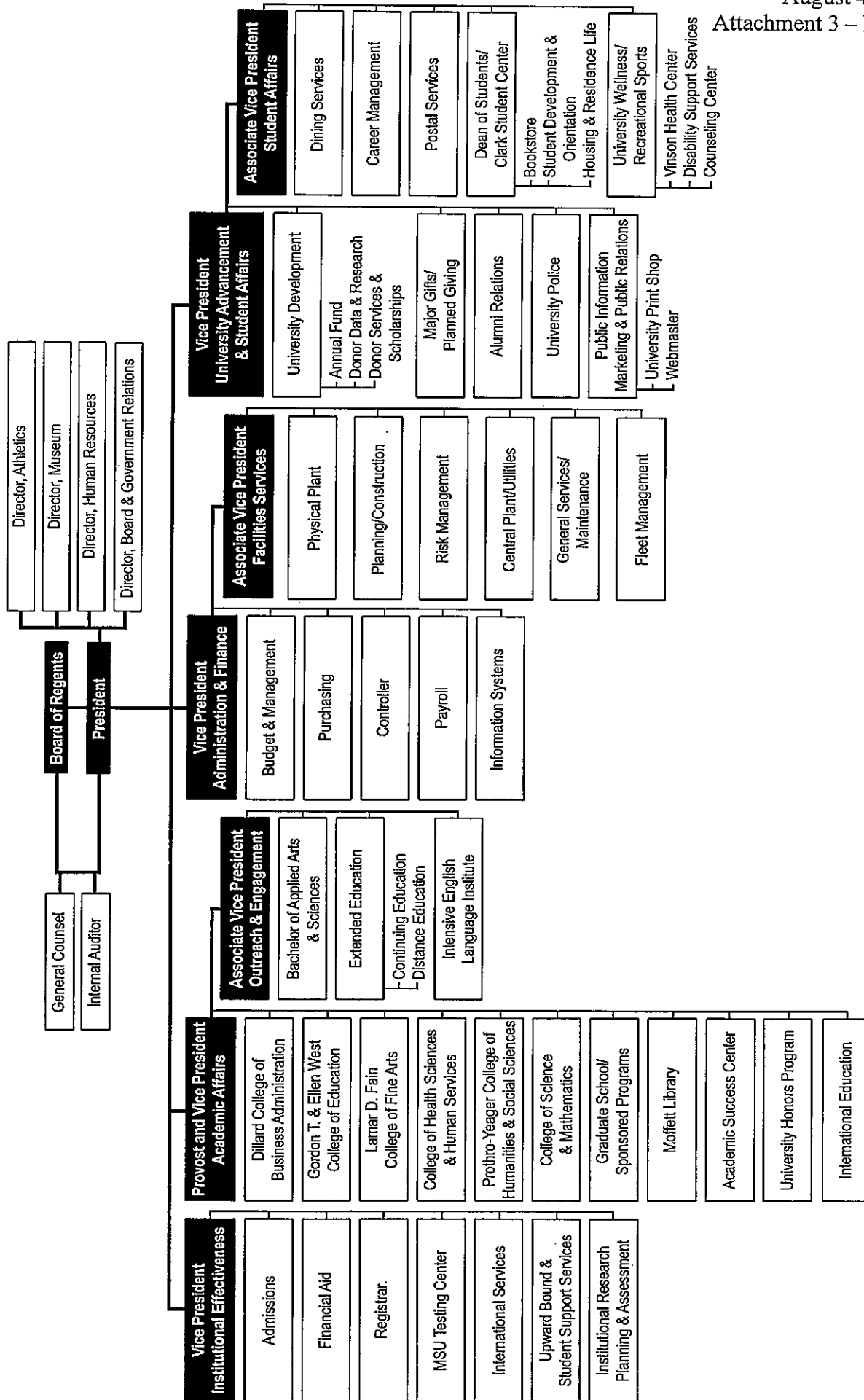
Summer II 2011

	2010	2011
New First-Time Freshmen	6	14
Freshmen	101	96
Sophomore	305	246
Junior	390	373
Senior	776	781
Graduate/Post-Baccalaureate	<u>218</u>	<u>203</u>
TOTAL	1,796	1,713

Enrollment **-2.43%**

Semester Credit Hours **-2.94%**

Midwestern State University Organization Chart



**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Student Services Committee
August 4, 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 5:24 p.m., Thursday, August 4, 2011. Student Services Committee members in attendance were Mr. Charles Engelman, Chairman; 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 Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; 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. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media was Mr. Chris Collins, editor of *The Wichitan*.

Chairman Engelman called the meeting to order at 5:24 p.m.

Reading and Approval of Minutes

11-156. The minutes of the Student Services Committee meeting May 12, 2011, were approved as presented.

Student Government Report

11-157. SGA president Kyle Christian noted that the new officers have moved into their offices and met with Dr. Lamb to discuss their responsibilities for the upcoming year. He added that the officers have planned projects for the year. He added that they would attend the National Student Government Association Conference in Washington D.C. in September.

Code of Student Conduct

11-158. Mr. Engelman stated that modifications were recommended to the Code of Student Conduct as presented in the agenda document. Dr. Lamb reported that the impetus behind this recommended change was the bullying activity that has been seen in the news and on other college campuses. He added that while this has not thus far been a problem at MSU, the administration determined that it should be specifically addressed

in university policy. He stated that in the policy review process, Mr. Macha was asked to be certain the language was consistent with current standards.

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

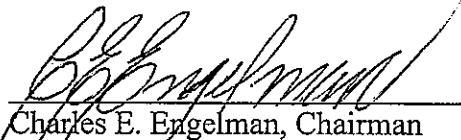
Mr. Sanchez asked Mr. Macha if the wording was in line with criminal statutes. Mr. Macha responded that it was. He stated that the only word not specifically tied to statutes was "intimidation." For that word he used the common, ordinary meaning. He added that while the Penal Code does not include "bullying," the language in the Education Code was used.

There being no further discussion, the motion was approved.

Adjournment

The Student Services Committee discussion concluded at 5:30 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
August 4, 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 5:30 p.m., Thursday, August 4, 2011. University Development Committee members in attendance were Ms. Jane Spears, Chair; Mr. Mike Bernhardt; and Mr. Kenny Bryant. Other regents attending the meeting were Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Shawn Hessing, Mr. Sam Sanchez, and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; 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. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media was Mr. Chris Collins, editor of *The Wichitan*.

Chair Spears called the meeting to order at 5:30 p.m.

Reading and Approval of Minutes

11-159. The minutes of the University Development Committee meeting May 12, 2011, were approved as presented.

