

Midwestern State University Board of Regents Meetings



May 8 and 9, 2014

Midwestern State University

Board of Regents Meetings

Schedule

Thursday, May 8, 2014

1:30 p.m.	Committee of the Whole Meeting
	Executive Committee Meeting
	Academic and Student Affairs Committee Meeting
	Finance Committee Meeting
	Audit, Compliance, and Management Review Committee Meeting

Friday, May 9, 2014

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

Shawn G. Hessing, Chairman
Michael Bernhardt, Vice Chairman
J. Kenneth Bryant, Secretary
Tiffany D. Burks
R. Caven Crosnoe
F. Lynwood Givens, Ph.D.
Jeff Gregg
Nancy Marks
Samuel M. Sanchez
Shelby Davis, Student Regent

Midwestern State University Administration

Dr. Jesse W. Rogers, President

Ms. Debbie Barrow, Director, Board and Government Relations

Dr. Francine Carraro, Director, Museum

Mr. Barry Macha, General Counsel

Mr. Mike Taylor, Internal Auditor

Dr. Betty H. Stewart, Provost and Vice President for Academic Affairs

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

Ms. Naoma Clark, Director, Academic Success Center

Ms. Darla English, Registrar

Dr. James Johnston, Dean, Robert D. and Carol Gunn College of Health Sciences and Human Services

Dr. Lynn Little, Dean, College of Science and Mathematics

Dr. Terry Patton, Dean, Dillard College of Business Administration

Dr. Jim Sernoe, Interim Dean, Lamar D. Fain College of Fine Arts

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

Dr. Larry Williams, Director, International Programs

Dr. Deborah R. Garrison, Associate Vice President for Academic Affairs & Dean, Graduate School

Dr. Clara Latham, University Librarian

Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance

Mr. Chris Stovall, Controller

Ms. Dawn Fisher, Interim Director, Human Resources

Ms. Valarie Maxwell, Director, Budget and Management

Mr. Kyle Owen, Associate Vice President for Facilities Services

Ms. Kathy Rice, Director, Payroll

Mr. Stephen Shelley, Director, Purchasing

Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management

Dr. Randy Glean, Director, International Services

Ms. Leah Vineyard, Interim Director, Admissions

Ms. Kathy Pennartz-Browning, Director, Student Financial Aid

Mr. Dan Williams, Chief, University Police

Mr. Matthew Park, Associate Vice President for Student Affairs & Dean of Students

Ms. Cammie Dean, Director of Student Development and Orientation

Dr. Joey Greenwood, Director of Recreational Sports/Wellness Center

Ms. Debra Higginbotham, Director, Disability Support Services

Dr. Pam Midgett, Director, Counseling Center

Dr. Michael Mills, Director, Housing and Dining Services

Mr. Dail Neely, Director, Student Conduct & Clark Student Center

Mr. Dirk Welch, Director, Career Management and Testing Services

Dr. Keith Williamson, Medical Director, Vinson Health Center

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

Mr. Randy Kirkpatrick, Chief Information Officer

Mr. Mark McClendon, Director, Institutional Research and Assessment

Dr. Pam Morgan, Director, Continuing, Professional, and Distance Education

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

Ms. Julie Gaynor, Director, Marketing and Public Information

Ms. Leslee Ponder, Director, Alumni Relations

Mr. Steve Shipp, Director, University Development

Mr. Charlie Carr, Director of Athletics

Mr. Doug Elder, Head Men's Soccer Coach

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

Mr. Nelson Haggerty, Head Men's Basketball Coach

Ms. Noel Johnson, Head Women's Basketball Coach

Mr. Scott Linn, Head Tennis Coach

Mr. Bill Maskill, Head Football Coach

Mr. Kurt Portmann, Executive Associate Director of Athletics

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

Mr. Jeff Ray, Head Golf Coach and Coordinator, Champs Life Skills Program

Mr. Trey Reed, Sports Information Director

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

Mr. Brady Tigert, Head Softball Coach

Mr. Jeff Trimble, Head Women's Soccer Coach

Mr. Kyle Williams, Associate Director of Athletics, Development

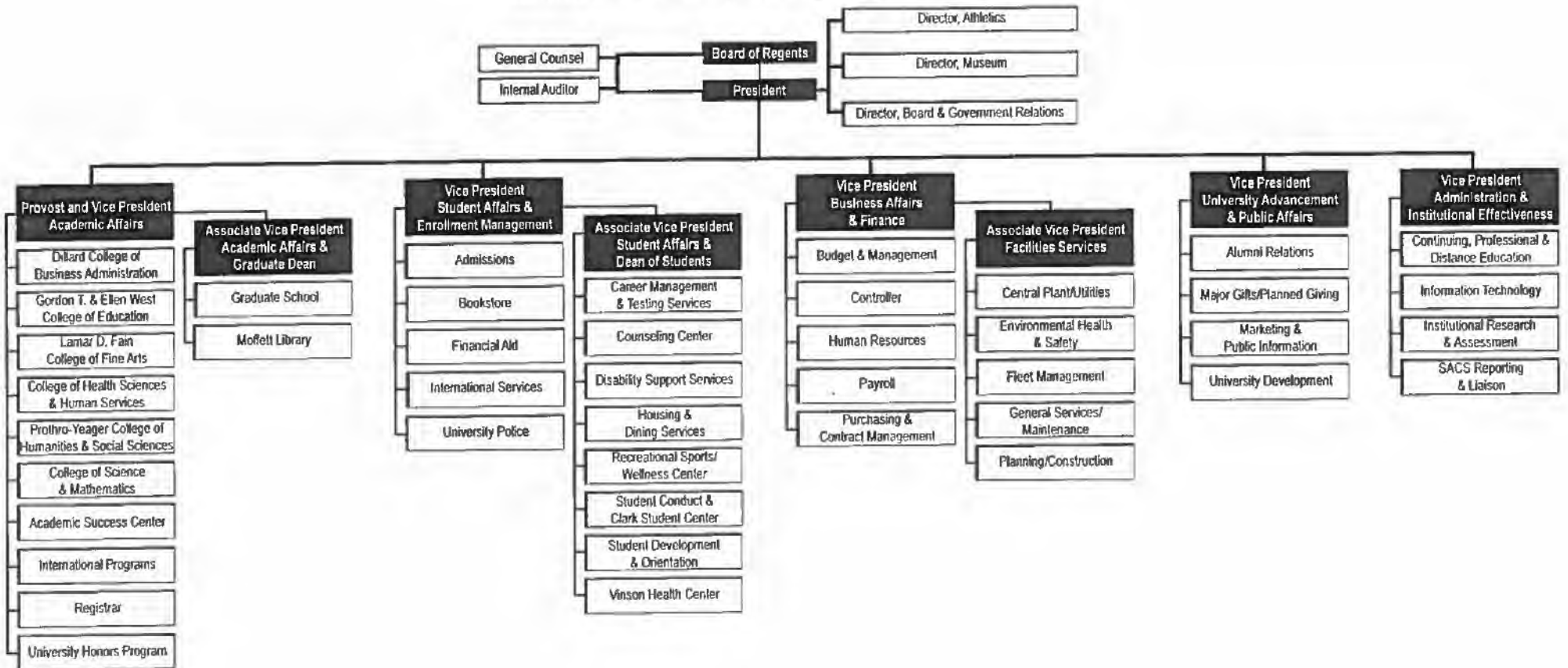
Vacant, Strength and Conditioning Coach

Dr. David Carlston, Chairman, MSU Faculty Senate

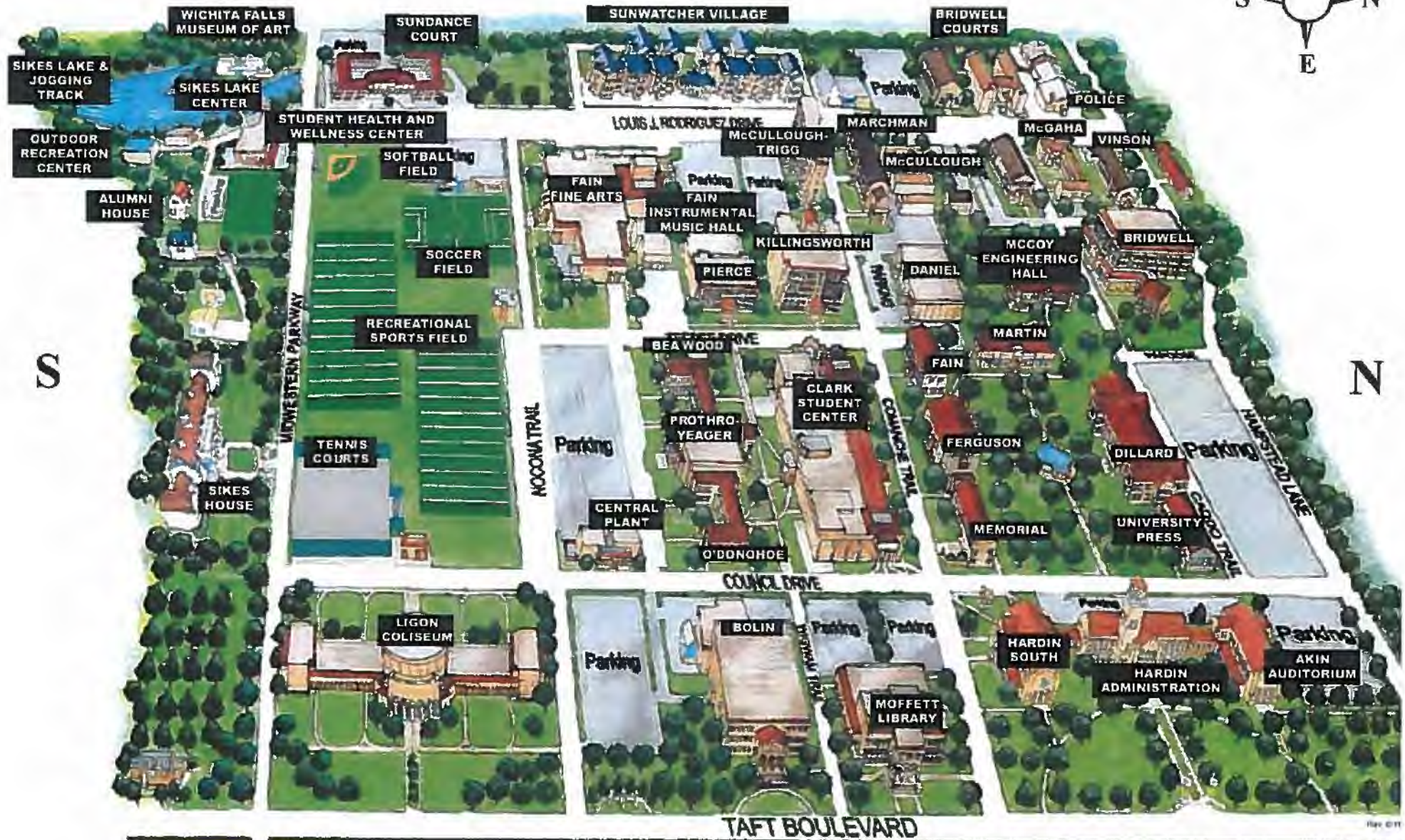
Mr. Dirk Welch, Chairman, MSU Staff Senate

Ms. Melody Coffey, President, MSU Student Government Association

Midwestern State University Organization Chart



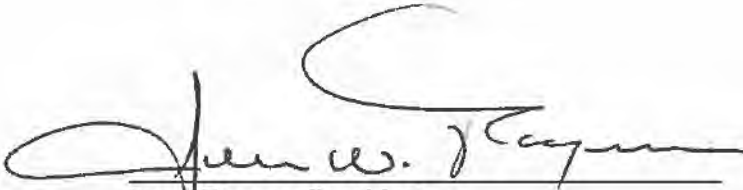
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Financial Certification

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



Jesse Rogers, President



Marilyn Fowlé, Vice President for
Business Affairs and Finance

April 23, 2014
Date

COMMITTEE OF THE WHOLE

**Board of Regents Meeting
May 8, 2014
1:30 p.m.**

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

The Board of Regents of Midwestern State University (MSU) may deliberate and take action regarding any item on this agenda. This meeting will be continuous in that the Board reserves the right to take any agenda item out of the order or sequence that is listed below. The Board reserves the right to discuss any properly posted items in Executive Session whenever legally justified in accordance with the Texas Government Code Chapter 551.

Call to Order

Introduction of Visitors

Opening Comments

Public Comment

A public comment period will be provided in accordance with MSU Policy 2.22.

Discussion of Higher Education Issues

14-84. The Board of Regents will have an opportunity to discuss current issues in higher education to include state and national trends and challenges.

Resolutions

14-85. Board resolutions will be presented as necessary, including resolutions for retiring regents, Jane Carnes and Charles Engelman.

Appointment of Board Committees

14-86. Chairman Hessing will appoint board committees (see Attachment 14-86).

Executive Session

14-86A. The Board may convene in Executive Session as necessary to consider the matters permissible under Chapter 551 of the Texas Government Code, including:

- a. Government Code, Chapter 551, Section .071 – Consultation with Attorneys Regarding Legal Matters, Pending and/or Contemplated Litigation, or Settlement Offers, or on a Matter in which the Duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly Conflicts with Chapter 551 of the Texas Government Code.
- b. Government Code, Chapter 551, Section .072 - Deliberations Regarding the Purchase, Exchange, Lease, or Value of Real Property.
- c. Government Code, Chapter 551, Section .073 - Deliberations Regarding a Negotiated Contract for a Prospective Gift or Donation.
- d. Government Code, Chapter 551, Section .074 – Personnel Matters Relating to the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of Officers or Employees, or to Hear a Complaint or Charge Against an Officer or Employee.

COMMITTEE OF THE WHOLE
ATTACHMENT

**Board of Regents
Committee Assignments
May, 2014**

Executive Committee (elected positions)

Shawn Hessing, Chairman
Mike Bernhardt, Vice Chairman
Kenny Bryant, Secretary
Vacant, Member-At-Large

Academic and Student Affairs Committee

Lynwood Givens, Chairman
Kenny Bryant
Tiffany Burks
Sam Sanchez

Finance Committee

Mike Bernhardt, Chairman
Caven Crosnoe
Lynwood Givens
Jeff Gregg

Audit, Compliance, and Management Review Committee

Sam Sanchez, Chairman
Tiffany Burks
Jeff Gregg
Nancy Marks

EXECUTIVE COMMITTEE

Executive Committee

Membership

Shawn Hessing, Chairman
Mike Bernhardt, Vice Chairman
Kenny Bryant, Secretary
Vacant, Member-At-Large

Reading and Approval of Minutes

14-87. The minutes of the Executive Committee meeting February 13, 2014, will be recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 14-87.

Campus Master Plan and Construction Update

14-88. Information regarding current construction and repair and rehabilitation projects will be presented (see Attachment 14-88).

Capital Expenditure Plan (MP1) Report - FY 2015-2019

14-89. The Texas Higher Education Coordinating Board (THECB) requests an update of the university's five-year plan for construction, land acquisition, information resource projects, and major repair and renovation projects each year. The report includes projects that may be considered within the next five years, regardless of funding source, to include

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

The proposed plan is shown as Attachment 14-89. Current active projects previously approved by the Board of Regents will not appear on the proposed list. The deadline for submitting this report to THECB is June 30, 2014.

Football Offices

14-90. In 2008, the football administrative offices were temporarily relocated to houses at 2508 and 2510 Hampstead. Space limitations in Ligon did not allow for these offices to be relocated to Ligon as originally planned. To improve the conditions of the temporary space, it will be recommended that the offices be relocated to a portion of the Christ Academy building. Renovation of the 5,200 gross square foot area would proceed after drawings are developed and the construction work is bid. Expected completion would be late in the fall of 2014 and the \$350k project would be funded by Higher Education Assistance Funds (HEAF) (infrastructure only) and budgeted carry-forward funds.

Legislative Appropriations Request (LAR)

14-91. The Legislative Appropriations Request (LAR) for the biennial period of FY 2016 and FY 2017 will be prepared during the next few months in compliance with directives of the Legislative Budget Board and the Governor's Office of Budget, Planning, and Policy. While specific instructions have not yet been received, the administration will present

information and make recommendations concerning items to be included in the request. Specifically, the administration will recommend a request for Tuition Revenue Bond (TRB) funding, as well as an exceptional item request (see Attachment 14-91).

Holiday Schedules for Staff Employees – 2014-2015

14-92. The holiday schedules for Midwestern State University staff employees for the 2014-2015 fiscal year will be recommended for approval as shown in Attachment 14-92.

Naming of University Facilities

14-93. The administration will recommend the naming of university facilities as necessary, including the facilities the university purchased from Christ Academy.

EXECUTIVE COMMITTEE
ATTACHMENTS



Facilities Services
3410 Taft Boulevard Wichita Falls, Texas 76308-2099
o 940.397.4648 f 940.397.4859

Construction Projects Status Report – Item 14-89

Projects completed since February 2014 Board of Regents meeting include:

1. STUDENT INITIATIVE FOR MORE BENCHES (7), TABLES (23), AND BIKE RACKS (6) ON CAMPUS (\$42K).
2. WFMA – EXTERIOR LIGHTING UPGRADE (\$7K).

Ongoing projects:

PARKING CONSULTANT: - \$30k

- Assess current parking conditions and needs and assist in preparing for a 7500+ student campus.
- Explore parking resource allocation strategies and identify options for improvement.
- PO issued in mid-April to DeShazo Group, Dallas.

LIBRARY CONSULTANT: - \$30k

- Investigate space management options to improve the efficiency of the collection.
- RFQ issued mid-April; submissions due in mid-May.

LANDSCAPE IMPROVEMENTS, BEAWOOD/PIERCE/CSC AREA: - \$300k

- Improve campus' most heavily trafficked footpath between Clark Student Center, Pierce Hall, and Beawood Hall during the summer and fall of 2014.
- Develop a landscaping master plan for old Teepee Drive area.
- PO issued for landscaping designs.

WIGWAM TRAIL RECONSTRUCTION & DRAINAGE IMPROVEMENTS: - \$195k

- Remove and replace roadway surface on Wigwam Trail between Moffett and Bolin.
- Project has been delayed until FY15 so that landscape improvements can be funded.

ADDITIONAL PROJECTS <\$100k:

Projects in process scheduled for completion during the summer include:

- Install backup generator for critical equipment at Bolin (\$55k).
- Replace Beawood PC lab roof (\$14k).
- Replace windows in WFMA rooms 102 and 104 (gift=\$13.6k).
- Replace ceiling and increase lighting in Moffett entrance area (\$13.4k).
- Install motion detector light switches in all PC labs (\$12k).

Projects Status

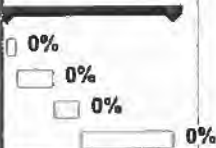
ID	Task Name	Start	Finish	2013												2014												2015											
				J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
1	McCoy Engineering Hall Addition	Wed 8/1/12	Fri 5/30/14																																				
2	Design	Wed 8/1/12	Fri 11/30/12																																				
3	Bid	Mon 12/3/12	Thu 2/28/13																																				
4	Construction	Fri 3/1/13	Tue 4/1/14																																				
5	Estimated completion date per 8-9-12 BOR meeting	Fri 5/30/14	Fri 5/30/14																																				
6																																							
7	Museum Renovation	Fri 2/15/13	Fri 1/3/14																																				
8	Design	Fri 2/15/13	Mon 4/22/13																																				
9	Abatement	Mon 3/11/13	Fri 4/12/13																																				
10	Bid	Tue 4/23/13	Tue 5/14/13																																				
11	Construction	Wed 5/15/13	Fri 8/2/13																																				
12	HVAC & exterior lighting replacement	Mon 6/3/13	Fri 11/1/13																																				
13	Misc (furniture, scissor lift, scrubber, appliances)	Mon 6/3/13	Fri 1/3/14																																				
14																																							
15	Joe B. Hood Research Lab at Dalquest	Thu 10/10/13	Mon 10/27/14																																				
16	Phase 1 - Small building & infrastructure	Thu 10/10/13	Mon 10/27/14																																				
17	RFQ development	Thu 10/10/13	Fri 11/22/13																																				
18	Firm selection	Mon 11/25/13	Fri 12/13/13																																				
19	Proposal	Mon 12/16/13	Fri 2/21/14																																				
20	Design	Mon 2/24/14	Mon 6/9/14																																				
21	Construction	Tue 6/10/14	Mon 10/27/14																																				
22																																							
23	Wigwam Trail Reconstruction - ON HOLD AS OF MARCH 2014	Mon 1/13/14	Fri 8/15/14																																				
24	Design	Mon 1/13/14	Fri 4/4/14																																				
25	Bid	Mon 4/7/14	Fri 5/9/14																																				
26	Construction	Mon 5/12/14	Fri 8/15/14																																				
27																																							
28	Museum External Improvements	Mon 3/3/14	Fri 5/22/15																																				
29	Parking and roadway	Mon 3/17/14	Fri 3/6/15																																				
30	Design	Mon 3/17/14	Fri 6/13/14																																				
31	Bid	Mon 6/16/14	Fri 8/8/14																																				
32	Construction	Mon 8/11/14	Fri 3/6/15																																				
33	Pavilion	Mon 3/3/14	Fri 5/22/15																																				
34	Design	Mon 3/3/14	Fri 6/20/14																																				
35	Bid	Mon 6/23/14	Fri 8/15/14																																				
36	Construction	Mon 8/18/14	Fri 5/22/15																																				
37																																							
38	Landscape Improvements	Mon 3/17/14	Fri 1/30/15																																				
39	Design, master planning	Mon 3/17/14	Fri 6/6/14																																				
40	Detailed civil design	Mon 6/9/14	Fri 8/1/14																																				
41	Bid	Mon 8/4/14	Fri 9/12/14																																				
42	Construction	Mon 9/15/14	Fri 1/30/15																																				

Page 2

EXHIBIT A-10-2014-001

Projects Status

ID	Task Name	Start	Finish	2013												2014												2015													
				J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	
43	Football Administration																																								
44		Mon 4/21/14	Fri 11/28/14																																						
45		Abatement	Mon 4/21/14	Fri 5/2/14																																					
46		Design	Mon 5/5/14	Fri 6/20/14																																					
47		Bid	Mon 6/23/14	Fri 7/25/14																																					
48	Construction	Mon 7/28/14	Fri 11/28/14																																						



Status of Board-Approved Construction Projects

Project	BOR Project Approval Date	Architect/Engineering Firm Approved	BOR Approved Project Budget	Encumbered/Spent Dollars	Additional Projected Costs	Total Project Cost	Over/Under Budget
McCoy Engineering Hall Addition	5/11/2012	5/10/2012 Harper Perkins Architects Local/HUB Vendor	\$1,665,000	\$1,721,651	(\$30,000)	\$1,691,651	(\$26,651) *
Museum Renovation	2/15/2013	1/17/2006 Bundy, Young, Sims, & Potter Local Vendor	\$755,440	\$715,180	\$40,260	\$755,440	\$0
Joe B. Hood Research Lab at Dalquest	2/15/2013, 2/14/2014	-	\$850,000	\$209,302	\$640,698	\$850,000	\$0
Wigwam Trail Reconstruction	8/8/2013	ID/IQ-Cornerstone Engineering Local Vendor	\$195,000	\$5,000	\$0	\$195,000	\$190,000 **
Museum External Improvements	2/14/2014	1/17/2006 Bundy, Young, Sims, & Potter Local Vendor	\$850,000	\$71,130	\$778,870	\$850,000	\$0
Football Administration	5/9/2014	ID/IQ Harper Perkins Architects Local/HUB Vendor	\$300,000	\$0	\$300,000	\$300,000	\$0

*=Advised BOR during 11/8/13 meeting.

**=Delayed until FY15.

**Midwestern State University
Legislative Appropriations Request
Exceptional Item Funding Requests
Fiscal Years 2016 and 2017**

I. Tuition Revenue Bond for Academic Expansion and Revitalization Project

The administration requests authorization to include a Tuition Revenue Bond (TRB) request as part of Midwestern State University's Legislative Appropriations Request (LAR) at an amount not to exceed \$73 million. Current guidelines on debt service allow \$59 million to be covered by a general revenue appropriation from the state. The administration will evaluate the final request when instructions are received from the Legislative Budget Board. Depending on the TRB request allowed, supplemental funding of Higher Education Assistance Funds (HEAF) and/or gift funds may be required to complete the project.

The proposed TRB project would be an Academic Expansion and Revitalization project. This project would include \$61 million for new facilities for the Gunn College of Health Science and Human Services, including an annex for Athletic Training and Exercise Physiology. The project would also address \$9 million in deferred maintenance, and \$3 million for the relocation of Information Technology.

II. College Access and Success Program for Economically Disadvantaged Students

With the well-documented need for the state of Texas to educate underrepresented groups, primarily Hispanic, and as evidenced by the Texas Higher Education Coordinating Board's Closing the Gaps by 2015 program, the administration requests approval of an exceptional item related to recruitment and support of Hispanic students in higher education. As a partnership between MSU, Vernon College, and the Wichita Falls Independent School District, the exceptional item seeks funds to engage Café Con Leche (working with the Zavala Hispanic Cultural Initiative) in four areas: community events outlining the paths to college; financial aid workshops; early intervention programs targeting middle school students and their families; and a mentoring program for college students. While the Hispanic proportion of this fall's freshman class was 20.2%, and therefore greater than that of Wichita County at 17.5%, it is significantly less than that of Texas at 38.2%. With this exceptional item, MSU and its partners will be in a better position to affect Hispanic access and success at college.

Holiday Schedule 2014-2015

Schedule I

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

Date	Holiday	No. of Days
September 01, 2014	Labor Day	1
November 27 – 28, 2014	Thanksgiving	2
December 22 – 31, 2014	Christmas	8
January 1 – 2, 2015	New Year's	2
January 19, 2015	Martin Luther King Day	1
March 19 – 20, 2015	Spring Break	2

Schedule I – Total Holidays 16*

***The university will be closed Monday, May 25, 2015 for Memorial Day. Employees on Schedule I, the four-day workweek, will work Friday of that week totaling 40 hours; therefore those days are not counted as a holiday and will be observed as 1 additional day off during Spring Break.**

Schedule II

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

Date	Holiday	No. of Days
September 01, 2014	Labor Day	1
November 27 – 28, 2014	Thanksgiving	2
December 22 – 31, 2014	Christmas	8
January 1 – 2, 2015	New Year's	2
January 19, 2015	Martin Luther King Day	1
March 20, 2015	Spring Break	1
May 25, 2015	Memorial Day	1

Schedule II – Total Holidays 16

ACADEMIC AND STUDENT
AFFAIRS COMMITTEE

Academic and Student Affairs Committee

Membership

Lynwood Givens, Chairman

Kenny Bryant

Tiffany Burks

Sam Sanchez

Reading and Approval of Minutes

14-94. The minutes of the Academic and Student Affairs Committee meeting February 13, 2014, will be recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 14-94.

Faculty Report

14-95. A report will be presented by a representative of the MSU Faculty Senate.

Staff Report

14-96. A report will be presented by a representative of the MSU Staff Senate.

Student Government Report

14-97. A report will be presented by a representative of MSU Student Government.

Athletics Report

14-98. Information will be presented concerning athletics at Midwestern State University.

May 2014 Graduating Class

14-99. The administration will recommend approval of the list of candidates for May 2014 graduation with the provision that they meet all requirements as prescribed by the faculty and administration (see Attachment 14-99).

Academic Department Name Change – Department of English

14-100. The administration will recommend that the Department of English be renamed the Department of English, Humanities, and Philosophy. The new title more accurately reflects the department structure (thirteen full-time English faculty, two full-time humanities faculty, and two full-time philosophy faculty) and what is offered: curricula leading to baccalaureate degrees in English or humanities, the master's degree in English, and minors in English, humanities, or philosophy. Also, including humanities and philosophy in the new title reinforces Midwestern's designation as a Council of Public Liberal Arts Colleges (COPLAC) institution.

MSU Policies and Procedures Manual Changes

14-101. Changes to the *MSU Policies and Procedures Manual* will be recommended for approval. Language recommended for deletion is shown with an overstrike (--); new wording is shown in **bold and underlined** format.

- a. Policy 2.333, Provost and Vice President for Academic Affairs, Organization – Graduate Coordinator Duties – changes will be recommended to reflect better the duties of graduate coordinators (see Attachment 14-101a).

- b. Policy 3.112. Faculty Hiring Procedures – a minor change will be recommended regarding recordkeeping of faculty search records as shown in Attachment 14-101b.
- c. Policy 3.120. Faculty Tenure and Promotion Policy – changes to this policy have been approved by the Faculty Senate and Academic Council and will be recommended for approval as shown in Attachment 14-101c.
- d. Policy 3.348. Employment of Foreign Nationals – changes to this policy will be recommended to reflect current law and procedures (see Attachment 14-101d)

Emeritus Status

14-102. The administration will make recommendations concerning emeritus status for retiring individuals.

Faculty Promotions

14-103. The administration will make recommendations concerning the promotion of certain faculty members.

Faculty Tenure

14-104. The administration will make recommendations concerning the awarding of tenure for certain faculty.

ACADEMIC AND STUDENT
AFFAIRS COMMITTEE
ATTACHMENTS

Candidates for Degrees

May 10, 2014

DILLARD COLLEGE OF BUSINESS ADMINISTRATION

Master of Business Administration

Bridget Bayley Buck
Shana Desrie Desiré
Sheron Findley
Shannon Elizabeth Heacock

Kayla Dawn Hendrix
Ade Joseph Manga
Ricardo David Torres
Terenz Tonya Careel Wallace

GORDON T. AND ELLEN WEST COLLEGE OF EDUCATION

Master of Arts

Wandee Cathy Albert
Ginger Richmond Boller
Glenda Sue Gwinn
Brecanna Taléa Hill

Anika Elizabeth Kentish
Elizabeth Buffington Messer
Emily M. Raines
Rickey Paul Santellana

Master of Education

Shannah Carol Blankenship
Camilla Caneta Charles
Allison Marie Curry
Roy Kyle Davenport
John Emery Forbis
Tara Michelle Kirkland
Clair K. N. Lake
Whitney Renee Martischnig
Micaela Christene Pruitt

David Brent Sayers
Robert E. Sayne
Claudia Renee Schultz
Mandy Gauthier Stevenson
Amanda Dawn Teichelman
Delores Jean Tyler
Jennifer Elaine Vaughn
Dana Elizabeth Viavattene
Sara Gregory Wortham

ROBERT D. AND CAROL GUNN COLLEGE OF HEALTH SCIENCES AND HUMAN SERVICES

Master of Health Administration

Aparna Komaraju

Master of Science in Exercise Physiology

Shane Patrick Cronin
Matt Riley McAndrew
Rishika Ajitkumar Motiani
Dipika Vijay Nayak
Neha Babubhai Patel

Hrishi Heeranand Pathak
Little Joseph McKane Rogers
Cory Matthew Scott
Ravi Bhupendra Shah
Ashleigh Elizabeth Welter

Master of Science in Nursing

Krista Gwen Freeman
Janice Marie Hennon

Joanna Kristin Van Sant

Master of Science in Radiologic Sciences

Pamela Sue Alderman
Christopher Louis Barlow

Jennifer Colleen Flanagan

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

Master of Arts

Lindsey Chloe Applegarth
Megan Lea Baird
Dawn Lea Bond
Aaron Chase Eddington
Peter Lee Flynn

Joseph Charles Gomba
Marla Marie Havins
Ethan Dwight Lantz
Amanda Massicott

COLLEGE OF SCIENCE AND MATHEMATICS

Master of Science

Jon Andrew Alsup
Mason Edward Alsup

Kimberly Gail Beck
Heather Marie Gamble

**DILLARD COLLEGE OF BUSINESS
ADMINISTRATION**

Bachelor of Business Administration

Chelsee Nicole Abbey
Hamesh Alcendor
Jeffrey Stephen Anderton
Zachary Davis Apperson
Lester Archer
Nadley Christabel Augustine
Hayden Ryan Bates
Jace Aaron Beason
Karen Leisha Beatty-Martinez
Janelle C. Blain
Kristen Michelle Borton
Nicholas Charles Bowling
Jaymes Tanner Brown
Jonathon Charles Brown
Tyler Joel Bruce
Peyton Deeann Cantrell
Reed Melvin Chapman
Jesus Antonio Chavira
Nneka Lisa Chichester
Quamesha Charnelle Collier
Sara Suzanne Cuba
Heather Christine Dean
Tara-Misha Elizabeth Dick
Keba Nerissa Frederick
Tara Ann Gallagher
Alvin Garcia, Sr.
Clovella Gardner
David Joshua Grates
Jordan Ray Griffin
Nathan Jeremy Hatzfeld
Brett Alan Helm
Kevin Wayne Hinnant
Tyler Jacob Howard
Rashaud Denzelle Hunter
Fatisha Anita Imo
Carvey E. James
Christina Ann Jones
Hannah Diane Jones
Kyle Thomas Kramer