Summary of Financial Support 9/1/10 – 6/30/11

11-160. This report was shown in the agenda as information only. Ms. Spears noted that donors choose to give funds to Midwestern State University and it is important that they are thanked for their generosity and support. She thanked Dr. Rogers and Dr. Farrell for their efforts in fundraising for MSU. Ms. Spears distributed a brochure showing possible naming opportunities for the university (see Attachment 1) and encouraged the regents to review this information. She then noted some of the gifts received since the last board meeting.

- A. A gift of \$5,500 was received from Mr. and Mrs. Royce J. Holland to provide scholarships for Iowa Park High School graduates.

- B. The Vending Store, LLC, Don and Tim Martini and Family, contributed \$10,000 to the Mustangs Athletic Club.
- C. A Welch Foundation Departmental Research Grant of \$30,000 was received from The Robert A. Welch Foundation to support the chemistry program.
- D. A gift of \$10,000 was received from Mr. and Mrs. Carroll Laing and another gift of \$10,000 was received from Mr. Al Guinn for the Annual Fund-Alumni Matching Gift Program.
- E. The Hotter 'N Hell organization contributed \$15,000 to support the MSU Cycling Team.
- F. A gift of \$20,000 was received from the Roy and Gretta Hogan Foundation, with \$10,000 designated for scholarships.

Mr. Engelman asked if the university had considered some type of wall or location on campus to list the names of donors. Dr. Rogers responded that the Fain College of Fine Arts has a wall that lists donors and Sunwatcher Plaza includes bricks identifying donors. Mr. Sanchez mentioned that another university has a walkway inscribed with the names of donors. Dr. Rogers added that Legacy Walk contains large paving stones that contain the names of major contributors to the university.

Adjournment

The University Development Committee discussion concluded at 5:40 p.m.

Reviewed for submission:



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

ATTACHMENT:

1. Naming Opportunities Brochure

THIS LIST REPRESENTS examples of possible naming opportunities at Midwestern State University. Other naming opportunities may be available based upon donor interests. The naming of buildings, rooms, or other physical spaces is contingent on approval by the Midwestern State University Board of Regents. Specific criteria regarding naming opportunities may be discussed with the President or the Vice President for University Advancement and Student Affairs.

NAMING OF ACADEMIC COLLEGES

College of Health Sciences and Human Services	\$5,000,000
College of Science and Mathematics	\$5,000,000
Graduate School	\$5,000,000

NAMING OF ACADEMIC DEPARTMENTS OR SCHOOLS

Examples: Art, Biology, English, Accounting, etc.....\$1,000,000

NAMING OF CLASSROOM SPACE

Bridwell Hall

Radiology Floor	\$1,000,000
Classrooms	\$25,000

Bolin Hall

Greenhouse	\$250,000
HPLC-MS Instrument for Laboratory Research	\$150,000
Lecture Podiums & Presentation Equipment	\$45,000
Instructional Laboratories.....	\$25,000
Research Laboratories	\$25,000

Dillard College of Business Administration

Atrium	\$500,000
Lecture Hall	\$500,000
Student Pavilion	\$500,000
Community Center	\$100,000
Technology Laboratory.....	\$50,000
Classrooms	\$25,000

Fain Fine Arts Center

Fine Arts Theatre.....	\$150,000
Art Seminar Room	\$50,000
Ceramics Studio.....	\$50,000
Fine Arts Lecture Hall.....	\$50,000

Metalsmithing Studio	\$50,000
MSU2 Television Studio	\$50,000
Printmaking Studio	\$50,000
Sculpture Studio	\$50,000
Graphic Design Computer Lab	\$50,000
Wichitan Laboratory.....	\$50,000
Classrooms	\$25,000

Fain Fine Arts Center

Keyboard Computer Lab	\$50,000
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McCoy Engineering Hall

Lecture Hall	\$100,000
Classrooms	\$25,000

Prothro-Yeager Hall

Lecture Halls	\$100,000
Statistics Laboratory.....	\$50,000
Writing Laboratory	\$50,000
Faculty Lounge.....	\$25,000
Classrooms	\$25,000

D.L. Ligon Coliseum

Training Room	\$50,000
Lecture Hall	\$50,000
Classrooms	\$25,000

Moffett Library

Lecture Room	\$100,000
Study Rooms.....	\$25,000

Regional Simulation Center	\$2,000,000
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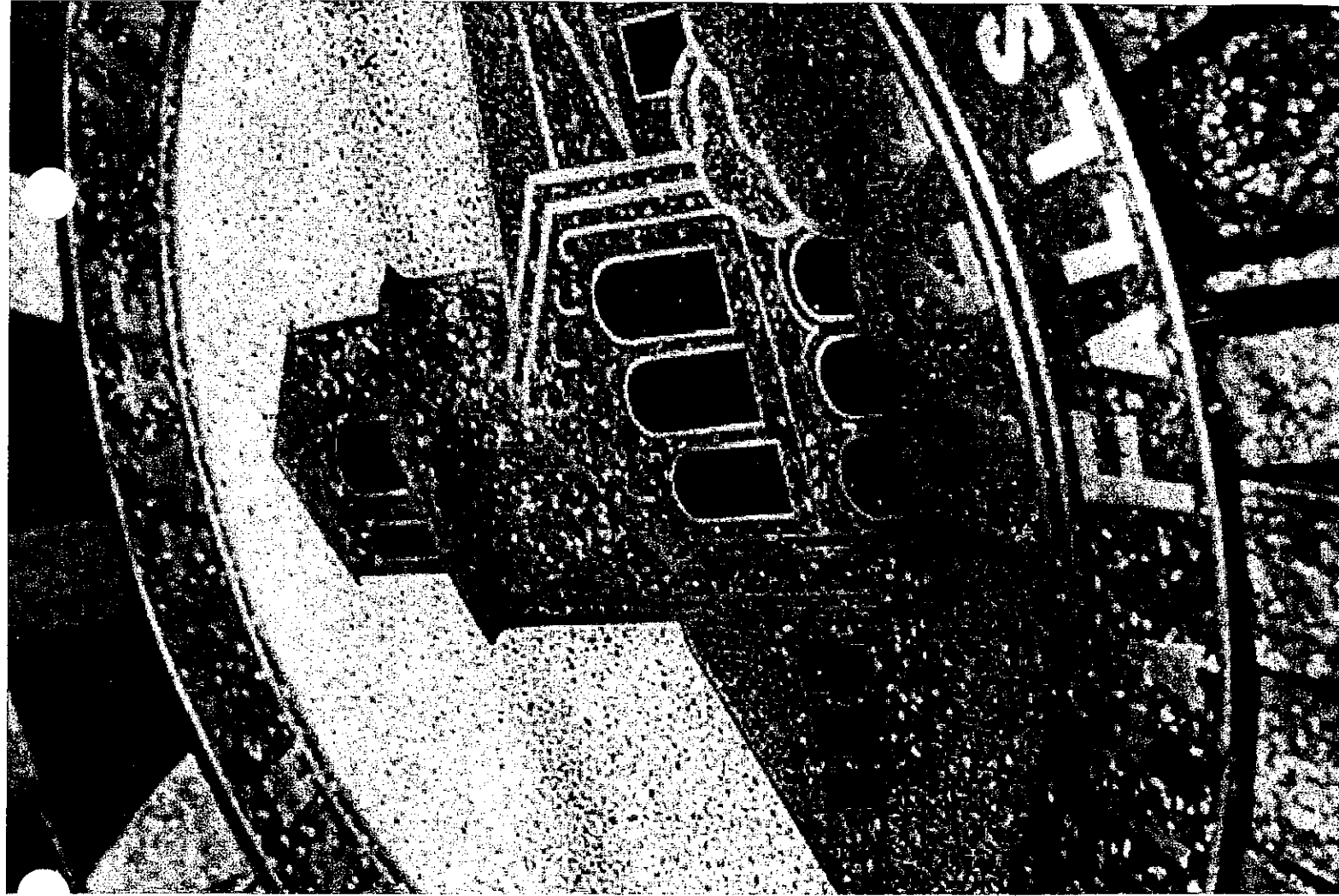
Clark Student Center