Derrick Malone Kuchner
John Brode Leach
Abigail Elizabeth Lewis
Carey Daniel Ryan Lewis
Justus Mac Daniel Lindsey
Tri Quoc Mai
Felicia Martinez
Janelle Jaymes McCabe
Shannon Marie McCann
Joshua C. McCoy
Brad Anthony McCubbins
Zackry Scott McGee
Benjamin Glenn McKinney
Kari Lee Milliner
James Allen Molnoskey, Jr.
Rodney Montez Nobles, Jr.
Lauvin Teesych Phillip
Kelsie Jean Powell
Jessica Corrin Prinner
Audrey Aline Reaves
Benjamin Joseph Remmert
Josue Antonio Rojas
Jaimie Jasper Joseph Samuel
Kellie Ann Sepeda
Stephanie Elizabeth Shepard
Jordan Ray Sons
Alexa Nicole Stout
TiJuana Julie Stuart
Kara Lynn Stuckey
Trecia Tanisha Ann Sylvester
Steven Andrew Tanner
Krista Donelle Vieth
Thomas D. Vomastek
Molly Michelle Wakeman
Austin L. Ward
Paul Brian Weaver
Chase Michael Westmoreland
Kaitlyn Laura Breann Whatley
Bryan W. White

Sarah Whitney Wilemon
Shayla Denae Wilson
Zshona Ashley Woods

Jonathan O'Neal Wright
Richard Anthony Wylie
Cynthia Kaye Yerby

GORDON T. AND ELLEN WEST COLLEGE OF EDUCATION

Bachelor of Arts

Alexander Ryan Leary

Joshua Caleb Talley

Bachelor of Science

Kelby Jordan Doughtry
Jeffrey Grayer, Jr.
Tylor Joshua Himes
Ryan Andrew Mills

Alexis Pichardo, Jr.
Jared Ryan Reed
Weston Thomas Schlumpf

Bachelor of Science in Interdisciplinary Studies

Rayna Cathryne Anderson
Heidi Grace Arnold
Maeghan Lynette Berg
Kayleigh Renee Boyd
Katheryn Elizabeth Briley
Callie Cameron
Emily Brooke Cernosek
Natalie Breanne Charters
Paige Alicyn Cooksey
Jennifer Grace Eilts
Danielle Juhre Enlow
Kallie Elyse Essary
Alexis Christine Hannah
Briana Lynn Hawkins

Holly Marie Hudson
Jennifer Elaine Kimberlin
Kyle Glenn Laughlin
Krysten LeAnn Long
Priscilla Bianca Lopez
Alexis Nicole McCracken
Kimberly Bernice Nowell
Melissa Leeann Orr
Hailey Lynn Parker
Kelly Amanda Plorin
Andrea Marie Razo
Adela Sanjuan
Ashley Renae Tillman
Laurann Denise Whisnand

LAMAR D. FAIN COLLEGE OF FINE ARTS

Bachelor of Arts

Stefan Tsvetanov Atanasov
Courtney Alexis Betts
Elizabeth Asia Brooks
Daniel Caden Burross
Brooke Ashley Draper
Kyle Richard Egan
Shanice Cherrelle Glover
Edward Alan Grisham
Gillian Nicole Jones

Jasmine Maria Jones
Margaret Joyce Kruder
Brooke Nicole Long
Erin Rebecca Minihan
Junyao Pan
Joel Gregory Smith
Quinton Marsalis Walter
Skyler Warrick

Bachelor of Fine Arts

Heather Denise Berryhill
Sterling Chance Biegert
Morgan A. Burkey
Brandon Casey Coufal
Collin Nicole Darland
Carolyn Michelle Lacy

Nicole Marie Neely
Makenzie Katherine Niesman
Kylie Jordan Parker
Tommy Edward Todd II
Wendi Ryan Wainscott
Taz Carter Wallace

Bachelor of Music

Michael Joseph Almanza
Zachary David Brasfield
Andrew William Brinkman

Jason Allen Mincy
Timothy Michael Robbins
Jordan Nicole Smith

**ROBERT D. AND CAROL GUNN
COLLEGE OF HEALTH SCIENCES
AND HUMAN SERVICES**

Bachelor of Science in Athletic Training

Sidney Katelyn Ashton
Joshua Reid Graves
Joshua Lee Hale
Samantha Ann Mayfield

Camisha Diana McClellan
Madalyn Michelle Miller
Stormi J'lyn Welch

Bachelor of Science in Criminal Justice

Brittany Nicole Ancell
Ethan Reid Chianese
Jacob Ashley Edwards
Aleeza Michaelá Emanuel
Amber Lynn Fisher
Shanique Alyssa Iris Gumbs
Shane Riley Holloway
Mack Henry Lafaele

Cameron Don Moore
Luzmila Florita Moreno
Juan Munguia, Jr.
Stacey Anne Platz
Logan Scott Spidell
Casey William Svatek
Case Augustus Winkler

Bachelor of Science in Dental Hygiene

Lauren Allison Beck
Mary Elizabeth Collins
Alyssa Marie Eason
Mae BreAnne Grau
Jordan Diane Hammond
Laura May Herring
Courtney Nicole Holbrook
Alexandra Paige Homer
Brianna Kristine Klement

Karissa Ashley Lang
Kristen Irene Martin
Katie Marie McElroy
Katie Helen Meurer
Kaci Brooke Morris
Katy Rebecca Rhoads
Blythe Raechelle Sewell
Jessica Scotlyn Slaughter

Bachelor of Science in Exercise Physiology

Adefolarin Micheal Adeyemi
Mariah Rae Goettle
Tatyanny Nicky Alves Griffiths
Jesse Heath Harris
Andrew Ray Hill
Benedikt Gerd Paul Kling

Megan Marie Moats
Jessica Anne Robbins
Kelsey Anne Shaffer
Christopher Steven Thompson
Caitlin Mary Wallace
Ashaunta Iesha Delicia Williams

Bachelor of Science in Nursing

Misty Rachel Abraham
Gifty Ama Acheampongmah
Mosope Folashade Adeyeye
Blessing Olukemi Akinleye
Andrea Faye Armstrong
Rena Asante
Brianna Nicole Bennett
Shelby TaNeil Berend
Samantha Lindsay Bigham
Sean Joseph Brekke
Janel Evelyn Campbell
Grace Yea-Huey Chang
Chilee Chisom Chukwuzubelu
Courtnee Carol Cross
Lydia Koshy Daniel
Kimberly Michelle Davis
Courtney Dawn Decker
Oluwatofunmi Nicole Enilari
Chris Malachi Evers
Tracey Anne Finley

Christopher Mark Goad
Katelyn Marie Grassi
Veronica Dawn Harp
Kayla Jo Hennes
Sarah Nicole Hillig
Jeanna Wescott Hood
Caroline Nganga Johnson
Matilda Appiah Kankam
Sanjay Kuruvilla
Haley Ray Legg
Benjamin Joseph Mannion
Abraham Majok Manyang
Kristin Nichole Marth
Angeleen Mathew
John Arthur McCoy
Ghislaine Raissa Monie Ngantcha
Shelbie Leigh Moyer
Yvonne Njeri Mwaniki
Alexandria Elena Nelson
Yvonne Chiedza Nyamapfumba

Foluke Nkechi Okolo-Ebube
 Heather Le Ondricek
 Christine Atieno Otieno
 Adwoa Owusu-Ansah
 Casey Dawn Parker
 Brenna Jean Partain
 Tamanna Patel
 Melissa Lauren Peyton

Jennifer Marie Pietsch
 Hailey Lenae Purifoy
 Haylee Renee Shedd
 Kassandra Blair Stephens
 Hannah Lynn Stubblefield
 Frinwei Zita Taminang
 Laci Leandra Terrell
 Anh Tuan Tran

Bachelor of Science in Radiologic Sciences

Elizabeth Asamoah
 Brandi Nicole Brown
 Chelsea Marie Brown
 Cesar Bugarin
 Whitney DeeAnn Caldwell
 Adam Wayne Carlson
 Julian Carrion, Jr.
 Kim My Chung
 Christopher Allen Coffman
 Amy L. Collinsworth
 Nicholas Fredrick Cooley
 Ashley Lynn Cryer
 Kristina K. Darnell
 Debbie Del Pozo
 Juan J. Delgado
 Aaron Frederick Dietz
 Dustin Brent Edwards
 George Fedee, Jr.
 Michelle Caroline Frost
 Anja Glathe
 Janelle Marie Goettman
 Brandy Michelle Grant
 Brian Michael Graska
 Breana Georgeanne Harris
 Cassandra Marie Haskins
 Nichole Louise Herrera
 Jennifer Hinton-Andress
 Lindsey Rae Holcomb
 Daphne D. Jackson

Jodie Marie Johnson
 Casey Jack King
 Susan G. Kyle
 William Thomas Ledbetter
 Ashley Marie Mayzner
 Krystal Marie McClaran
 Jennifer Muncy Mehta
 Charles Mitchell
 Todd Michael Moore
 Keaton Quinn Mullenix
 George F. Muro
 Nithin Veettinal Ninan
 Angela Renee Nixon
 Renee Marion Eppink Oberle
 Jamie Yzaguirre Pham
 Brahamjit Singh Raghav
 Laura Dawn Ragland
 Jose Eddie Rodriguez
 Courtney Leigh Stalker Russell
 Veronica Longoria Shilling
 Susan McCollum Solomon
 Suzzette Renee Spencer
 Jami L. Summers
 Hope Jane Treco
 Margo Lane Wilcox
 Zachary Colten Williams
 Joy Annette Winfrey
 Marc Emile Zakarian

Bachelor of Science in Respiratory Care

Andrew Steven Bautista
 Amanda Beth Boudreaux
 Victoria Caylin Arcadia Brown
 Megan Barnhart Carlson
 Faleshia Wilson Coleman
 Kalea Anne Correll
 Timothy Derrell Daniels
 Duree Kristene Davis
 Ellen Christine Deninger
 Cheri Annette Duncan
 Kasey Espinoza
 Brooklyn Paige Fatheree
 Mallorie Paige Fields
 Renato Palacios Galindo
 Christopher Lee Hitt
 Shelby Lynn Johnson

Candice Michelle Kmetz
 Hailey DaLane McIntosh
 CarolAnn Lee Peterson
 Olivia Alyse Peterson
 Susannah Ruth Petty
 Brenda Marie Pron
 Rachel Perez Rodriguez
 Andrew Lloyd Schumacher
 Crystal Vaughn Simmons
 Erin Ashley Skelton
 Skyler Shanae Sparks
 Benjamin Scott Steimel
 Tracy Lynn Talley
 Betsy Mary Thomas
 Jasmine Rae Wright

Bachelor of Social Work

Christina Suzette Abel
 Earlyn Germain Agard
 Marilyn Bonnie
 Samantha Louise Campbell
 Summer Leanne Campbell
 Jennifer Nicole Castro

Morgan Michelle Coble
 Ito Collins
 Blaine Aaron Corbitt
 Valerie Marie Dunn
 Aaron Kyle Hallcroft
 Cindy Davis Henson

Kristin Dawn Hudson
 Amanda Michelle Jefferson
 Caroline Elizabeth Kemp
 Shawna Dean Maloney
 Kodee Rhee Maples
 Tanna Beth Marak
 Jenny S. McCray
 Jessica Blaine Morris

Denise Ozuna
 Priya Jayant Patel
 Janet Nadine Shain-McCullough
 Alicia Sheriff
 Daryl Wayne Smith
 Nanette Deon Trotman
 Melissa Anne Whitaker
 Nichole Theresa Pike Wilson

PROTHRO-YEAGER COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Bachelor of Applied Arts and Sciences

Joe C. Boggs
 James Philip Budarf, Jr.
 Troy Edward Burke
 Tenita Louise Carter
 Cameron Vaughn Castro
 Bethany Grace Couch
 Bradford Allen Davis
 Carolyn Ann Douglas
 Mark William Downing
 Rachael Lynne Ford Eckeberger
 Daniel Lee Field
 Joel Garcia
 Janie Priscilla Garza
 Brandon Duane Herron
 Deborah Lynn Keller
 Mitchell L. Kovalcik
 Christopher W. McLaughlin
 Lesli Kay Jackson Morgan
 Holley Jayne Lynn Munholland
 Michael Ray Nansel
 Jocelyne Ndayiziga

Rolf Douglas Nelson
 Adaora Ukamaka Okonkwo
 William Freelon Pitmon II
 Benjamin Kye Prater
 Jennifer L. Ralston
 Michelle Rae Ramsey
 Hannah Marie Roemer
 Daniel Salinas
 Margarita Santa
 Maria Arabelly Servin
 Toni Lee Stansell
 Charles Karl Stautmeister III
 Erik Lamont Stokes
 Carlan Tania Thomas
 Joshua Curtis Vanbebber
 Julee Varghese
 David Kyle Vaughn
 Terri Leigh Cearley Veitenheimer
 Whitney Lea Watts
 Richard L. Whiteley

Bachelor of Arts

Edward Brian Ayala
 Virginia Marie Bartush
 Will Kolton Bell
 Amy Elise Brister
 Elyse Nicole Camp
 Cheyenne Nicole Cannedy
 Derek Everet Erskine
 Rachel LaNice Freeze
 Gelila Messele Getachew
 John Patrick Hensley
 Ariel Joncie Joseph
 Kimara Medina Joseph
 David William Kuehler II
 Joshua Jay Mallas
 Luzmila Florita Moreno
 Sarah Sylvia Muschiol
 Anna Neuzilova
 Cody Herman Parish

Joshua Bryant Parrish
 Jon William Pearce
 Sean Patrick Pinkos
 Jourdan Grant Pollock
 Ian Earl Potthoff
 Brandi Shiles Rhoads
 Alissa Anne Russell
 Haley Jo Schwab
 Amy Melissa Secoy
 Kalynn Marie Smith
 Amanda Rene Snyder
 Brennan Paige Taylor
 Russell Stephen Terry
 Alicia Raquel Tezaguic
 Olivia Symone Whitley
 Kimberlie Sue Wise
 Matthew Travis Wolfe

Bachelor of Science

Julia Alexandra Angrisano
 Celena Bradley
 Christopher Lamone Carter
 Samuel David Conovaloff
 Ashley Lynn French
 Ashleigh Paige Hankins
 Connie Young Won Kim

Auguste Adolphe Nouel V
 Dayna Leeanna Salazar
 Kayla Dawn Smith
 Jasmine Amber Staton
 Travis Wade Tapp
 John Edward Wright

COLLEGE OF SCIENCE AND MATHEMATICS

Bachelor of Arts

Natalie Gugulethu Kudakwashe Nduku

Sandra Jean Smith

Bachelor of Science

Jonathan Michael Anthony
Chelsee Alayne Arceneaux
Lance Joel Auguste
Dustin Adam Bowers
Cayley Lee Burleson
Christopher Aitchison Buttermore
Danya Kristin Martha Bynoe
Richard Anthony Carracedo
Brighton Munopa Changa
Earl McClane Clark II
Alex Wayne Cook
Ellis Kevin Dalsan
Robert William Ebelherr
Kelly Anne Ferguson
Janieve Nilsa Florius
Stephanie Laura Fonville
Jamie Lauren Foster
Matthew Ryan Fox
Gamal Roland Francis
Tina Rose Geurin
Danielle Nicole Goode
Lindsay Michelle Hall
Kistel Annoly Hazel
Leanne Michelle Henry
Joshua Paul Hernandez
Thanh Cong Hoang
Donnicia Antoinette James
Alex Knight Johnson
Chase Ethan Johnson
Luke Rognvald Joyce

Colton James Koenig
Rohan Sadashiv Kulkarni
Steven Konala Kundert
Cory Daniel Lewis
Landon Heath Little
David Houston Lovelace
Jennifer Twilligear Lyles
Colleen Elizabeth Madden
Sarah A. McBride
Yvonne Elise Michaud
Nicole Alessandra Monk
Simbarashe Tanaka Musarurwa
Simeon Osita Nwegbo
DyAnna Carmen Orué
Joie Ann Otto
Rheannon Marie Pionek
Ryan Blake Ramon
Zackary Jake Rankin
Rebecca Marie Roberts
Emily Elizabeth Saville
Jonathan Charles Stecco
Verona Dannicia Sutton
Marcus Conrad Thibodeau
Ermon Dave Thomas
Michelle Sharon Tomei
Kaitlin Sarah Vann
Shelby Raye Willeby
Orisia Shanika Williams
Esther Yakubu
Zachary M. Zoet

Bachelor of Science in Mechanical Engineering

Kevin Tyler Carlton
Melody Hollins Coffey
Wade Wilbon Courtney
Raymond Tyler Dalke
Chard Andrew Kester Davis
Krista Renee Duke
Taylor Chase Duval
Mallory Alyse Goon
Timothy Ray Green
Alejandro Hernández
Peter B. Malesh

Matthew Scott Mourning
Alexander Jay Petree
Kyle Dean Ressel
Richard Jules Rizan
Jared Ray Robinson
Martin Soto
Devyn K. Sutton
Marvin Martin Junior Vincent
Ryan Renwick Williams
Dania Shernel Wilson

**ROBERT D. AND CAROL GUNN
COLLEGE OF HEALTH SCIENCES
AND HUMAN SERVICES**

Associate of Applied Science in Radiography

Ahmed Mehamed Abdeia
Camille Anne Allred
Julie Elizabeth Arguello
Mahesh Bhandari

Allison Carolyn Brajer
Flavia Asare Brobbey
Samantha Nicole Brownwell
Cynthia Jacquelyn Cardoso

Seth Colby Crumpton
Aidee Davila
Shea Leigh Erskine
Ashlyn Tyler Flinn
Lauren Paige Foster
Breanne Nicole Gamble
Kimberly Ann Gunther Garratt
Michael Shane Godwin
Nancy Gonzalez
McKaylyn Brooke Hartman
Christian Gram Howells
Elaina J. Hutson
Brittany Leigh Hyde
Lipin Jolly
Chelsey Marie Kamps
Christopher Shane Kimbrough
Elizabeth E. King

Yesenia Lopez
Taylor Mariah Martinez
Sarah Autumn McCourry
Lauren Michele McManus
Jesenia Denise Melendez
Bailey Alexa Polk
Michael Todd Powell
Christian Rubio
Stephanie Salinas
Jacob Dreesmann Seidel
Christopher Michael Simms
Harris Lee Vick
Jacqueline Dee Walker
Rachel Jane Whatley
Gregory Ryan Wilhite
Kelly Lynn Wood

2.333 Provost and Vice President of Academic Affairs

ORGANIZATION - PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

Date Adopted/Most Recent Revision: 11/11/2011

H. Graduate Coordinators

1. Duties

~~Graduate coordinators are appointed as academic administrative assistants for selected graduate programs. They are full-time faculty members who serve as administrative assistants to deans or department chairs.~~

Graduate Coordinators are full-time faculty members who are appointed in an academic supervisory role for select graduate programs. They serve as administrative associates to Department Chairs or Deans and provide leadership of the graduate programs and direction over students' programs in order to give them the opportunity to excel in advanced studies.

3.112 Provost and Vice President for Academic Affairs
FACULTY HIRING PROCEDURES
Date Adopted/Most Recent Revision: 05/11/2012

E. Records

All position announcements, placement ads, applications, interview questions, Screen Matrices, and applicant evaluations will be kept on file ~~for two years in the appropriate dean's office~~ and officially maintained in the Human Resources Department. The application of the successful candidate will become a part of the employee's permanent personnel file.

**Policy 3.120 – Provost and Vice President for Academic Affairs
Faculty Tenure and Promotion Policy
Date Adopted/Most Recent Revision: 05/09/2008**

I. Introduction

The granting of tenure means that the faculty member is considered to be an asset to this academic community, especially to the discipline in which he or she teaches. Tenure is the assurance that an experienced faculty member may expect to continue in the present academic position unless financial exigency or adequate cause for dismissal is demonstrated in a fair hearing, following established procedures of due process (Policy 3.125). A major tenet of the tenure system is the assurance of academic freedom within the context of academic responsibility. It signifies not only the entitlement to continuing appointment as a member of the faculty but also presumes a reciprocal commitment by the faculty member to the goals and mission of the university.

Promotion in rank is recognition of the achievements of the individual being considered for promotion. In addition, advancement in rank signifies expectation of continuing professional growth, greater achievement, and assumption of increasing responsibility on the part of the individuals thus distinguished.

Candidates for tenure and promotion must meet a set of objective requirements to be eligible to apply and a set of criteria to be successful in their application.

II. Periodic Review of Tenure and Promotion Policies

These Tenure and Promotion Policies will be comprehensively reviewed (1) at the end of the second year after the implementation of this tenure and promotion process (fall 2006), (2) again at the end of another three-year period (fall 2009), and (3) once every five years after that. The review will be undertaken by a representative Tenure and Promotion Policies and Procedures Review Committee, which will be an ad-hoc committee in the university whose members are appointed by the President of the university following nomination by the Provost and Vice President for Academic Affairs in consultation with academic deans and the Chair of the Faculty Senate during the spring prior to the committee's review. The Tenure and Promotion Policies and Procedures Review Committee will elect its chair and review current guidelines to determine if changes are needed. During the review process it will solicit opinions concerning possible revisions from the University Tenure and Promotion Committee, the Faculty Senate, College Deans, Department Chairs, and College Tenure and Promotion Committees. Assessing information from these sources in the context of its own views, the Tenure and Promotion Policies and Procedures Review Committee will, if necessary, draft recommendations for change. The Tenure and Promotion Policies and Procedures Review Committee will report to the Provost and Vice President for Academic Affairs. Committee recommendations will be discussed by the Senate and the Academic Council before being submitted to the President and Board of Regents.

III. Tenure and Promotion Eligibility Requirements and Criteria

A. Definition of Terminal Degree

Deans will initiate discussions in their college on which degrees will be considered terminal and forward their recommendations to the Provost and Vice President for Academic Affairs. The Provost and Vice President for Academic Affairs will forward these recommendations to the President who will rule on the recommendations. The list will be maintained in the Office of the Provost and Vice President for Academic Affairs.

B. Tenure

Eligibility Requirements

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

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

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

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

Criteria To Be Met

3. Teaching Effectiveness -- The faculty member must meet criteria ~~1 and 7, and at least four of the five remaining criteria.~~ **1-4.**

4. Research and Scholarly Activity -- The faculty member must demonstrate active research, including research beyond the institutional level. He/she must meet criteria ~~6 and 7, and be exceptional in either criteria 1-3 or 4-5, or reasonable in both.~~ **1, 2 and 7, and must meet at least two (2) of criteria 3-6.**

5. Service

a. Service to the University -- The candidate must meet the ~~four criteria a-d.~~ **1a-1d.**

b. Service to the Profession/Community -- The faculty member must meet ~~three of criteria a-d.~~ **at least two (2) of criteria 2a-2e.**

C. Promotion to the Rank of Assistant Professor

Eligibility Requirements

1. The faculty member must have completed a minimum of seven years of full-time academic experience in higher education (two of which may be awarded for experience at another institution) before being eligible for application for promotion to assistant professor.
2. The faculty member must have completed a master's degree (not the highest degree available in the discipline of his/her primary teaching responsibility).
NOTE: If a faculty member with the rank of instructor completes the highest degree in his/her discipline, promotion to assistant professor will be automatic at the beginning of the next semester following documented completion of all requirements.

Criteria To Be Met

1. Teaching Effectiveness - The faculty member must meet ~~criterion 1, and at least four of criteria 2-6;~~ **criteria 1-4.**
2. Research and Scholarly Activity -- The faculty member must demonstrate active research, including research beyond the institutional level, and meet ~~either criteria 1-3 or 4-6;~~ **at least three (3) of criteria 1-6.**
3. Service
 - a. Service to the University -- The faculty member must meet ~~criteria a-e~~ **1a-1d.**
 - b. Service to the Profession/Community -- ~~The faculty member must meet two of criteria a-d;~~ **none required.**

D. Promotion to the Rank of Associate Professor

Eligibility Requirements

1. The faculty member must have completed a minimum of ~~five (5)~~ **four (4)** years of full-time academic experience in higher education at the rank of Assistant Professor or equivalent experience in the field before being eligible for application for promotion to associate professor. ~~Three of the five~~ **Two of the four** years may be awarded for experience at another institution or equivalent experience in a non-academic setting. If credit for non-academic experience is awarded, the College Dean must provide documented evidence of equivalent experience in the field to the Provost and Vice President for Academic Affairs and the President for final approval. The award will be decided at the time of employment and included in the contract.
2. The faculty member must have completed the highest degree available in the discipline of his/her primary teaching responsibility (ordinarily the doctoral degree but possibly a master's degree if it is acknowledged to be the terminal degree in the particular field). A related doctoral degree may be substituted if approved in writing by the College Dean, Provost and Vice President for Academic Affairs, and President.
Faculty members on contract at MSU who earned tenure with a non-terminal master's degree under an earlier system of tenure and promotion may still invoke the following policy concerning promotion to associate professor:

NOTE: A faculty member holding a master's degree which is not the highest degree in the field of primary responsibility may be considered for promotion to associate professor if he/she

a. Has completed a minimum of thirty (30) hours of course work beyond the master's degree in the subject matter area that has been approved in writing by the College Dean, Provost and Vice President for Academic Affairs, and President.

And

b. Has a minimum of ten (10) years of full-time teaching experience in higher education.

And

c. Has exhibited significant evidence of continued scholarly and professional development. This development should demonstrate a professional competence equivalent to that required to earn the highest degree in the field.

Criteria To Be Met

1. Teaching Effectiveness -- The faculty member must meet ~~criteria 1, and at least four of criteria 2-6;~~ criteria 1-4.

2. Research and Scholarly Activity - The faculty member must demonstrate active research, including research beyond the institutional level. He/she must meet ~~criteria 6, and be exceptional in either criteria 1-3 or 4-5, or reasonable in both;~~ criteria 1, 2 and 7, and must meet at least two (2) of criteria 3-6.

It is expected that, continually and progressively, the faculty member seeking promotion from assistant to associate professor will compile convincing evidence that he/she is establishing him/herself as a productive and active scholar/creative artist. ~~The fifth year in rank as an assistant professor should be a year wherein the faculty member demonstrates particular progress in this regard. That year is intended to provide additional time and incentive for scholarship, creative activity, and professional involvements. The departmental and college guidelines will reflect the increased expectation for this promotion.~~

3. Service

a. Service to the University -- The faculty member must meet criteria ~~a-e~~ 1a-1d.

b. Service to the Profession/Community -- The faculty member must meet two of criteria ~~a-e~~ 2a-2e.

E. Promotion to the Rank of Professor

Eligibility Requirements

1. The faculty member must have completed a minimum of five (5) years of full-time academic experience in higher education at the rank of Associate Professor or equivalent experience in the field before being eligible for application for promotion to professor. Three of the five years may be awarded for experience at another institution or equivalent experience in a non-academic setting. If credit for non-academic experience is awarded, the College Dean must provide documented evidence of equivalent experience in the field to the Provost and Vice President for Academic Affairs and the President for final approval. The award will be decided at the time of employment and included in the contract.

2. The faculty member must have completed the highest degree available in the discipline of his/her primary teaching responsibility (ordinarily a doctoral degree but possibly a master's degree if it is acknowledged to be the highest degree in the particular field). A related doctoral degree may be substituted if approved in writing by the College Dean, Provost, and President. and Vice President for Academic Affairs

Criteria To Be Met

3. Teaching Effectiveness -- The faculty member must meet criteria ~~1-7~~ 1-4.

4. Research and Scholarly Activity - The faculty member must demonstrate active research, including research beyond the institutional level. He/she must meet criteria ~~1-3 and 6-7~~, and either criterion ~~4 or 5~~ 1-3, and 7, and one of criteria 4-6.

5. Service

a. Service to the University -- The faculty member must meet criteria ~~a-d~~ 1a-1d in this category.

b. Service to the Profession/Community -- The faculty member must meet three of criteria ~~a-d~~ in this category 2a-2e.

IV. EVALUATION CATEGORIES AND CRITERIA

Teaching Effectiveness

Quality and effectiveness in teaching are the primary criteria for consideration in tenure and promotion decisions. Submitted materials must include a statement of the faculty member's teaching philosophy and copies of the Annual Faculty Personal Report and Evaluation for the past five years or for every year on contract if the faculty member has served MSU for fewer than five years. Documentation that exemplifies the incorporation of the teaching philosophy in the candidate's teaching should be included in the portfolio. Additional materials representative of teaching effectiveness beyond those suggested above, such as peer evaluations, may also be included.

All supporting documentation should be inserted in Section 4 of the portfolio.

1. Effectiveness in classroom instruction. Elements of effective classroom teaching may include the analysis of the information and skills pertinent to the course objectives; the synthesis of this information and these skills into a coherent and appropriate series of class topics and exercises; the presentation of these topics in a clear, organized, and enthusiastic manner; the explanation and application of abstract ideas and theories; and the ability to motivate students to work and participate in course activities. As part of the evaluation, a summary of student evaluations of the faculty member for the past five years or for every year on contract if the faculty member has served MSU for fewer than five years should be supplied.

2. Mastery and continuing development of knowledge in teaching field subjects. Evidence of this development may include the reading of professional and scholarly journals and books; reviewing and refereeing of professional books and papers; obtaining professional certification; receiving credit for advanced course work, short courses, and continuing education courses in teaching field subjects; acquiring developmental leaves; etc.

3. Encouragement of students to learn and perform at or above the proper course level and to develop independent and critical thinking. Elements of this encouragement may include current and properly rigorous course topics and materials, receptiveness to appropriate classroom discussion and to student opinion, the development of a balanced treatment of controversial issues, and, in general, a demonstration of a favorable and supportive attitude toward students. The narrative should discuss how class activities or assignments promote critical thinking skills. Documentation

may include examples of class assignments, field trips, debates, papers, bibliographies, case analyses, student performances, etc., which require a proper measure of rigor and independent and critical thinking.

4. Responsible demands for performance of students. Evidence of these demands may include representative samples of course syllabi, course examinations, and course assignments including graded responses where appropriate. A record of all grades for the past five years or for every year on contract if the faculty member has served MSU for fewer than five years must be supplied. The faculty member should also include an explanation of the grade distribution.

5. Responsible and effective out-of-class work with students. This category may include availability during posted office hours, the offering of help sessions, involvement in academic and honor societies, etc.

6. Effectiveness in small-group or individual instruction. This category may include instruction of or participation in seminars and/or laboratory courses; direction of theses, file papers, or projects; organization and supervision of internships, practica, and clinicals; instruction of special problems; and administration of undergraduate or graduate research projects and/or directed reading projects.

7. Demonstration of Collegiality in Teaching. Collegiality shall be defined as a willingness to work respectfully and courteously with the faculty, staff, and administration of the university. Collegiality in teaching, which fosters a healthy academic environment where students can thrive, may be demonstrated through team-teaching; interdisciplinary teaching; willingness to teach at odd times and in a variety of formats (e.g. web and other distance courses, telecourses, concurrent courses, honors courses); volunteering to teach new classes; contributing to the development, maintenance, and teaching of multiple section courses; cooperatively participating in accreditation efforts; presenting guest lectures when appropriate; participating in College Connections; substitute teaching for peers when the need arises; relating to others in a respectful and courteous manner inside and outside the classroom; cooperating in the preparation of course/teaching schedules; and willingly following prescribed curriculum.

Research and Scholarly Activity

Research and scholarly activity include (1) ongoing traditional research through continuing publications in books and refereed journals or presentations of papers at professional meetings, (2) work demonstrating continuing professional commitment to the visual, performing, or literary arts through creative performances and/or presentations, and (3) scholarly achievement in the professional disciplines.

All supporting documentation should be inserted in Section 5 of the portfolio.

8. Productivity. The faculty member shows ongoing research involvement through continuing publications in books, refereed journals in the field (printed or electronic), or refereed conference proceedings; or he/she demonstrates continuing professional commitment to the visual, performing, or literary arts through creative performances and/or original and creative works. Copies or documentation of the best published or creative works and comments of experts if appropriate should be included.

9. Professional and Scholarly Recognition. The faculty member's work receives recognition both inside and outside Midwestern State University. This recognition may take the form of invited papers, performances, or exhibitions; reprint requests; session chairmanships at professional meetings; citations of the faculty member's work in the published literature; awards; etc.