Atrium	\$500,000
Computer Laboratory	\$50,000
Lounge Areas	\$25,000
Meeting Rooms	\$25,000
Recreation Room	\$25,000

Sikes Lake Center	
Entire Building.....	\$1,000,000
Classroom Assembly	\$25,000
Redwine Student Wellness Center	
Gymnasium	\$500,000
Pool.....	\$100,000
Residence Life	
Sundance Court.....	\$3,000,000
Sunwatcher Village.....	\$3,000,000
Formerly Christ Academy	\$5,000,000
Wichita Falls Museum of Art at MSU	
Galleries	\$100,000
Media Gallery	\$100,000
Courtyard	\$100,000
Art Lounge	\$50,000
Endowed Scholarships (<i>minimum endowment</i>)	\$10,000
Endowed Chairs (<i>minimum endowment</i>)	\$750,000
Titled Professorships (<i>minimum endowment</i>)	\$200,000

This listing does not include all areas available for naming purposes. All amounts are eligible for negotiation. To further discuss naming opportunities, please contact the office of the Vice President for University Advancement and Student Affairs:

Dr. Howard M. Farrell
 Telephone: 940-397-4782
 Email: howard.farrell@mwsu.edu
 Address: 3410 Taft Boulevard, Wichita Falls, Texas 76308



**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Athletics Committee
August 4, 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 5:40 p.m., Thursday, August 4, 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 Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Ms. Jane Spears, and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; 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. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media was Mr. Chris Collins, editor of *The Wichitan*.

Chairman Bryant called the meeting to order at 5:40 p.m.

Reading and Approval of Minutes

11-161. The minutes of the Athletics Committee meeting May 12, 2011, were approved as presented.

Athletics Status Report

11-162. Mr. Charlie Carr, Director of Athletics, presented the following information.

- A. During 2010-2011, nine of the university's 12 teams participated in post-season play. In the NCAA Director's Cup, of the over 300 Division II schools, MSU ranked 32nd.
- B. Forty-five of the university's 290 student athletes achieved a 3.5 or better grade point average, 119 earned a 3.0 or better, and 21 earned a 4.0.
- C. The second annual Life Skills Day will be held August 27. The student athletes will receive training on nutrition, career planning, time management, and social skills. At the end of that day, Chris Fuller from The John Maxwell Company will provide the keynote address on leadership and teamwork. He invited board members to attend.


- D. Sunday, August 28, the fall kickoff dinner will be held. Former Dallas Cowboy great and Hall of Fame member, D.D. Lewis, will be the speaker on this occasion and board members were invited to attend.
- E. The Lone Star Conference Day at Dallas Cowboys stadium is scheduled for September 17. A reception will be held Friday night, September 16, for alumni and prospective students. The game Saturday begins at 12 noon. He indicated that his office had tickets and parking passes for sale.

Mr. Sanchez asked about the conference and if there had been discussions of expansion. Mr. Carr said the conference currently includes nine football opponents, but a definite posture regarding the future had not been taken.

Adjournment

There being no further business, the Athletics Committee discussion concluded at 5:56 p.m.

Reviewed for submission:



Kenny Bryant, Chairman
Midwestern State University
Board of Regents Athletics Committee

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

August 4, 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, August 4, 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 Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Dr. Rodney Cate, Interim Dean of the College of Science and Mathematics; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Stephen Shelley, Director of Purchasing; Mr. Michael Mills, Director of Housing and Residence Life; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Jolene Welch, Assistant to the Provost; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Peter Isaac, representing Brailsford and Dunlavey; Mr. Pete McElvain, representing the North Texas Geological Society; and Mr. Craig Reynolds, geology department alumnus. Representing the student body was Mr. Kyle Christian, Student Government Association president. Representing the news media were Mr. Chris Collins, editor of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Ms. Melissa Foy, KFDX-TV III.

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 and introduced new student regent Linda Aguilera. She asked Ms. Aguilera to tell the board about herself. Ms. Aguilera noted that she is majoring in criminal justice and is in her senior year at MSU. Her future plans include attending law school upon graduation from MSU. Dr. Gunn noted that Mrs. Burks was in a trial and would attempt to join the meeting by telephone later in the day.

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 two individuals had signed up to speak regarding agenda item 11-152 (Academic Department Reorganization).

Mr. Craig Reynolds introduced himself to the board and noted that he was a 1982 graduate of Midwestern State University. He is the exploration manager for Cobra Oil and Gas Corporation in Wichita Falls. He expressed appreciation for the geology program and the excellent education he was provided. He indicated that he came to the meeting to express concerns about the merging of several departments and the formation of a physical sciences department. He added that he originally understood that the scholarship funds dedicated to each department would also be merged. He noted that he was relieved to later learn that the scholarship funds would remain with each department, regardless of the decision regarding the merger. Mr. Reynolds noted that during the downturn of the oil industry in the late 1980's, the environmental science program at MSU was added to help reeducate displaced geologists. The university currently has 63 geology and environmental science majors. He added that during the last five years the geosciences department has graduated 19 geoscience and 12 environmental science majors, for a total of 31 graduates. During this same time, the university has produced 29 chemistry and seven physics graduates. He noted that geosciences is a growing department that has gained prestige throughout the country. He asked the board to consider not merging the Department of Geology into a physical sciences department, indicating that such action might create the appearance of a lesser program. He indicated his concern that such a move could result in fewer students in the physical sciences areas at MSU in the future. He asked the board to table the agenda item until the alumni, administration, and Board of Regents are satisfied that this is the best decision for the university. He expressed appreciation to the board for their service to the university and for listening to his concerns.