10. Quality of Research and Scholarly Activity. The faculty member shows intellectual breadth or depth and originality and creativity as demonstrated by his/her research, artistic endeavor, or scholarship. Intellectual breadth may be documented either by cross-disciplinary involvement or by research activity, artistic endeavor, or scholarship that demonstrates professional diversity. Intellectual depth may be documented by research activity, artistic endeavor, or scholarship in specialized areas that demonstrates continuing development of skills and knowledge. The quality, originality, and creativity of the faculty member's research and scholarly activity must be assessed

by the College Tenure and Promotion Committee or a recognized group of scholars in the applicant's field.

11. **Applied Research.** Consistent with its mission, Midwestern State University recognizes that scholarship may extend to forms other than traditional published research. Such scholarship may come in the form of basic research conducted for immediate practical application rather than for publication. It also may involve the integration of information across disciplines or research accomplished to assist organizations. In educational settings it can include special pedagogical applications of existing or original research in classrooms, laboratories, and studios; application of existing or original research to artistic pursuits and projects; special applications of technology to scholarly or artistic endeavors; development of educational materials and/or software; preparation of government documents; etc. Departmental and college guidelines will define applied research more specifically for the faculty member's particular discipline. Descriptions and evidence of the faculty member's applied research should be included.

12. **Professional Involvement and Consultation.** This category may include consulting involving one's professional expertise; obtaining outside grants for the purpose of conducting research; providing expertise to agencies, the community, or the university in an ongoing fashion; reviewing papers for conferences and publications; adjudicating artistic presentations; or serving on the editorial boards of professional or scientific journals.

13. **Presentations.** The faculty member presents papers, posters, performances, exhibitions, or workshops regularly at professional meetings.

14. **Demonstration of Collegiality in Research.** Collegiality shall be defined as a willingness to work with the faculty, staff, and administration of the university, and with others, respectfully and courteously. Collegiality in research may be demonstrated by participating in research with others as appropriate, assisting other faculty and students with research, etc.

Service

All supporting documentation should be inserted in Section 6 of the portfolio.

15. Service to the University

a. **Effective participation in and administration of department/college activities.** This category may include activities associated with undergraduate and graduate instructional programs; committees; student and faculty recruitment; curriculum development; program assessment; etc.

b. **Effective participation within the Midwestern State University academic community.** This category may include university committee work; service on Faculty Senate; university-sponsored public service programs; participation in Faculty Forum; Artist-Lecture activities; seminars, panel discussions and judging; sponsorship of professional or scholarly activities on campus; participation in the American Democracy Project, and/or Constitution Day; etc.

c. **Responsible and effective out-of-class career planning and academic advisement of students.** This category may include personal counseling; sponsoring of non-academic organizations and activities; assisting in student job placement; assisting with graduate applications; etc.

d. **Demonstration of Collegiality in Service.** Collegiality shall be defined as a willingness to work with others respectfully and courteously. Collegiality in service may be demonstrated through the mentoring of other faculty; volunteering to participate in university activities; following through on assigned tasks; being willing to take on administrative responsibilities if needed; sharing in the preparation for and participation in events such as Family Day, Mustangs Rally, Spirit Days, and conferences; and attending and supporting faculty events such as Faculty Forum.

16. Service to the Profession/Community

a. **Ongoing and active involvement in professional organizations such as holding offices, organizing and chairing sessions, serving as a regional representative, and serving on regional, state, or national committees.**

b. Conducting workshops, clinics, and performances, or hosting conferences or academic contests or other academic events.

c. Obtaining external grants or outside contributions for scholarships, student activities, software, equipment, and other resources for professional / community use other than research.

d. Participating in non-compensated public service activities, which may include public talks, exhibitions, or training activities; public interviews; presentation of workshops; judging artistic performances; tutoring; participation on boards or in public organizations; consulting; etc.

IV. EVALUATION CATEGORIES AND CRITERIA

Teaching Effectiveness

Quality and effectiveness in teaching as demonstrated through course design, instruction, continuing development, and collegiality, are expected for consideration in tenure and promotion decisions. Submitted materials must include: (a) a statement of the faculty member's teaching philosophy, (b) copies of the Annual Faculty Personal Report and Evaluation for the past five years or for every year on contract if the faculty member has served MSU for fewer than five years, including a copy of grade distributions and course evaluations, (c) representative copies of course syllabi, (d) a summary of student evaluations of the faculty member for the past five years or for every year on contract if the faculty member has served for fewer than five years, and (e) a summary and explanation of grade distributions for each course taught. Additional materials representative of teaching effectiveness beyond those suggested above, such as peer evaluations, may also be included.

All supporting documentation should be inserted in Section 4 of the portfolio.

1. Course Design

The faculty member must demonstrate the practical application of their teaching philosophy into course design. To this end, they must demonstrate the ability to develop and implement pertinent and applied course objectives; a coherent and appropriate series of class topics and exercises; instructional approaches that encourage independent and critical thinking; and properly rigorous course assignments/assessments. The faculty member should demonstrate how class activities or assignments promote critical thinking skills. Documentation may include examples of class assignments, field trips, debates, papers, bibliographies, case analyses, student performances, etc.

2. Instruction

Faculty members must demonstrate excellence in instruction. As evidence of this excellence, they may point to their ability to present topics in a clear, organized, and enthusiastic manner; to explain and apply abstract ideas and theories; to motivate students to work and participate in course activities; and/or to develop a balanced treatment of controversial issues. Faculty members must also demonstrate a favorable and supportive attitude towards students, by offering regular and meaningful feedback on student activities, providing effective out-of-class instruction/supervision, and by being available during office hours.

3. Continuing Development

Faculty members are expected to engage in continuous assessment and improvement of their teaching, using such resources as the Teaching and Learning Resource Center, new technologies, pedagogical workshops and institutes, and evaluative feedback from students, supervisors, and faculty peers. Also, they are encouraged to continuously develop their professional knowledge and, where appropriate, to incorporate this knowledge into their teaching. They should detail the

means by which they continuously develop their professional knowledge (e.g., professional readings, conference attendance, participation in continuing education seminars, acquisition of professional certification, and successful completion of advanced coursework).

4. Demonstration of Collegiality in Teaching.

Collegiality may be demonstrated through team teaching; interdisciplinary teaching; willingness to teach at odd times and in a variety of formats (e.g. web and other distance courses, concurrent courses, and honors courses); volunteering to teach new classes; contributing to the development, maintenance, and teaching of multiple-section courses; presenting guest lectures when appropriate; substitute teaching for peers when the need arises; relating to others in a respectful and courteous manner inside and outside the classroom; cooperating in the preparation of course/teaching schedules; contribution to common syllabi; sharing resources; and willingly following prescribed curriculum.

Research and Scholarly Activity

Consistent with its mission, Midwestern State University recognizes that scholarship may consist of traditional or applied research. Traditional endeavors include (1) ongoing research through continuing publication of books, textbooks, book contributions, and articles in refereed journals in the faculty member's field (printed or electronic), or refereed conference proceedings (2) presentations of papers at professional meetings, (3) work demonstrating continuing professional commitment to the visual, performing, or literary arts through creative performances and/or presentations, and (4) scholarly achievement in the professional disciplines. Applied endeavors include such activities as (1) basic research conducted for immediate practical application rather than for publication, (2) the integration of information across disciplines or research accomplished to assist organizations, (3) special pedagogical applications of existing or original research, (4) application of existing or original research to artistic pursuits and projects, (5) special applications of technology to scholarly or artistic endeavors, (6) development of educational materials and/or software, (7) primary responsibility for collection, analysis, and reporting of information or data in connection with assessment and accreditation self-studies (include a letter from chair/dean to document and support), and (8) performance or exhibition of artistic projects.

Departmental and college guidelines will define and clarify traditional and applied research more specifically for the faculty member's particular discipline performance or exhibition of artistic projects.

All supporting documentation should be inserted in Section 5 of the portfolio.

1. Productivity.

The faculty member shows consistent scholarly involvement through regular completion of traditional, or applied endeavors. Such involvement should demonstrate intellectual breadth or depth as well as originality and creativity. Intellectual breadth may be documented either by cross-disciplinary involvement or by research activity, artistic endeavor, or scholarship that demonstrates professional diversity. Intellectual depth may be documented by research activity, artistic endeavor, or scholarship in specialized areas that demonstrates continuing development of skills and knowledge. Applicants who have many peer-reviewed publications are urged to include in the portfolio a copy of only the first page or an abstract of each published work, with accompanying information containing the title of the publication in which the article appears, the precise date of publication, and the total number of pages. Published articles that have not been peer reviewed should be included in their entirety. If the applicant has accumulated a large number of such articles, a representative sample will suffice. NOTE: Documented publication of

articles in *Midwestern State University Faculty Papers* may be counted as part of an applicant's productivity.

2. Professional and Scholarly Recognition

The faculty member's work receives recognition both inside and outside Midwestern State University. This recognition may take the form of invited papers, performances, or exhibitions; reprint requests; citations of the faculty member's work in the published literature; awards; and other accolades deemed meritorious by the department or college level. The quality, originality, and creativity of the faculty member's research and scholarly activity will be assessed at each level of review but must be addressed in detail by the College Tenure and Promotion Committee or a recognized group of scholars in the applicant's field.

3. Professional Involvement

The faculty member engages in such activities as reviewing papers for conferences and publications; adjudicating artistic presentations; serving on the editorial boards of professional or scientific journals; consulting in one's area of expertise; external evaluation of theses or grant proposals; or tenure and promotion applications at other institutions.

4. Grant Writing and Acquisition

The faculty member writes grants that support his/her individual research or benefits his/her department, college, or the university. This includes internal or external grants for the purpose of conducting research. Unsuccessful authoring of substantial grant requests may also be considered (include a copy of the unsuccessful grant in Section 5 of the portfolio). NOTE: External grants or outside contributions for scholarships, student activities, software, equipment, and other resources for professional/community use other than research are to be listed under "Service".

5. Supervision of Research/Creative Endeavor

The faculty member supervises and mentors undergraduate or graduate students in the development, implementation, and completion of research or creative projects, especially projects that (1) earn publication, presentation, or other recognition or (2) benefit academic, civic, business, or cultural organizations.

6. Presentations

The faculty member consistently presents papers, posters, performances, exhibitions, or workshops at professional meetings. Creative performances or exhibitions should be listed here. Participation in the Midwestern State University Faculty Forum may be counted as part of an applicant's presentations.

7. Demonstration of Collegiality in Research/Creative Endeavor

Collegiality shall be demonstrated through research/creative accomplishments achieved by working respectfully and courteously with the faculty, staff, and administration of the university, and with others.

Service

Ongoing, meaningful, and collegial service is required of all full-time faculty members at Midwestern State University. Service may be demonstrated on a number of levels: contributions to the faculty member's department, contributions to his/her college, university-wide involvements, and professional/community efforts.

All supporting documentation should be inserted in Section 6 of the portfolio.

1. Service to the University

a. Effective participation in and administration of department/college activities.

This category may include activities associated with undergraduate and graduate instructional programs; committees; student and faculty recruitment; curriculum development; preparation of government documents; and assistance with collection, analysis, and reporting of information or data in connection with assessment and accreditation self-studies.

b. Effective participation within the Midwestern State University academic community. This category may include university committee work; service on Faculty Senate; university-sponsored public service programs; and such activities as seminars, panel discussions and judging; sponsorship of professional or scholarly activities on campus, participation in the American Democracy Project, Constitution Day, Family Day, Mustangs Rally, Spirit Days, and Majors Fair.

c. Responsible and effective out-of-class career planning and academic advisement of students. This category may include personal counseling, sponsoring of non-academic organizations and activities, assisting in student job placement, assisting with graduate applications, etc.

d. Demonstration of Collegiality in Service. Collegiality shall be defined as a willingness to work with others respectfully and courteously. Collegiality in service may be demonstrated through the mentoring of other faculty; volunteering to participate in university activities; following through on assigned tasks; being willing to take on administrative responsibilities if needed; and sharing in the preparation for and participation in campus events.

2. Service to the Profession/Community

a. Ongoing and active involvement in professional organizations such as organizing and chairing sessions, serving as a regional representative, holding offices, and serving on regional, state, or national committees.

b. Consulting in one's area of professional expertise or providing expertise to agencies, the community, or the university in an ongoing fashion.

c. Conducting workshops, clinics, and performances, or hosting conferences or academic contests or other academic events.

d. Obtaining external grants or outside contributions for scholarships, student activities, software, equipment, and other resources for professional / community use other than research.

e. Participating in public service activities, which may include public talks, exhibitions, or training activities; public interviews; presentation of workshops; judging artistic performances; tutoring; participation on boards or in public organizations; consulting; etc.

V. Procedures for Tenure and Promotion Application

Each faculty member is responsible for initiating the process of applying for tenure or promotion in rank. Upon notification of eligibility, the applicant will prepare the portfolio as described below.

Once the application has been submitted, it will continue through the tiered tenure and promotion system to the President of the University and the Board of Regents unless withdrawn by the

applicant or unless there are recommendations against advancement at any two of the first five levels.

The Tenure and Promotion Application Portfolio

The narrative and all supporting documentation should be contained in one (1) three-ring binder with tabs for each section identified below. The final Tenure and Promotion Application Portfolio must include all of the following sections:

1. Section 1:

- a. Letter of notification showing eligibility for tenure or promotion from the Provost and Vice President for Academic Affairs
- b. Letters of recommendation and checklists from the Chair of the Department, the College Tenure and Promotion Committee, the College Dean, and the University Tenure and Promotion Committee (to be added by the appropriate individual or committee).
- c. Departmental and college guidelines (to be added by the Department Chair and College Dean, respectively).

2. Section 2:

Up-to-date, detailed curriculum vitae showing degrees earned along with dates, teaching experience at various universities along with dates, positions held along with dates, published and unpublished research along with dates, and creative works along with dates.

3. Section 3:

Applicant's narrative covering all areas (teaching effectiveness, research/scholarly activity, and service).

4. Section 4:

Relevant information regarding achievements in teaching effectiveness including:

- a. The applicant's statement of teaching philosophy
- b. Copies of the applicant's Annual Faculty Personal Reports and Evaluations for the past five years or every year on contract at Midwestern State University if fewer than five years.
- c. Summaries of student evaluations for the past five years or every year on contract at Midwestern State University if fewer than five years and an explanation of the grade distribution.
- d. Summaries of grade distributions for the past five years or every year on contract at Midwestern State University if fewer than five years.

5. Section 5:

Relevant information regarding achievements in research/scholarly activity.

6. Section 6:

Relevant information regarding achievements in service.

Process of Tenure or Promotion Application Consideration

A tiered system is used to evaluate the faculty member for promotion and/or tenure. The faculty member's application for promotion and/or tenure will be reviewed within the context of

departmental and college guidelines at the following levels in the order indicated: (1) the Department Chair, (2) the College Tenure and Promotion Committee, (3) the College Dean, (4) the University Tenure and Promotion Committee, (5) the Provost and Vice President for Academic Affairs, (6) the President, and (7) the Board of Regents. A recommendation for or against advancement within the system will be made at each level. The accumulation of two recommendations against advancement as the application proceeds through the first five levels will terminate the process for that year.

The process will be established according to the following dates (or the first business day following these dates if they fall on a weekend or holiday):

May 15:	Notification of eligibility for promotion and/or tenure by the Provost and Vice President for Academic Affairs
October 1:	Portfolio due to the Department Chair
October 15:	Portfolio due to the Office of the College Dean for transfer to the College Tenure and Promotion Committee
November 15:	Portfolio due to the College Dean
January 10:	Portfolio due in the Office of the Provost and Vice President for Academic Affairs or transfer to the University Tenure and Promotion Committee
February 20:	Portfolio due to the Provost and Vice President for Academic Affairs
March 25:	Recommendation due to the President
May Board Mtg:	Recommendation due to the Board of Regents

Applicant

The applicant will verify that all essential materials are included in the portfolio by completing the portfolio check-off form and will submit the portfolio to the Department Chair.

Department Chair

The Department Chair will initiate the development and periodic review of department-wide guidelines for the evaluation of satisfactory performance and ensure that all departmental faculty members are aware of them. These guidelines shall be in accord with and further detail the relevant college guidelines.

After reviewing the candidate's portfolio, the Department Chair will prepare a separate written recommendation to accompany each evaluation form based on an assessment of the candidate within the context of the departmental and college guidelines, complete the appropriate evaluation forms and the portfolio check-off form, add these documents and a copy of the departmental guidelines to the candidate's portfolio, and send a copy of the evaluation forms

and written recommendations to the applicant. The chair will forward the portfolio to the College Tenure and Promotion Committee.

If the department chair is the candidate, evaluation of his/her portfolio will begin with his/her College Tenure and Promotion Committee. The department chair will submit his/her portfolio to the dean by the October 1 deadline. The dean will transfer the portfolio to the College Tenure and Promotion Committee by the October 15 deadline. The department chair should supply the materials called for under 'Applicant' on the Portfolio Check-Off Form as well as the Tenure and Promotion Guidelines for his/her department. The department chair may also mark NA in the space on the Check-Off Form designated for the department chair's evaluation form and written recommendation.

College Tenure and Promotion Committee

The College Tenure and Promotion Committee will consist of at least three senior, tenured members of the faculty. Whatever the total, there must be an odd number of members on the College Tenure and Promotion Committee. At the discretion of the College Dean, the committee may be either elected by the college faculty or appointed by the College Dean based on recommendations from the College Council. Representatives will serve two-year staggered terms. The members must hold at least the rank of associate professor, be tenured, and have a record of continuing professional activity. In the event that one of those serving is being considered for promotion, an alternate will be selected to serve one year of the term. The College Dean may not serve on the committee. The Department Chair may not serve on the committee if a faculty member from that department is being considered for promotion and/or tenure. No member of the College Tenure and Promotion Committee may serve concurrently on the University Tenure and Promotion Committee. The committee will elect a chair from among its members.

After reviewing the candidate's portfolio, the committee will prepare a separate written recommendation to accompany each evaluation form based on an assessment of the candidate within the context of the departmental and college guidelines, complete the appropriate evaluation forms and the portfolio check-off form, and add these documents to the candidate's portfolio. The committee will record the result of its votes, but will not indicate the number of yes and no votes. The chair will send a copy of the evaluation forms and written recommendations to the applicant and the Department Chair and forward the portfolio to the College Dean.

College Dean

The College Dean will initiate the development and periodic review of college-wide guidelines for the evaluation of satisfactory performance and ensure that all college faculty members in the respective college are aware of them. These guidelines shall be in accord with and further detail the criteria defined in this policy.

After reviewing the candidate's portfolio, the College Dean will prepare a separate written recommendation to accompany each evaluation form based on an assessment of the candidate within the context of the departmental and college guidelines, complete the appropriate evaluation forms and the portfolio check-off form, add these documents and a copy of the college guidelines to the candidate's portfolio, and send a copy of the evaluation forms and written recommendations to the applicant and the Department Chair. The Dean will forward the portfolio to the University Tenure and Promotion Committee unless there are two negative recommendations within the first three evaluations (Department Chair, College Tenure and Promotion Committee, and College Dean), in which case the College Dean will send the portfolio directly to the Provost and Vice President for Academic Affairs ~~if the candidate applies for both~~

~~tenure and promotion and receives two negative recommendations in one application but not the other, the Provost and Vice President for Academic Affairs will remove the recommendation and evaluation form addressing the category that received two negative votes. If the application is for tenure and promotion to associate professor and the application for tenure received two negative recommendations, the Provost and Vice President for Academic Affairs will remove as well the pages referring to collegiality in the applicant's portfolio.~~

If the dean is the candidate, his/her portfolio will be transferred from the College Tenure and Promotion Committee to the provost and Vice President for Academic Affairs by the November 15 deadline. The provost and Vice President for Academic Affairs will transfer the dean's portfolio to the University Tenure and Promotion Committee by the January 10 deadline. As part of his/her initial preparation of his/her portfolio, the dean should supply the materials called for under 'Applicant' on the Portfolio Check-Off Form as well as the Tenure and Promotion guidelines for his/her college. The dean may also mark NA in the space on the Check-Off Form designated for the dean's evaluation form and written recommendation.

University Tenure and Promotion Committee

The University Tenure and Promotion Committee will consist of senior, tenured members of the faculty. Each college shall be represented by one tenured committee member for each twenty line-item, full-time positions, or major fraction thereof. All members of the committee are elected within their college for two-year staggered terms. In a college with two or more representatives, the terms of college representatives will be staggered. No academic department may have more than one elected representative. The members must hold at least the rank of associate professor, be tenured, and have a record of continuing professional activity. In the event that one of those elected is being considered for promotion, an alternate will be elected from that college to serve one year of the term. No faculty member can serve more than two consecutive terms. College Deans, the Provost and Vice President for Academic Affairs or the University President may not serve on the committee. A Department Chair may serve on the committee, provided that no faculty member from that chair's department is being considered for tenure and/or promotion. No member of the University Tenure and Promotion Committee may serve concurrently on the College Tenure and Promotion Committee. As it concludes its work, the committee will annually elect a chair for the next year from those members who are not serving the final year of a two-year term and who are not likely to apply for promotion during the subsequent year.

A candidate's application may be considered only if a representative of the candidate's college is present. After reviewing the candidate's portfolio, the committee will prepare a separate written recommendation to accompany each evaluation form based on an assessment of the candidate within the context of the departmental and college guidelines, complete the appropriate evaluation forms and the portfolio check-off form, and add these documents to the candidate's portfolio. The committee will record the result of its votes, but will not indicate the number of yes and no votes. The chair will send a copy of the evaluation forms and written recommendations to the applicant, the Department Chair, and the College Dean, and forward the portfolio to the Provost and Vice President for Academic Affairs.

Provost and Vice President for Academic Affairs, President, and Board of Regents

The Provost and Vice President for Academic Affairs will inform those candidates whose portfolios contain two negative recommendations in writing that the application process has been terminated and send a copy to the Department Chair and the College Dean.

Unless the portfolio contains two negative recommendations, the Provost and Vice President for Academic Affairs, after reviewing the candidate's portfolio, will evaluate the applicant's

performance within the context of the departmental and college guidelines, and make a recommendation to the President. The president has the right to review an application that has received two negative votes, reject that recommendation, and submit a positive recommendation to the Board of Regents. Once the President has decided whether or not to forward the application to the Board of Regents, the Provost and Vice President for Academic Affairs will so inform the candidate in writing, with copies to the Department Chair and College Dean. After the Board of Regents has made the final decision, the President will inform the applicant of the Board's decision in writing, with copies to the Department Chair, the College Dean, and the Provost and Vice President for Academic Affairs.

Disposition of the Tenure and Promotion Application Portfolio

The portfolio, exclusive of support materials, will be maintained in a permanent archive, in hard copy or on a magnetic medium, as part of the faculty member's permanent personnel file. Supporting material will be returned to the faculty member when the process has been completed.

3.348 Human Resources

Employment of Foreign Nationals

Date Adopted/Most Recent Revision: 02/15/2008

A. Introduction

The process of employing foreign nationals involves federal rules and regulations that if not carefully followed can result in severe penalties and consequences to the employee and employer. United States (U.S.) immigration laws are very specific and complicated concerning in regard to the employment based options for of foreign nationals. and also very specific in terms of the penalties to be imposed for the violation of these laws. Errors in compliance can cause the university to be debarred from immigration filings as well as to be subject to substantial monetary fines and penalties. An employee who violates status can be subject to removal from the U.S. among other penalties. This policy is intended to provide a general overview of the processes relative to employment ~~for of~~ foreign nationals at Midwestern State University and does not propose to represent immigration law.

B. Verification of Eligibility for Employment

All foreign nationals employed by the university, ~~in any capacity,~~ must be processed through the ~~Office of International Services~~ Human Resources Department in coordination with the Office of the General Counsel, and in accordance with approved internal procedures. Subsequent to the employing authority's confirmation of an offer of employment, the ~~Office of International Services-~~ Human Resources Department will verify the employee's credentials (passport, visa, social security number, work authorization status, etc.). ~~Employees determined by the Office of International Services and the Human Resources Department to be ineligible for employment will be denied employment by the university.~~ Foreign nationals who must have prior authorization obtained from relevant immigration agencies to work for the university shall not commence employment until authorized.

C. Eligible Employment Status for Foreign National Student Employees

The Office of International Services will issue the Form I-20 for students in F-1 status and Form DS-2019 for students in J-1 (exchange visitor) student status. The "On-Campus Employment Form For International Students," verifying F-1 and J-1 student employment eligibility, must be issued by the Office of International Services before the student employee's first day of work, and must be renewed annually. The Office of International Students is responsible for all SEVIS database compliance by the university for students.

D. Eligible Employment Status for Full-time Foreign National Employees

Foreign nationals ~~can~~ may be employed in full-time positions through several processes. ~~The current residence and immigration status of the prospective employees have some bearing on the process.~~ For staff positions, this review will be conducted by the Human Resources Department in conjunction with the Office of the General Counsel. For faculty positions, this review will be conducted by the Office of the Provost and Vice

President for Academic Affairs in conjunction with the Human Resources Department and the Office of the General Counsel.

1. If eligible, a ~~A~~ foreign national may be eligible for employment ~~can be hired on via~~ Optional Practical Training (OPT) or Academic Training (J-1) status for one year or eighteen months, respectively. For qualifying STEM positions, additional time in OPT status may be available. No employment based petition processing is required unless the employee is to be retained beyond the period specified on the Employment Authorization Document (EAD). Citizens of Canada or Mexico may qualify for employment on a North American Free Trade Agreement (TN) status, which is granted for professional positions on a one-year renewable basis.
2. Eligible foreign nationals and those losing eligibility with the expiration of the F-1, OPT, ~~TN~~, or J-1, Academic Training status and current employees in a TN status may gain employment status through the employer sponsored H1-B visa, which entails the filing of a Form I-129 and a Labor Condition Application. The H1-B visa is available to qualified individuals for a period of three years and may be renewed for a second three-year period. In the event of a delay in a pending immigration visa petition, an emergency 7th year of H1-B status may be granted. At least six (6) months prior to the expiration of work authorization, the applicable department must determine whether to request potential sponsorship by the university for a nonimmigrant visa.
3. In some cases, a ~~A~~ foreign national in non-immigrant status may apply for permanent residence in the U. S. If the university wishes to retain the employee, the university may sponsor the employee for an immigrant visa, or "green card." Sponsorship for permanent residence does not constitute a guarantee of lifetime employment or of tenure; however, there should be no anticipated employment ending date on the part of the university or the employee. An individual employee may not initiate the request for sponsorship. A formal request must be submitted to the Human Resources Department ~~through the Office of International Services~~ by the hiring department seeking university sponsorship. ~~for the permanent residency status of a foreign national employee.~~ In the case of faculty, the request will be signed by the respective department chair and dean and approved by the ~~p~~Provost and ~~v~~Vice ~~p~~President for ~~a~~Academic ~~a~~Affairs. In the case of staff, the request will be signed by the department director and approved by the ~~p~~Provost and ~~v~~Vice ~~p~~President for ~~a~~Academic ~~a~~Affairs or respective vice president. The ~~Director of International Services~~ Human Resources Department in coordination with the Office of the General Counsel will determine if the foreign national employee and the proposed position meets the federal guidelines for sponsorship. ~~The provost and vice president for academic affairs or respective vice president will determine if the position and the qualifications of the individual meet the criteria for university sponsorship.~~ The president will make the final decision to determine if the sponsorship is in the best interest of the university.

~~4. A foreign national with an advanced degree and extraordinary ability, such as an outstanding, internationally recognized professor or researcher, may be eligible for an EB-1 visa. EB-1 visa application does not require employer sponsorship.~~

~~5. A foreign national with a minimum of a Master's degree or an exceptional ability may be eligible for an employer sponsored EB-2 visa. It is advisable to allow one year or more for EB-2 status approval through the standard labor certification procedure utilizing the Form I-140.~~

E. Financial Support

The university will pay the applicable filing fees and attorney costs related to petitions filed by the university ~~filing fee and fraud fee~~, as required by law. ~~Legal fees incurred during the labor certification application process for permanent residency status must be paid by the university.~~ A private attorney may not be engaged to represent the university unless first approved by the university president, the Office of the General Counsel, and the Office of the Texas Attorney General. A foreign national does not have the option to retain outside counsel to file immigrant or nonimmigrant petitions based on his or her employment by the university. If expedited processing of a petition is desired or required, the additional "premium processing" fee may be approved for payment by the university when in its best interest unless the foreign national has chosen to expedite the petition for his or her personal benefit. Application fees, costs, and related legal fees for dependent family members related to immigration filings must be paid by the foreign national. Additionally, ~~the university will contribute 50% of the costs incurred by a qualified foreign national employee seeking status in one of the following categories up to a maximum of \$1,000 per employee. No employee shall receive financial support in more than one category or for more than one request in any one category, while employed at Midwestern State University. Applications for reimbursement of costs incurred seeking status in these categories should be submitted by the employee to the Human Resources Department.~~

~~1. H1-B~~

~~2. EB-1~~

~~3. EB-2~~

FINANCE COMMITTEE

Finance Committee

Membership

Mike Bernhardt, Chairman
Caven Crosnoe
Lynwood Givens
Jeff Gregg

Reading and Approval of Minutes

14-105. The minutes of the Finance Committee meeting February 13, 2014, will be recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 14-105.

Summary of Financial Support 9/1/13-4/10/14

14-106. This report is shown as Attachment 14-106 and will be presented as information only.

Review and Acceptance of Financial Reports

14-107. The administration will recommend the January, February, and March, 2014, Financial Reports for acceptance. These reports were previously distributed to the board.

Investment Report

14-108. The administration will recommend the second quarter FY 2014 investment report for acceptance. This report was previously distributed to the board.

Investment Policy

14-109. Changes to Policy 4.182, Investment Policy – Operating Fund, will be recommended for approval to better align the policy with the Texas Education Code (see Attachment 14-109).

University Accounts/Signature Authorizations

14-110. The administration will recommend adding the following individual to the list of those authorized to sign on university bank accounts, with two signatures required on all checks drawn from university accounts:

- Ms. Linda Rose, Assistant Controller

Payment Voucher Authorization

14-111. The administration will recommend the following individuals be authorized to approve payment vouchers for the university:

- President
- Provost and Vice President for Academic Affairs
- Vice President for Business Affairs and Finance
- Controller
- Assistant Controller
- Two senior accountants designated by the Controller

Bank Depository and Pledge of Collateral Agreement

14-112. The administration has competitively solicited bids from financial institutions for bank depository, collateral services, and custodial safekeeping. A recommendation will be presented concerning the awarding of a contract from the bids received.

FY 2013-2014 Items \$50,000 & Under

14-113. In accordance with Board policy, the president authorized the following increases to the current budget. The administration will recommend ratification of these budget changes.

<u>From Account:</u>		<u>To Account:</u>			
<u>Number</u>	<u>Title</u>	<u>Number</u>	<u>Title</u>	<u>Purpose</u>	<u>Amount</u>
26000 23260	Student Service Fees	33301 3300	Clark Student Center Renovation	Ensure completion of scheduled projects and purchase of multi-purpose banquet tables	\$47,000.00
23220 3200	Distance Learning Fee	22954 2950	Desire 2 Learn	Funds needed for maintenance support	4,077.75
Total					\$51,077.75

Review of Personnel Reports and Salary/Title/Position Changes in 2013-2014 Budget

14-114. The reports of personnel changes in January, February, and March, 2014 will be presented for information as shown in Attachment 14-114. New positions were approved by the president and the board chairman. Salary and position changes will be presented for ratification as shown below.

<u>Current Position</u>	<u>Action</u>	<u>Additional Funding</u>	<u>Annual Budget Increase (Decrease)</u>	<u>Net Current FY Actual Cost(Savings)</u>
Assistant Director, Marketing & Public Information	Additional 1.0 FTE	Voluntary Separation Program (VSP) Savings	\$50,000	\$31,250
Admissions Evaluator	Additional 1.0 FTE	Salary savings	21,312	12,432
Two positions reclassified	Positions in Facilities Services and Controller's Office		(8,932)	(5,955)
Various positions in Facilities Services	Filled positions below budget		(3,855)	(2,249)
Three staff positions	Filled positions below budget		(48,941)	(26,882)
Total			\$ 9,584	\$ 8,596

New Faculty and Staff Positions – FY 15

14-115. The administration will recommend the following faculty and staff position additions in the FY 15 budget. The final determination of position changes will be made during the budget process.