Mr. Pete McElvain stated that he was president of the North Texas Geological Society in Wichita Falls and that he submitted a letter to the Board of Regents regarding concerns with the proposed merger (see Attachment 1). He thanked the board for their time and consideration, and also thanked Dr. White for her prompt and thorough response to his communication (see Attachment 2). He noted that the Texas Higher Education Coordinating Board (THECB) requires 25 or more graduates in a major over a five year period. The current Department of Geosciences chair oversees environmental science and geosciences degree options. These options combined produced 31 graduates during the last five years. He noted that the department is growing and currently has 63 majors. He stated that while the environmental science, geosciences, and physics majors have all been identified by THECB as low-producing degree programs, merging them into one department will not resolve the issue. He indicated that the overarching theme of Dr. White's proposal is an increase of efficiency. He expressed concern that there is a difference in the efficiencies that might be seen on paper and the actual operational efficiency of combining the different disciplines of chemistry, physics, and geology. He added that departments should be able to make quick and efficient decisions about curriculum, research, recruitment, and how scholarships are distributed. He stated that he did not understand how this change would increase efficiency of the operation. He noted Dr. White's statement that there are a number of combined earth science programs at similarly sized schools in Texas. He noted that MSU graduates, on average, approximately double the geosciences majors of some of the other combined programs. He added that the University of Texas Pan American, which has a combined physics and geology program, terminated its geology degree program a few years after it merged with physics. The institution is now working to reestablish a geology degree program. Mr. McElvain concluded by encouraging the board to consider carefully this decision.

Dr. Gunn stated that while this item would be discussed fully later in the agenda, she asked Dr. Rogers and Dr. White to comment on the concerns expressed by Mr. Reynolds and Mr. McElvain.

Dr. Rogers thanked Mr. Reynolds and Mr. McElvain for their interest and concern. He noted that the ultimate plan of the administration is to strengthen and enlarge these programs. He added that it was never the intent to identify the department as a Department of Physical Sciences. He indicated that the recommendation was to name the new entity the Department of Chemistry, Physics, and Geosciences. Dr. Rogers noted that in the 1970's the university had only two geology faculty members. He stated that the members of the North Texas Geological Society came forward and contributed \$1.2 million in endowed funds to be used to support the program. He noted that two faculty members were added at that time and the program has continued to produce outstanding geoscientists. He stated that while another faculty member is needed in geosciences, as well as physics, it is difficult to expand the programs at this time while reductions are being made throughout the university owing to the challenging budget situation. He added that the administration's goal is to increase the size and number of graduates in these departments.

Dr. White thanked the gentlemen for attending the meeting. She noted that the reorganization plan did not include any plan to reduce offerings, curriculum, or faculty in these areas. She added that Dr. Rebecca Dodge, Associate Professor of Geosciences, was granted tenure in May by the Board of Regents. This action would not have been taken if the administration and board did not plan to have a stable geosciences program in the future. Dr. White discussed the workload of the various department chairs. She stated that the biology chair was responsible for scheduling 73 sections of courses in the fall semester and the mathematics chair scheduled 55 sections. The chairs of chemistry, geosciences, and physics combined scheduled 55 sections. The current physics chair oversees one faculty member and the geosciences chair oversees two. Dr. White commented that when she first arrived on campus she reviewed all of the departments, to include the number of faculty and the staff support assigned to each area. She noted that during the last year two part-time staff employees served the three department chairs and the faculty within those departments. She stated that with this plan, there would be one department chair and the department would be served by a full-time secretary. Dr. White responded to Mr. McElvain's comment regarding curriculum decisions. She explained that any proposals regarding curriculum changes begin with the program faculty and are taken to the college council, which is made up of faculty from the entire college. The proposals are then reviewed by the Academic Council where it is considered by all of the academic deans. She noted that this process would continue. She indicated that while there may be a perception that this merger would cause a loss of prestige for the various programs, it was her view that the faculty, their research, the courses they teach, and the relationships they build that would determine the prestige of the program and the university. She added that she looked forward to visiting with them further about the future of the program.

Dr. Gunn thanked Mr. Reynolds and Mr. McElvain for their interest in MSU and for appearing before the board.


Board Resolution

11-125. Dr. Gunn presented a resolution of appreciation for David Reyna for his service to the university as student regent (see Attachment 3). Mr. Hessing moved approval of this item as presented. Mr. Bernhardt seconded the motion and it was approved.

Adjournment

There being no further business, the meeting adjourned at 2:07 p.m.

Reviewed for submission:



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

ATTACHMENT:

1. Letter from North Texas Geological Society President regarding Department of Geosciences – 7/31/11
2. Letter from Dr. Alisa White regarding Department of Geosciences – 8/1/11
3. Resolution of Appreciation – David Reyna, Student Regent



Committee of the Whole
August 4, 2011
Attachment 1 – Page 1

PO Box 1671
Wichita Falls, Texas 76307
940-322-6000

July 31, 2011

Board of Regents
Midwestern State University
3410 Taft Blvd
Wichita Falls, TX 76308

Dear Esteemed Board Members:

The North Texas Geological Society is a group of geoscientists and other professionals who support the advancement of the geological sciences in the Wichita Falls area. We are a local chapter of the American Association of Petroleum Geologists, and our members are substantially involved in the exploration for and development of energy resources both locally and throughout Texas. Our current membership includes more than thirty alumni, faculty, and students of the Midwestern State University Geosciences Department. While there are certainly no direct ties between our organization and Midwestern State University, we consider the future of the local geology and energy industry, and hence, our organization, closely aligned with the success of Midwestern's Geosciences Department and its graduates. It is with these close ties in mind that we wish to address the Board of Regents regarding a proposed restructuring in the College of Science and Mathematics at Midwestern.

We were made aware late last week of a hasty plan to combine the current Departments of Chemistry, Geosciences, and Physics into a singular department with a chemistry professor serving as the chair of this new Department of Chemistry, Physics, and Geosciences. While we claim no expert knowledge of every benefit and ramification of such a restructuring, we would like to submit the following facts for the Board's consideration before an official vote is taken on this issue:

- I. The enrollment in the Department of Geosciences has increased steadily since 2005, and, in the 2011 spring semester, the department's total enrollment was 63 students (38 in the Geology degree program and 25 in the Environmental Science program). This far surpasses the enrollment in both the Department of Chemistry and the Department of Physics. In fact, the pre-medical program, which has long been considered one of the strongest medical school preparatory programs in the state, has only one student more than the current geosciences enrollment. While the Department of Geosciences will likely never have the enrollment numbers of business or biology, it would be hard to argue that the faculty of geosciences has not done an excellent job over the last half-decade of developing a department that recruits and graduates top-quality students. The autonomy of the

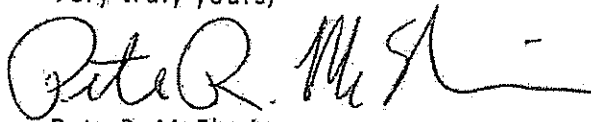
department is crucial to being able to show prospective students that ~~Midwestern is a~~ school that is serious about geosciences.

- II. The graduates of the Department of Geosciences have, with nearly 100% success, found careers in their field or been accepted to graduate school. This undoubtedly reflects highly on the impression of Midwestern's geoscience program amongst top recruiters across the state. Likewise, those alumni are proving daily that a small school like Midwestern can have a top-notch geosciences department supported by industry-recognized faculty that produces job-ready graduates. The current geoscience faculty will undoubtedly continue to work to turn out tremendous students regardless of departmental structure, but this proposed combined department would surely hinder the school's ability to recruit the high quality instructors that Midwestern deserves.
- III. Alumni of the Department of Geosciences have been enormously successful in their professional lives. At every size of corporation from small, independent oil and gas producers here in Wichita Falls to giants like Schlumberger and EOG Resources, Midwestern's geoscientists have found great careers working to help provide energy resources for the country. And like most everyone who has had success, these alumni are eager to give back to the department that helped them achieve so much. Every lawyer would love to help a future lawyer; a pilot gives a ride to an aspiring pilot to continue the love of flight; and a geologist hopes to contribute to the spark in a young geology student's mind that could find future energy reserves or solve a complex question about the Earth's formation. And while a geoscientist wishes every chemistry and physics student the very best in their studies, we have a vested interest in "our" department and its students as the future of our profession. The restructuring being considered would hamper our ability to make such a direct, definite contribution.
- IV. While all considered part of the "hard sciences," chemistry, physics, and geoscience require very different equipment, settings, and teaching techniques. While a laboratory-based chemist might question the usefulness of a class field trip to the Wichita Mountains, any geologist will tell you they learned more about their field with their "boots on the rocks" than they ever learned at a laboratory table. Having a singular department chair with one academic expertise oversee three such diverse degree programs simply cannot lead to the best education of the students in such a department.

You, the Board of Regents, no doubt have a difficult decision to make with regards to the proposed restructuring. Perhaps, the money savings of such realignment make it absolutely necessary in this time of government belt-cinching, and there may be other extreme benefits of which we are not aware. But as a group of alumni fiercely loyal to Midwestern and the Department of Geosciences, and as a local industry organization with a deep desire to see superior local graduates contribute to our professional community in the future, we ask you to please give this decision the thorough debate and consideration it deserves and evaluate all possible alternatives. We are hopeful that another course of action may be found that poses much less threat to the sovereignty and notoriety of the Department of Geosciences. We would be eager to have a representative at the next meeting of the Board to further discuss our interest in this issue and look forward to your response regarding the schedule of the same.

Thanking you, and with kindest regards, I am,

Very truly yours,

A handwritten signature in black ink, appearing to read "Pete R. McElvain", followed by a horizontal line.

Pete R. McElvain
President, North Texas Geological Society
B.S. Physics, Midwestern State University, 2002
B.S. Geosciences, Midwestern State University, 2007

cc: Dr. Jesse Rogers, President, Midwestern State University

August 1, 2011

Dear Dr. Gunn,

I'm writing to respond to concerns you've received about the academic department reorganization plan we're proposing to the Board of Regents later this week.

The primary goal of the reorganization plan is to put into place a department structure that is efficient and supports university activities all year long. Midwestern State University currently does not pay chairs for leading their departments in the summer, yet chairs are increasingly asked to do more. Chairs who teach in the summer are paid for teaching, but have no financial incentive to chair. This year, seven departments did not have full-time secretarial support (four had half-time assistants; three shared two part-time people). By reducing the number of academic departments on campus through the elimination of small departments, we plan to provide full-time secretarial support for each department, and eventually, to give each chair a small stipend to oversee department business in the summer. Current and prospective students come to campus year round, and it's important that academic department offices be open as much as possible to serve them.

The Department of Chemistry, the Department of Physics, and the Department of Geosciences have a total of 10 full-time faculty members among them. Chemistry has five, Physics has two, and Geosciences has three. Physics and Geosciences do not have enough faculty members to put together a committee such as a tenure and promotion committee without going outside the department as they're currently structured. The three departments currently share two part-time secretarial employees. The source of funds used for those part-time employees will not be available after September 1. We are finding other sources of funds even though the budget is very limited, because it's important that students and faculty be able to reach someone—optimally one person consistently—in a department office. Some of the new salary will come from hiring a beginning level secretary to replace a retiring secretary in another department and recouping the savings; some will come from waiting to hire a replacement staff member in another department for a few months, and some will come from saving \$3,000 currently paid in department chair stipends.

We are very proud of our science programs and believe our professors serve students very well. Our physics and geosciences programs, however, are small by state standards. Both landed on a Texas Higher Education Coordinating Board list this spring as low-producing programs because they didn't graduate a minimum of 25 students over a five-year period (Geosciences graduated 19; Physics graduated 7). This in no way indicates a lack of quality. Our graduates perform well, and our professors are productive. This does, however, indicate that the programs are smaller than the Coordinating Board would like and that changes may have to be made in the future.

I am always ready to receive input from alumni and industry professionals who support our academic efforts. The commitment they have to Midwestern State University is significant, and we count on their support. The letter you received from the North Texas Geological Society raises concerns that should be addressed.