College	Department	Cost/Rank Change	Justification
Robert D. & Carol Gunn College of Health Sciences and Human Services	Athletic Training	\$40-42,000 - New line for Instructor/Assistant Head Athletic Trainer	Inadequate staffing for the number of sports offered, meet NCAA requirements, and increase enrollment in athletic training program
Prothro-Yeager College of Humanities and Social Sciences	Sociology	\$66,310 (Current budget \$22,103—total salary needed \$88,413)	Director of Study Abroad returning to faculty full time for one year
Prothro-Yeager College of Humanities and Social Sciences	International Education—Study Abroad	\$11,778 (Current budget \$65,022—total salary needed \$76,800); change line to 12 month staff position	Hiring new director of study abroad

Waiver of Fees – Study Abroad Program

14-116. The administration will request authorization to waive certain fees for students enrolled in Midwestern State University study abroad programs.

Waiver of Fees – Sheppard Air Force Base Military Personnel – Graduate Students

14-117. The administration will request authorization to waive certain fees for Sheppard Air Force Base military personnel enrolled in graduate programs at Midwestern State University.

**FINANCE COMMITTEE
ATTACHMENTS**

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

	9/1/2013 10/10/2013	10/11/2013 1/17/2014	1/18/2014 4/10/2014	Total Year to Date
University Development- Scholarships, Donations.....	\$ 284,079	\$ 517,458	\$ 242,830	\$ 1,044,367
Gifts in Kind	\$ 18,369	\$ 5,267	\$ 951	\$ 24,587
Grants	\$ 3,000	\$ 2,300	\$ 26,468	\$ 31,768
MSU Endowments		\$ 23,650	\$ 175	\$ 23,825
Contributions to Foundation	\$ 107,845	\$ 71,874	\$ 40,184	\$ 219,903
President's Excellence Circle				
2012-2013	\$ 13,610	\$ 1,000		\$ 14,610
2013-2014		\$ 158,341	\$ 52,341	\$ 210,682
2014-2015		\$ 1,000		\$ 1,000
Museum of Art at Midwestern State University	\$ 10,000	\$ 28,838	\$ 19,126	\$ 57,964
Annual Fund	\$ 80,586	\$ 181,534	\$ 63,927	\$ 326,047
Alumni Association				
1,797 (2013-2014 memberships)	\$ 6,690	\$ 2,285	\$ 685	\$ 9,660
(608 lifetime members)	\$ 1,100	\$ 3,100		\$ 4,200
Mustangs Athletic Club				
Cash	\$ 50,457	\$ 104,135	\$ 19,745	\$ 174,337
Corporate Sponsors - Athletics				
Cash	\$ 16,375	\$ 49,862	\$ 14,363	\$ 80,600
Contributed Services	\$ 98,000	\$ 69,400		\$ 167,400
Fantasy of Lights	\$ 32,942	\$ 30,846	\$ 1,075	\$ 64,863
Contributed Services		\$ 20,090		\$ 20,090
Scholarship Funds from Outside Sources	\$ 169,571	\$ 220,604	\$ 128,019	\$ 518,194
TOTAL	\$ 892,623	\$ 1,491,584	\$ 609,889	\$ 2,994,096

Policy 4.182 INVESTMENT POLICY – OPERATING FUNDS

Date Adopted/Most Recent Revision: 8/9/13

A. Purpose

The purpose of this investment policy is to establish cash management and investment guidelines for the investment and protection of university operating funds in order to ensure that the university's investments are duly authorized, properly managed, and adequately protected. This policy will be reviewed annually by the Board of Regents. This policy is intended to:

1. Establish prudent investment procedures.
2. Assure that investment assets are adequately safeguarded.
3. Assure that adequate accounts and records are maintained which reflect investment position and results.
4. Assure that a system of good internal controls is maintained.

This policy provides investment guidelines for all operating funds invested by Midwestern State University to ensure compliance with university standards, the Public Funds Investment Act (TX Govt. Code 2256), Texas Education Code 51.0031, and all other state and federal laws.

B. Investment Objectives

1. Safety of Principal:

Each investment transaction shall seek to reduce the likelihood of capital losses, whether from security defaults or erosion of market value.

2. Liquidity:

The investment portfolio shall remain sufficiently flexible to enable the university to meet all operating requirements which may be reasonably anticipated in any funds.

3. Public Trust:

In managing the investment portfolio, officials shall avoid any transaction that might impair public confidence in the university. Investments shall be made with precision and care, considering the probable safety of the capital as well as the probable income to be derived. No security shall be purchased that has either a limited or nonexistent secondary market.

4. Rate of Return:

The investment portfolio shall be designed with the purpose of regularly exceeding the average return of three month U.S. Treasury bills and the State of Texas Treasury yield. The investment program shall seek returns above this threshold, consistent with the overall investment policy and other investment objectives.

C. Investment Fund Administration

1. Investment Responsibility

Investment responsibilities are delegated by the Midwestern State University Board of Regents to the President and the Vice President for ~~Administration~~ **Business Affairs** and Finance. Each member of the Board shall attend at least one (1) training session relating to the person's responsibilities under the Public Funds Investment Act within six (6) months after taking office.

The university's chief financial officer and controller shall attend at least one (1) training session relating to that person's responsibilities within six (6) months after assuming duties and shall attend a training session not less than once in a two (2) year period and prepare a report to the Board of Regents on such training. This training must include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act (TX Govt. Code 2256.007). The university's chief financial officer shall also provide a report within six months of the end of each legislative session on any changes to the Public Funds Investment Act passed that session.

2. Day-to-Day Supervision

The Controller shall be responsible for the daily supervision and implementation of the investment program and shall be authorized to purchase, sell and invest university funds in accordance with the Public Funds Investment Act and Education Code 51.003 and this investment policy, with approval of the President or the Vice President for Administration Business Affairs and Finance.

3. Record Keeping

Transaction and accounting records shall be complete and prepared on a timely basis with consideration at all times to the adequacy of an audit trail. Internal controls will assure responsible separation of duties and diminish the real and prospective burden on individual employees.

4. Custody

Custody of investment assets shall be in compliance with applicable laws and arranged to provide as much security, trading speed, and flexibility as possible.

D. Investment Strategy - Short-term Operating Funds

1. The daily cash position will be monitored by the Controller to ensure that non-interest bearing cash is minimized. The collection time of all dividend and interest payments will be accelerated to the extent possible. The university will maintain a minimum of \$1,000,000 available in overnight funds which will be kept in Texpool, Logic, or repurchase agreements. Should balances fall below this amount for any reason they will be replenished at the earliest opportunity from the first available cash receipts.
2. Overnight or short-term (thirty [30] days) funds shall be invested through a competitive bid or offer process as frequently as the market dictates as follows:
 - a. Banks in the local area are to be contacted by telephone to obtain their current certificate of deposit rates.
 - b. An unaffiliated investment broker is to be contacted to obtain statewide Texas banks' certificate of deposit rates.
 - c. Texpool or LOGIC, or other Board-approved cash investment pools are to be contacted to obtain current overnight rates.
 - d. Funds shall be placed based on the best rate quoted.

3. Transactions to purchase or sell securities shall be entered into on the basis of "best execution," which normally means best realized net price for the security. Settlement of all transactions except investment pool funds must be on a delivery versus payment basis.
4. The goal of the university will be that the portfolio shall be adequately diversified at all times in accordance with these investment guidelines. Specific investment ranges and investment policy limitations are as follows:

	Minimum	Maximum
U.S. Treasury Obligations	0%	100%
Federal Agency Obligations	0%	90%
Federal Agency Mortgage-Backed	0%	25%
Municipal Obligations	0%	50%
Certifications of Deposit (Insured)	0%	20%
Purchase Agreements (Collateralized)	0%	20%
Mutual Funds	0%	15%
Approved Investment Pools	0%	50%
<u>University System Cash Concentration Pool</u>	<u>0%</u>	<u>90%</u>

5. The university's pooled investment fund is comprised primarily of operating funds, and fund balance equity that carries forward from year to year. At the beginning of each fiscal year, the Controller and Vice President for ~~Administration~~ **Business Affairs** and Finance will analyze current operating cash needs as well as any cash requirements for capital projects that will occur within the next two (2) years. If the university is not using a University System Cash Concentration Pool arrangement, the university will be required to more closely monitor its investments and maturities. This monitoring and analysis will include a two (2) year time line which clearly identifies any known cash requirements and the approximate month in which the cash must be available. Once an analysis of project needs has been assembled, an analysis of current economic conditions and interest rate levels and projections from third party outside sources should be reviewed. Investment maturities are to be structured in such a way as to maintain a liquid or currently maturing balance for all operating funds budgeted for expenditure during the fiscal year. If interest rates are rising or anticipated to increase these funds may be kept in short-term investment pools such as TEXPOOL. If interest rates are falling or are projected to fall, these funds should be invested to match projected cash needs as determined. Funds in excess of operating funds may be invested, preferably by staggering maturities, for longer than a year.
6. Bond proceeds are to be invested separately and apart from the university's pooled investment fund and maturities are to be structured in such a way as to provide sufficient cash to meet construction expenditures.
7. Endowment funds are to be invested in accordance with the university's separate Investment Policy – Endowment Funds.

8. Investments donated to the university for a particular purpose or for a specific use as specified by the donor may be held in investments other than those identified as authorized investments in this policy. Such investments shall be held apart from the university's pooled investment fund. Those investments shall be subject to all other requirements of this policy.
9. The investment staff shall be responsible for following the "prudent person" standard which shall be applied in the management of the portfolio. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

E. Investment Brokers/Dealers

1. The Board of Regents and the President may hire independent investment advisors or investment managers to assist university personnel in the execution of their investment responsibilities. All routine investments will be purchased or sold utilizing an established list of qualified firms. The Board of Regents shall annually review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the university. Qualified firms must be regulated by the Securities Exchange Commission and be members of the National Association of Securities Dealers, Inc.
2. A written copy of this investment policy shall be presented to any person offering to engage in an investment transaction with the university. The qualified representative of the business organization shall execute a written instrument substantially to the effect that the business organization has:
 - a. Received and reviewed this investment policy; and
 - b. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the university and the organization that are not authorized by the university's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the university's entire portfolio or requires an interpretation of subjective investment standards.
 - c. The investment officer may not acquire or otherwise obtain any authorized investment described in this investment policy from a person who has not delivered the written instrument to the university as described above.
 - d. Nothing in this section relieves the university of the responsibility of monitoring the investments made by the university to determine that they are in compliance with this investment policy.

F. Investment Ethics

Officers and investment staff involved in the investment process shall refrain from personal business activity, as defined by the Public Funds Investment Act (TX Govt. Code 2256.005), that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. A member of the Board shall not direct nor participate in the decision to purchase or sell securities of a firm with which such member is significantly affiliated. Securities will not be purchased from or sold to a member of the Board. All investment staff must

report any personal business relationship or relationship within the second degree of affinity or consanguinity with an individual or another firm or organization to the President and the Internal Auditor. On an annual basis the staff will report the nature and extent of any investments in or business transacted with such firms.

G. Investment Guidelines

Funds must be invested at all times in strict compliance with the Public Funds Investment Act (TX Govt. Code 2256) and other applicable laws, unless invested according to Texas Education Code Section 51.0031 which allows the Board of Regents to contract with another institution under prudent person investment standards.

1. Authorized Investments. Authorized investments include the following.

- a. Obligations of the United States or its agencies and instrumentalities.
- b. Direct obligations of the State of Texas or its agencies and instrumentalities.
- c. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States with a maturity of 10 years or less.
- d. Other obligations, the principal of an interest on which are unconditionally guaranteed or insured by the State of Texas or United States.
- e. Obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent.
- f. Certificates of deposit issued by state and national banks having a main office or branch office in this state that are guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor, or collaterally secured by those obligations as listed above in a. - e.
- g. Certificates of deposit issued by a savings bank having a main office or branch office in this state that are guaranteed or insured by the Federal Savings and Loan Insurance Corporation or its successor, or collaterally secured by those obligations as listed above in a. - e.
- h. Fully collateralized repurchase agreements having a defined termination date, secured by obligations described in a. above, and the securities are pledged to the university, held in the university's name and deposited at the time the investment is made with the university or with a third party selected and approved by the university, and is placed through a primary government securities dealer as defined by the Federal Reserve, or a financial institution doing business in this state. Repurchase agreement means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations described in a. above, at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. This term includes a direct security repurchase agreement and a reverse security repurchase agreement. The term of any reverse security repurchase agreement may not exceed ninety (90) days after the date the reverse security repurchase agreement is delivered. Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.
- i. Prime domestic bankers' acceptances with a stated maturity of two-hundred-seventy (270) days or less from the date of issuance and will be liquidated in full at maturity, are eligible

for collateral for borrowing from a Federal Reserve Bank, and are accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1, P-1, or the equivalent by at least one nationally recognized credit agency and is fully secured by an irrevocable letter of credit issued by a bank.

- j. Commercial paper with a stated maturity of two-hundred-seventy (270) days or less from the date of its issuance that is rated not less than A-1, P-1, or the equivalent by at least two (2) nationally recognized rating agencies, or is rated at least A-1, P-1, or the equivalent by at least one (1) nationally recognized credit agency and is fully secured by an irrevocable letter of credit issued by a bank.
- k. SEC-registered, no-load money market mutual funds and no-load mutual funds as described in and limited by the Public Funds Investment Act (TX Govt. Code 2256.014).
- l. Guaranteed Investment contracts for bond proceeds as described in the Public Funds Investment Act (TX Govt. Code 2256.015)
- m. Investment Pools as described in the Public Funds Investment Act (TX Govt. Code 2256.016).
- n. Corporate bonds, debentures, or similar debt obligations rated by a nationally recognized investment rating firm in one of the two highest long-term rating categories, without regard to gradations within those categories.
- o. A contracted arrangement with a university system as defined under Education Code 51.0031 which allows the university to invest its cash into a system's cash concentration pool.**

2. Unauthorized Investments

Effective September 1, 1995, in compliance with the Public Funds Investment Act (TX Govt. Code 2256.009b), the following are not authorized investments:

- a. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal (interest-only).
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest (principal only).
- c. Collateralized Mortgage obligations that have a stated final maturity date of greater than ten (10) years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

H. Performance Measurement

The investment performance of the funds will be measured by an unaffiliated organization with recognized expertise in this field, and compared against the stated performance goals.

Measurement will occur at least monthly and will be used to evaluate the results on investment holdings and will include monitoring any rating changes in the university's investments. Reports will be prepared in compliance with generally accepted accounting principles and will describe in detail the investment position of the university and will include, by individual investment, the book value, market value, accrued interest, maturity dates, any purchases, sales, gains or losses and the fund or pooled account for which each individual investment was acquired. Reports shall be distributed to the President, the Vice President for Administration **Business Affairs** and Finance, and the Internal

Auditor. The Board of Regents shall receive the report no less than quarterly. The reports to the Board of Regents must be prepared and signed by the investment staff of the university and certified as to the portfolio's compliance with these policies and the Public funds Investment Act (TX Govt. Code 2256.023), unless the funds are invested under Texas Education Code Section 51.0031, for which the reporting will be provided by the contracted institution. The university Internal Auditor will perform a compliance audit at least once every two years with results reported to the State Auditor, President, and the Board of Regents not later than January 1 of each even-numbered year on those funds held locally and not invested through contract according to Texas Education Code Section 51.0031.

I. **Interest Rate Risk Measurement**

The university will measure on a quarterly basis the interest rate risk of its securities. The university will monitor and be aware of the overall interest rate and market value risk it is taking.