- First, the Society president indicated that this reorganization is a hasty one. It is not. Rather, the interim dean of The College of Sciences and Mathematics and I have been discussing reorganization since early in the Spring semester; reorganization was also discussed with other deans as evidenced by proposals coming from two other colleges (Department of Criminal Justice combined with Department of Public Administration and Health Administration in June; later this week you'll consider a proposal from the Dillard College of Business to reorganize four departments into three). Unfortunately, we had a lapse in communication in the College of Sciences and Mathematics that I regret. These issues could have been resolved very early in the process had the communication been better. The current chair of the Department of Geosciences wrote a letter expressing her concern in July, and I asked the interim dean to let her know that I would be available to meet with her and other faculty to discuss at any time. I'm not sure why no attempts to schedule an appointment were made until last Thursday; however, we're scheduled to meet tomorrow afternoon, and my hope is that the communication issue will be resolved then.
- A second concern is that the chair of the proposed department will be a chemist rather than a geologist. This should not be a problem. A department chair is not selected because of an academic discipline. Any qualified faculty member from any of the three disciplines to be housed in the proposed department will be eligible to serve as chair. The recommendation at this time is that the chair be Dr. Randall Hallford, who happens to be chemist. If it becomes clear that a program is advantaged or disadvantaged because of the department administration, then it's the dean's job to make a change in chair.
- Another concern expressed by the Society president is that the department reorganization will hinder the university's ability to demonstrate that it is "serious about geosciences," hinder its ability to recruit high quality instructors, hamper the ability of alumni to directly contribute to faculty and students, and that consolidation chaired by a person from one discipline "simply cannot lead to the best education of the students." My experience elsewhere indicates that a good department can be composed of diverse disciplines and thrive. I offer some examples of Texas universities with multidisciplinary science departments:

West Texas A&M University

- Department of Engineering and Computer Science
- Department of Life, Earth and Environmental Sciences
- Department of Mathematics, Chemistry and Physics

Tarleton State University

- Chemistry, Geosciences, and Environmental Science
- Engineering and Physics

Texas A&M Kingsville

- Physics & Geosciences
- Biological and Health Sciences

UT Pan American

- Physics and Geology

UT Permian Basin

- Physical Sciences (includes programs below)
 - Chemistry
 - Earth Sciences
 - Environmental Science
 - Geography
 - Geology
 - Physics

Sam Houston State University

- Department of Geography and Geology

Texas Woman's University

- Chemistry & Physics

The list above is not exhaustive, but demonstrates that interdisciplinary departments are common. I don't believe any of the universities listed above send the signal that they do not care about their programs. I can give many more examples of multidisciplinary departments outside the sciences if you wish.

To summarize, we are looking to change our organizational structure to create efficiencies, to be able to meet what will certainly be more requirements made of department chairs and staff, and in the future, to find a way to compensate chairs for their summer work.

If you need more information, please let me know. I appreciate the consideration of the Regents.

Best,

Alisa White
Provost & Vice President for Academic Affairs
Midwestern State University
3410 Taft Boulevard
Wichita Falls, Texas 76308-2099

**MIDWESTERN STATE UNIVERSITY
RESOLUTION OF APPRECIATION**

August 4, 2011

WHEREAS, David Reyna was appointed by Texas Governor Rick Perry to serve as MSU Student Regent, the highest position to which a student can be appointed while enrolled in Texas public higher education, and

WHEREAS, Mr. Reyna served in this position with distinction from June 1, 2010, until May 31, 2011, and

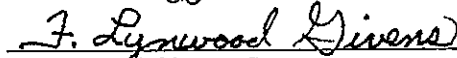
WHEREAS, he represented the students of Midwestern State University in discussions regarding key issues in higher education and provided input in decisions affecting the future of the university,

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

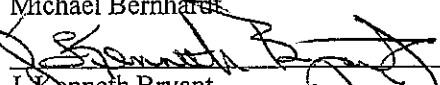
BE IT FURTHER RESOLVED that this Resolution be made a part of the permanent minutes of this Board and that a copy be presented to Mr. Reyna as a token of the university's gratitude and appreciation.

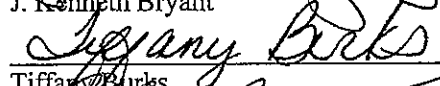

Carol Carlson Gunn, Chair



Shawn Hessing, Vice Chairman

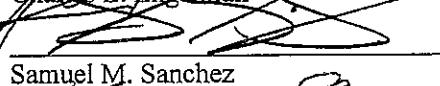

F. Lynwood Givens, Secretary


Michael Bernhardt

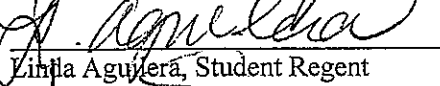

J. Kenneth Bryant

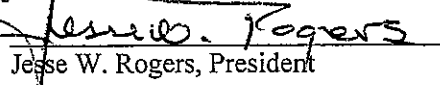

Tiffany Burks


Charles E. Engelman


Samuel M. Sanchez


Jane W. Spears


Linda Aguilera, Student Regent


Jesse W. Rogers, President



**MINUTES
BOARD OF REGENTS
MIDWESTERN STATE UNIVERSITY**

August 5, 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, August 5, 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; Mr. Charles Engelman; Mr. Sam Sanchez; Ms. Jane Spears; and Student Regent Linda Aguilera.

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. Howard Farrell, Vice President for University Advancement and Student Affairs. Other university personnel attending the meeting included Dr. Keith Lamb, Associate Vice President for Student Affairs; 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; Ms. Treva Clifton, Chair of the MSU Staff Senate; Mr. Nick Gipson, Academic Advisor and Internship Coordinator in the Dillard College of Business Administration; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the news media were Mr. Mr. Chris Collins, editor of *The Wichitan*, and Ms. Ann Work, reporter for the *Times Record News*.

Chair Gunn called the meeting to order at 9:01 a.m. and Ms. Gaynor 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

11-163, 164, and 165. Minutes of the regular and special Board of Regents meetings May 12, 13, and 27, 2011, were approved as presented.

Executive Committee Report

Dr. Gunn noted the items presented at the Executive Committee meeting for committee approval only and the item removed from the agenda. Information concerning these items may be found in the minutes of the Executive Committee meeting held August 4, 2011.

Items Presented for Committee Approval Only

11-126. Committee Minutes, 5/12/11 – approved by Committee as presented.

11-127. Committee Minutes, 7/20/11 – approved by Committee as presented.

Item Removed from the Agenda

11-129. Wichita Falls Museum of Art at Midwestern State University Advisory Board of Directors

Executive Committee Consent Agenda

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

11-128. Housing and Residence Life Market Study – authorized the administration to proceed with planning for additional housing on the MSU campus, to include site and finance studies, and a Request for Qualifications (RFQ) for architect selection.

11-130. Naming of Facility – approved changing the name of the university home located at 4014 Taft Boulevard to Fraternity Commons.

11-131. Proceeds from Sale of Property – approved the following with regard to the proceeds from the sale of university property at 2708 Hamilton Boulevard.

- 1) An amount totaling \$182,269.77 will be returned to university deferred maintenance funds;
- 2) the remaining funds will be used to establish a quasi-endowment fund to be named the Frank and Nancy Harvey Student Development Fund;
- 3) ninety-three percent of the earnings from this fund will be transferred to a board restricted account to be used for student development efforts at Midwestern State University, to include the funding of scholarships, at the discretion of the president;
- 4) seven percent of the earnings from this fund will be retained in the quasi-endowment fund; and
- 5) the president must submit an annual report to the Board of Regents in November of each year concerning the use of these funds during the previous fiscal year.

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

Finance and Audit Committee Report

Mr. Hessing noted the item presented at the Finance and Audit Committee Meeting for committee approval only. Information concerning this item can be found in the minutes of the Finance and Audit Committee meeting held August 4, 2011.

Item Presented for Committee Approval Only

11-132. Committee Minutes, 5/12/11 – approved by Committee as presented.

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.

- 11-133. Review and Acceptance of Financial Reports – accepted the monthly financial reports for April, May, and June, 2011.
- 11-134. Financial Disclosure Statements - accepted the 2010 Financial Disclosure Statements for the President, the Vice President for Administration and Finance, and the Controller.
- 11-135. Internal Audit Plan -2011-2012 – approved the plan as presented.
- 11-136. University Accounts – authorized the individuals to sign on university bank accounts, purchase and sell investment instruments, perform normal banking transactions, and sign appropriate personnel retirement documents as presented.
- 11-137. FY 2010-2011 Items \$50,000 & Under Approved by President – ratified changes as presented.
- 11-138. Salary/Title/Position Changes in 2010-2011 Budget Approved per Board Authorization – ratified the changes as presented.
- 11-139. MSU University Center Fee Increase – authorized increasing the University Center Fee from \$15 per student each long semester and \$7.50 per student each summer session to \$35 and \$17.50 respectively, effective with the spring 2012 semester.
- 11-140. Technology Fee/University Designated Tuition – authorized reducing the Technology Fee by \$2 per semester credit hour and increasing University Designated Tuition by \$2 per semester credit hour effective with the spring 2012 semester.
- 11-141. Operating Budget for Fiscal Year 2012 – approved the \$94,154,646 operating budget for the 2011-2012 fiscal year 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. Engelman noted the items presented at the Investment Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Investment Committee meeting held August 4, 2011.

Item Presented for Committee Approval Only

- 11-142. Committee Minutes, 5/12/11 – approved by Committee as presented.

Item Presented for Information Only

- 11-143. Investment Policy

Investment Committee Consent Agenda

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

11-144. Review and Acceptance of Investment Report – accepted the third quarter 2011 Investment Report.

11-145. Approval of Brokers/Dealers, Investment Vehicles, and Asset Holding Accounts – approved the lists as presented.

Dr. Gunn asked if there were items any member wanted to remove from the Consent Agenda. There being none, Dr. Givens seconded Mr. Engelman'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 August 4, 2011.

Item Presented for Committee Approval Only

11-146. Committee Minutes, 5/12/11 – approved by Committee as presented.

Items Presented for Information Only

11-147. Faculty Report

11-148. Staff Report

11-149. Enrollment Reports – Summer 2011

Personnel and Curriculum Committee Consent Agenda

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

11-150. August 2011 Graduating Class – approved the list of candidates for graduation.

11-151. Modification of University Organization Chart – approved changes to the university organization chart as presented.

11-152. Academic Department Consolidations – approved the reorganization of academic departments as presented.

- Dillard College of Business Administration department structure changed to the following:

Accounting and Management Information Systems (MIS)
Economics, Finance and Legal Studies
Management and Marketing

- College of Science and Mathematics

Combined the current Department of Chemistry, Department of Physics, and Department of Geosciences, into one Department of Chemistry, Physics, and Geosciences.

11-153. *MSU Policies and Procedures Manual* Changes – approved changes to Policy 4.181 – Information Systems Policies and Procedures as presented.

11-154. Emeritus Status – approved emeritus status for Dr. Karen Rogers, Associate Professor of English, following 31 years of service to the university.

11-155. Tenure – approved granting tenure to Dr. Timothy Justus in Music.

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

Student Services Committee Report

Mr. Engelman noted the items presented at the Student Services Committee Meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Student Services Committee Meeting held August 4, 2011.

Item Presented for Committee Approval Only

11-156. Committee Minutes, 5/12/11 – approved by Committee as presented.

Item Presented for Information Only

11-157. Student Government Report

Student Services Committee Consent Agenda

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

11-158. Code of Student Conduct – approved changes to the MSU Code of Student Conduct as presented.

Dr. Gunn asked if any member wanted to remove this item from the Consent Agenda. There being none, Mr. Hessing seconded Mr. Engelman'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 August 4, 2011.

Item Presented for Committee Approval Only

11-159. Committee Minutes, 5/12/11 – approved by Committee as presented.

Item Presented for Information Only

11-160. Summary of Financial Support - 9/1/10 – 6/30/11

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 August 4, 2011.

Item Presented for Committee Approval Only

11-161. Committee Minutes, 5/12/11 – approved by Committee as presented.

Item Presented for Information Only

11-162. Athletics Status Report

Other Business

Board of Regents Meeting Dates – 2011-2012

11-166. Dr. Gunn noted that the proposed meeting dates were presented in the agenda. She asked if any member knew of a conflict with these dates. There being no response the dates were accepted as presented.

Board of Regents Committee Appointments – 2011-2012

11-167. Dr. Gunn stated that the new Executive Committee members would assume their duties September 1, 2011. She noted that she had made minor changes to the committee appointments for the year and distributed a copy of the new committee list (see Attachment 1). She thanked the board members for their service on the various board committees.

President's Report and Discussion

11-168. Dr. Rogers presented the following information.

- A. Construction Update - Dr. Rogers noted that a copy of the construction report would be distributed to the board (see Attachment 2). He added that the Ligon project was moving forward on schedule and within budget. He stated that the energy efficiency

upgrade was also underway and the project should be completed by the end of December.

- B. SACS Accreditation Process – Dr. Rogers reported that the university is preparing for its visit from the Commission on Colleges of the Southern Association of College and Schools. Accreditation of higher education institutions must be reaffirmed every ten years. He added that the accreditation effort involves the entire university, including the Board of Regents. Dr. Rogers stated that Dr. Bob Clark would have presented the report but that Dr. White would present the report in his place.

Dr. White applauded the faculty and the institutional research personnel for their efforts with the fifth-year report. She noted that the faculty worked to ensure learning outcomes for every course, established rubrics, provided data, and wrote reports. The institutional research team worked long hours handling the data that were provided by the faculty.

Dr. White stated that the university would submit a report to SACS in the fall of 2012. This report will document the university's compliance with certain comprehensive standards and principles of accreditation. The report will be reviewed by an off-site review team made up of university faculty and administration from colleges and universities from throughout this region of the United States. Dr. White noted that every academic program must have identified measurable student learning outcomes and the institution must provide evidence that the outcomes are met. Following its review, the off-site review team will submit a report to the university. The university must then answer any questions the team might have. This will be followed by a site team visit to the MSU campus in April 2013. Dr. White noted that if there are no areas of concern following the off-site review, the site team will not look at anything on campus other than the Quality Enhancement Program (QEP). She explained that the QEP is a project or plan that is intended to transform the institution. It must be something the institution needs, there must be adequate financial support, and it must have support from the campus community. She added that the MSU website contains a site to provide people an opportunity to submit ideas for the QEP. The project cannot be started until 2013. The site team will review the plan and determine if it is transformative and if the university has the resources to complete the project. Dr. White noted that the site team members will talk to faculty, staff, students, and regents. It will be expected that everyone at the university knows about the QEP.

Dr. Givens asked about the assurance of learning for each course and if it was possible to compare a differential equations class at MSU to a similar course at the University of Houston. Dr. White responded that MSU uses nationally normed Subject Field Tests in various disciplines. In this way the faculty and administration can see where MSU students rank with students nationally.

Dr. Rogers noted that he would keep the board informed during the process.

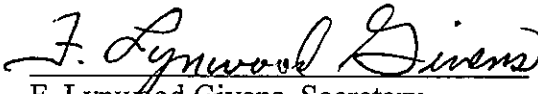
- C. University Strategic Planning, including Campus Master Plan – Dr. Rogers stated that it was time to finalize and evaluate the current strategic plan and move forward

with a new plan. He noted that the strategic plan would include a campus master plan. He added that Mr. Sandoval and Mr. Owen are doing preliminary work on the campus master plan. Dr. Rogers stated that the strategic planning effort would begin during the fall semester.

Adjournment

There being no further business, the meeting was adjourned at 9:40 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 August 5, 2011.


F. Lynwood Givens, Secretary

ATTACHMENTS:

1. Board Committee List 2011-2012
2. Construction Update

**Board of Regents
Committee Assignments
September 1, 2011**

Executive Committee (elected positions)

Carol Gunn, Chair
Shawn Hessing, Vice Chairman
Kenny Bryant, Secretary
Jane Spears, Member-At-Large

Finance and Audit Committee

Shawn Hessing, Chairman
Mike Bernhardt
Charles Engelman
Lynwood Givens

Investment Committee

Charles Engelman, Chairman
Mike Bernhardt
Kenny Bryant
Jane Spears

Personnel & Curriculum Committee

Lynwood Givens, Chairman
Tiffany Burks
Sam Sanchez
Jane Spears

Student Services Committee

Sam Sanchez, Chairman
Tiffany Burks
Charles Engelman
Lynwood Givens

University Development Committee

Jane Spears, Chair
Mike Bernhardt
Kenny Bryant
Tiffany Burks

Athletics Committee

Kenny Bryant, Chair
Mike Bernhardt
Shawn Hessing
Sam Sanchez



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Memorandum

Date: July 27, 2011
To: Juan Sandoval
From: Rich Frank
Subject: Construction Projects Status Report

The status of current construction projects is as follows:

LIGON: Phase II - \$6.7 MM

- Five Locker Room project substantial completion issued in early August; area is now occupied.
- Three Locker Room construction ~65% complete and on schedule.
- Don Flatt Gym construction ~85% completed. Court resurfacing and striping, as well as wall logos, remain.
- Concessions, restrooms, doors, windows, and electrical infrastructure (Package 2) bids received on July 6th. Bid negotiations and clarifications ongoing to establish GMP which is expected by July 28th.

ENERGY EFFICIENCY UPGRADES: - \$2.5MM

- Completed design, received bids, and issued POs with the Executive Committee's approval for seven energy conservation measures. All work to be completed by the end of December.

SOFTBALL LOCKER ROOM AND BATTING FACILITY: - \$475k

- Building construction complete and facility is occupied; some punch list items remain.

BOLIN HVAC INDOOR AIR QUALITY ISSUES: - \$198k

- Installation of exhaust systems in two labs to be completed before class begins in mid August.

CLARK STUDENT CENTER ELECTRICAL UPGRADE: ~\$150k

- Peirce Electric was awarded the contract.
- Construction in progress with complete electrical shutdown and switch over scheduled for December 16-19.

CLARK STUDENT CENTER FIRE SPRINKLER REPLACEMENT: ~\$178k

- Pac Systems was awarded the contract.
- Construction to begin after design plans are generated and approved.

McCULLOUGH-TRIGG ELEVATOR SHAFT REPLACEMENT: - \$75k

- PO issued for replacement of a leaking elevator shaft cylinder in this dorm. Awaiting delivery of the elevator shaft cylinder.

CARPET REPLACEMENT PROJECT: - \$64K

- Replaced worn out carpet in seven classrooms and several office areas in Bolin. The large lecture hall (108) in Bridwell, International Services in Hardin South, and Music in Fain Fine Arts had new carpet installed, too.

TUNNEL SYSTEM CEILING REPAIRS: - ~\$60k

- Two ceiling areas (~100 SF) of the tunnel are releasing large concrete pieces on to the tunnel floor. A repair design was completed and has been issued for bids to address this safety issue.

MASTER PLAN DEVELOPMENT PROJECT: - <\$50K

- Initiated the process for development of an updated master plan for campus construction. Awaiting a proposal from Harper Perkins Architects prior to proceeding.

LJR STREET LIGHTING ENHANCEMENTS: - \$45k

- Davis Electric began construction and project is 95% complete. Expected completion early August.

CLARK STUDENT CENTER DIMMING PROJECT: - \$41k

- Project was completed on time and within budget.

AUTISM HOUSE RENOVATIONS: - \$25k

- Replaced windows, added insulation, and installed a new upstairs A/C unit to improve energy efficiency in the house.

BRIDWELL HVAC/HUMIDITY ISSUES: - \$6k

- Approximately one third of the variable air volume box dampers were replaced this spring, however, system retesting determined more dampers have since failed and must be repaired before system calibration efforts can conclude.

SIKES HOUSE:

- Exterior painting and soffit repairs for rotted boards and peeling paint nearing completion; plan to complete in August.