Summary of the Personnel Position Status Reports for 9/1/13 – 3/31/14

January 2014	New Position – Assistant Director, Marketing and Public Information Net position change: +1 (Professional Non-Faculty) <u>Presented for ratification by Board of Regents, 5/9/14</u>
February 2014	New Position – Admissions Evaluator Net position change: +1 (Clerical and Secretarial) <u>Presented for ratification by Board of Regents, 5/9/14</u>

Total net new positions as of 3/31/14 = +2

MIDWESTERN STATE UNIVERSITY
PERSONNEL POSITION STATUS REPORT
January 31, 2014

POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY	FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	9/1/2013		ADDED (DELETED)				(SAVED)						
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	ADDED	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	41.96	4,140,322			41.96	4,140,322		39.96	3,993,322	2.00	147,000	41.96	4,140,322
REGULAR FACULTY	252.08	15,753,531			252.08	15,753,531	(23,504)	232.58	15,431,094	19.50	298,933	252.08	15,730,027
PROFESSIONAL NON-FACULTY	137.51	5,796,000	1.00	50,000	138.51	5,846,000	(12,549)	134.01	5,713,451	4.50	120,000	138.51	5,833,451
CLERICAL AND SECRETARIAL	101.83	2,401,024			101.83	2,401,024	5,628	98.83	2,386,444	3.00	20,208	101.83	2,406,652
TECH & PARAPROFESSIONAL	22.00	1,063,456			22.00	1,063,456	(6,011)	21.00	1,026,845	1.00	30,600	22.00	1,057,445
SKILLED CRAFT	31.00	1,017,227			31.00	1,017,227		31.00	1,017,227	0.00	0	31.00	1,017,227
SERVICE & MAINTENANCE	66.00	1,336,219			66.00	1,336,219	1,200	63.00	1,291,747	3.00	45,672	66.00	1,337,419
POLICE	<u>14.00</u>	<u>498,234</u>			<u>14.00</u>	<u>498,234</u>		<u>14.00</u>	<u>498,234</u>	<u>0.00</u>	<u>0</u>	<u>14.00</u>	<u>498,234</u>
GRAND TOTALS	666.38	32,006,013	1.00	50,000	667.38	32,056,013	(35,236)	634.38	31,358,364	33.00	662,413	667.38	32,020,777

MIDWESTERN STATE UNIVERSITY
PERSONNEL POSITION STATUS REPORT
February 28, 2014

POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY	FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	9/1/2013		ADDED (DELETED)				(SAVED)						
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	ADDED	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC. ADMIN & MANAGERIAL	41.96	4,140,322			41.96	4,140,322	(27,297)	39.96	3,966,025	2.00	147,000	41.96	4,113,025
REGULAR FACULTY	252.08	15,753,531			252.08	15,753,531	(23,504)	232.58	15,431,094	19.50	298,933	252.08	15,730,027
PROFESSIONAL NON-FACULTY	137.51	5,796,000	1.00	50,000	138.51	5,846,000	(34,193)	132.01	5,627,163	6.50	184,644	138.51	5,811,807
CLERICAL AND SECRETARIAL	101.83	2,401,024	1.00	21,312	102.83	2,422,336	5,628	98.83	2,388,652	4.00	39,312	102.83	2,427,964
TECH & PARAPROFESSIONAL	22.00	1,063,456			22.00	1,063,456	(6,011)	21.00	1,026,845	1.00	30,600	22.00	1,057,445
SKILLED CRAFT	31.00	1,017,227			31.00	1,017,227	(3,855)	31.00	1,013,372	0.00	0	31.00	1,013,372
SERVICE & MAINTENANCE	66.00	1,336,219			66.00	1,336,219	1,200	61.00	1,250,359	5.00	87,060	66.00	1,337,419
POLICE	<u>14.00</u>	<u>498,234</u>			<u>14.00</u>	<u>498,234</u>		<u>14.00</u>	<u>498,234</u>	<u>0.00</u>	<u>0</u>	<u>14.00</u>	<u>498,234</u>
GRAND TOTALS	666.38	32,006,013	2.00	71,312	668.38	32,077,325	(88,032)	630.38	31,201,744	38.00	787,549	668.38	31,989,293

MIDWESTERN STATE UNIVERSITY
PERSONNEL POSITION STATUS REPORT
 March 31, 2014

POSITIONS	APPROVED BUDGET		POSITIONS		TOTAL POSITIONS		SALARY (SAVED)	FILLED POSITIONS		VACANT POSITIONS		TOTAL CURRENT POSITIONS	
	9/1/2013		ADDED (DELETED)										
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	ADDED	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
EXEC, ADMIN & MANAGERIAL	41.96	4,140,322			41.96	4,140,322	(27,297)	39.96	3,966,025	2.00	147,000	41.96	4,113,025
REGULAR FACULTY	252.08	15,753,531			252.08	15,753,531	(23,504)	232.58	15,431,094	19.50	298,933	252.08	15,730,027
PROFESSIONAL NON-FACULTY	137.51	5,796,000	1.00	50,000	138.51	5,846,000	(34,193)	130.51	5,616,365	8.00	195,442	138.51	5,811,807
CLERICAL AND SECRETARIAL	101.83	2,401,024	1.00	21,312	102.83	2,422,336	5,628	97.83	2,366,524	5.00	61,440	102.83	2,427,964
TECH & PARAPROFESSIONAL	22.00	1,063,456			22.00	1,063,456	(6,011)	22.00	1,057,445	0.00	0	22.00	1,057,445
SKILLED CRAFT	31.00	1,017,227			31.00	1,017,227	(3,855)	30.00	988,880	1.00	24,492	31.00	1,013,372
SERVICE & MAINTENANCE	66.00	1,336,219			66.00	1,336,219	1,200	61.00	1,250,359	5.00	87,060	66.00	1,337,419
POLICE	14.00	498,234			14.00	498,234		14.00	498,234	0.00	0	14.00	498,234
GRAND TOTALS	666.38	32,006,013	2.00	71,312	668.38	32,077,325	(88,032)	627.88	31,174,926	40.50	814,367	668.38	31,989,293

Midwestern State University Reporting of Personnel Changes
Fiscal Year 2013-2014
January - March

I. ENTERING EMPLOYEES

1. Charleen McNeill – Assistant Professor, Nursing – 01/16/14
2. Sandra Barnett – Assistant Director, Marketing – 02/01/14
3. Jason Biggs – Admissions Counselor, Admissions – 02/01/14
4. Allison Gordon – Admissions Evaluator, Admissions – 02/01/14
5. Jerry Aberdeen – Audio Visual Technician, Information Technology – 02/10/14
6. Lynda Cannedy – Business Analyst, Small Business Development Center – 03/04/14
7. Brittney Hernandez – Secretary II, Counseling Center – 03/10/14
8. Camille Shepherd – Assessment Specialist, Institutional Research and Assessment – 03/24/14

II. EXITING EMPLOYEES

1. Bradley Borton – Assistant Director, Admissions – 01/10/14
2. Thelma Rouse – Program Coordinator, Student Support Services – 01/10/14
3. Stephen Ballenger – PC Network Services Technician, Information Technology – 01/16/14
4. Francis Bourgeois – Strength and Conditioning Coach, Athletics – 01/17/14
5. Jimmy Miller – Plumber II, Facilities Services – 01/31/14
6. Janie Hotchkiss – Secretary I, Mass Communication/Theater – 02/19/14
7. Themis Economo – Groundskeeper, Facilities Services – 02/28/14
8. Richard Lage – Academic Counselor, Academic Success Center – 03/03/14
9. Chris Henderson – Electronic Access Media Librarian, Moffett Library – 03/03/14
10. Viola Garcia – Secretary II, Education – 03/28/14

III. RETIRING EMPLOYEES

1. Gail Ferguson – Controller, Business Office – 01/31/14
2. Francis Miller – Custodian, Facilities Services – 01/31/14

AUDIT, COMPLIANCE, AND
MANAGEMENT REVIEW
COMMITTEE

Audit, Compliance, and Management Review Committee

Membership

Sam Sanchez, Chairman

Tiffany Burks

Jeff Gregg

Nancy Marks

Reading and Approval of Minutes

14-118. The minutes of the Audit, Compliance, and Management Review Committee meeting February 14, 2013, will be recommended for approval of the committee as shown in the minutes' section of this agenda as Minutes Attachment 14-118.

Potential Conflict of Interest of Regent

14-119. MSU Policy 2.25 provides that regents must disclose any potential conflict of interest to the appropriate committee of the board. Information will be presented as necessary in accordance with this policy.

Audit Activities and Audit Plan

14-120. The committee will receive information concerning university audit activities. Additionally, the Internal Auditor's proposed plan for the remainder of the 2014 fiscal year will be presented for approval (see Attachment 14-120).

Contract Management Activities and Contract Authorization

14-121. The committee will receive information concerning contract management and review activities. Additionally, changes to Policy 2.24, Approval and Execution of University Contracts will be recommended for approval as shown in Attachment 14-121.

AUDIT, COMPLIANCE, AND
MANAGEMENT REVIEW
COMMITTEE ATTACHMENTS

**FY 2014 Audit Plan
(May-August)**

Board Agenda - May 2014
Audit, Compliance & Mgt. Review
Attachment 14-120 - Page 1

This plan is meant to be flexible and will be monitored and changed as necessary. The available hours after accounting for holidays and leave time are 600. These hours have been allocated to specific areas below. A formal risk analysis process is in place that will be updated as appropriate that may justify making changes to the plan. The President and Board of Regents will be informed of any changes, which will be subject to their review and approval.

Audit Focus	Estimated Hours
Formal Internal Assessment: Formal internal assessments are required periodically (as part of a regular ongoing program of the internal audit activity) by IIA standards. We will perform an internal assessment to confirm compliance with IIA standards.	120
Compliance Activities: The Public Funds Investment Act (PFIA) requires an internal compliance audit every two years. This audit is due and will be completed before fiscal year end.	160
Quarterly Investment Reports: This audit is statutorily required for all entities that invest in other than money market mutual funds, investment pools, and certificates of deposit.	60
External Auditor Coordination: The State Auditor's Office and State Comptroller routinely depends and relies on internal auditors to accomplish their annual audit plans. Hours are being reserved to assist them as requested.	60
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.	60
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.	40
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.	100
Total Hours Budgeted	600

2.24 President's Office

APPROVAL AND EXECUTION OF UNIVERSITY CONTRACTS

Date Adopted/Most Recent Revision: 08/10/2012

A. Purpose and Scope

This policy establishes the authority for the University to approve and execute contracts. A "contract" is an agreement between two or more parties who intend to create legally enforceable obligations. There are many types and variations of contracts including, but not limited to: agreements, easements, grants, leases, letters of intent, licenses, memorandums of understanding, purchase orders, and terms and conditions.

This policy applies to any type of contract that binds the University and/or obligates the University to provide payment, services, goods, or use of university property, facilities or other resources, including any amendment, alteration, change, change order, correction, extension, modification, or renewal of a signed contract. No person has the authority to bind the University contractually except in accordance with this policy. An individual who signs a contract without having the authority to do so may be individually responsible for fulfilling the obligations required by the contract.

B. Contractual Authority of the Board of Regents

By law the Board of Regents is vested with the authority to contract on behalf of the University. The Board may delegate to a representative of the Board or an employee of the University the authority to negotiate, approve, and execute contracts. A contract that is not approved or executed (signed) in accordance with this policy is void.

C. Contract Approval Process

A *Contract Routing Sheet* prepared in accordance with section E (Administrative and Legal Review) must be attached to the contract and approved as indicated below:

Contract Term	Approval Required
Contracts of \$500,000 or more per year (except that the following are exempt from this provision: contracts related to the acceptance of bequests, gifts, or grants to the University, other than real property, in accordance with university policies and procedures; and interagency agreements for the purchase of electricity and natural gas through the Texas General Land Office's state energy marketing program)	Board of Regents
Contracts involving the acquisition, purchase, sale, or encumbrance of real property (except that a mineral interest in real property having a monetary cost or value of less than \$100,000 is exempt from this provision)	Board of Regents
Contracts in excess of five years (except that the following are exempt from this provision: a contract that can be terminated without cause with notice of 120 days or less; and leases of mineral rights having a monetary cost or value of less than \$100,000)	Board of Regents

Contracts that involve employment of the President of the University	Board of Regents
Contracts that involve athletic conference membership	Board of Regents
Contracts of \$500,000 or more per year related to: contracts related to the acceptance of bequests, gifts, or grants to the University, other than real property, in accordance with university policies and procedures; and interagency agreements for the purchase of electricity and natural gas through the Texas General Land Office's state energy marketing program	President
Contracts of \$100,000 or more, but less than \$500,000 per year	President
Contracts related to the purchase, sale, or encumbrance of a mineral interest in real property having a monetary cost or value of less than \$100,000	President
Contracts and notices of employment for University personnel	President
Licenses or other conveyances of intellectual property owned or controlled by the University	President
Contracts of less than \$100,000 per year	President or Appropriate Vice President
Contracts involving grant proposals for sponsored research, including institutional support grants	President or <u>Provost and Vice President for Academic Affairs</u> ; Vice President for Business Affairs & Finance; <u>Vice President for University Advancement & Public Affairs</u> ; and Appropriate Vice President;
Contracts involving non-monetary affiliation, <u>articulation</u> , and clinical agreements	President or Provost and Vice President for Academic Affairs; <u>and appropriate Vice President</u>
<u>Contracts for professional and consulting services</u>	<u>President and Vice President for Business Affairs & Finance</u>
Fiscal approval of contracts of \$50,000 or more per year (except that all University employment contracts are exempt from this provision)	Vice President for Business Affairs & Finance

Approval of all contracts for information technology	Vice President for Administration & Institutional Effectiveness
Approval of all contracts unless using an unmodified standard contract form pre-approved in writing by the Office of General Counsel	General Counsel

D. Contract Signature Authorization Process

Prior to signing a contract, the contract review process must be completed as outlined in section C (Contract Approval Process) of this policy. The President has approved the following signature authority:

Contract Term	Signature Approval
Contract signature authorization for contracts approved by the Board in accordance with Section C (Contract Approval Process) of this policy, unless otherwise specified by the Board	President or President's designee
Contract signature authorization for contracts of \$500,000 or more per year related to: contracts related to the acceptance of bequests, gifts, or grants to the University, other than real property, in accordance with university policies and procedures; and interagency agreements for the purchase of electricity and natural gas through the Texas General Land Office's state energy marketing program	President or President's designee
Contract signature authorization for all contracts of \$100,000 or more but less than \$500,000 per year	President or President's designee
Contract signature authorization for all contracts related to the purchase, sale, or encumbrance of a mineral interest in real property having a monetary cost or value of less than \$100,000	President or President's designee
Contract signature authorization for all contracts and notices of employment for University personnel	President or President's designee
Contract signature authorization for licenses or other conveyances of intellectual property owned or controlled by the University	President or President's designee
Contract signature authorization for all contracts of less than \$100,000 per year	President or Appropriate Vice President
Contract signature authorization for all contracts involving grants for sponsored research, including institutional support grants	President or Appropriate Vice President
Contract signature authorization for all non-monetary affiliation and clinical agreements	President or Provost and Vice President for Academic

	Affairs
Contract signature authorization for all contracts for information technology	President or the Vice President for Administration & Institutional Effectiveness

Delegations of signature authority to a designate may be made by the Chairperson of the Board of Regents, ~~or the President of the University,~~ **or the Vice President for Business Affairs and Finance** only and must: be in writing; specify the need for compliance with these contract approval and signature authorization requirements; and be retained by the party making the delegation and the party receiving the delegation. A copy of the delegation shall be sent to the Controller, Office of General Counsel, and the Contract Administration Office.

Once contracts are signed, the Purchasing Office will create purchase orders (except for contracts not involving a purchase, e.g., affiliation or facility use agreements).

E. Administrative and Legal Review

1. The University's administration shall develop and implement *Contract Administration Procedures* for all contracts that include the following:
 - (a) All contracts are in writing and in the name of the University (not in the name of a department or an individual);
 - (b) Contracts comply with applicable federal and state law and regulations (including state purchasing requirements), and applicable University policies and procedures;
 - (c) Contracts are properly reviewed and approved prior to being signed by a person with delegated authority and evidenced by a properly completed *Contract Routing Sheet*;
 - (d) Contracts are properly maintained in accordance with the University's records management policy and records retention schedule and all state reporting requirements are completed in a timely manner and proper form;
 - (e) Contracts are monitored to ensure proper execution and performance; and
 - (f) The contract administration procedures will be annually assessed and identified improvements implemented.

The contract administration procedures shall also apply to any amendment, alteration, change, change order, correction, extension, modification, or renewal of a signed contract.

2. All contracts must be approved as to form and legal sufficiency by the Office of General Counsel before execution. The Office of General Counsel may approve standard contract forms which, if unmodified, may be used without obtaining further approval from the Office of General Counsel.

F. Prior Contracts

Contracts signed and approved in accordance with policies and procedures in effect prior to the effective date of this policy shall remain in full force and effect, but modifications or extensions to such contracts must be approved and signed in accordance with the provisions of this policy.

**BOARD OF REGENTS
MEETING AGENDA**

Board of Regents Meeting Agenda
May 9, 2014
9:00 a.m.

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

The Board of Regents of Midwestern State University (MSU) may deliberate and take action regarding any item on this agenda. This meeting will be continuous in that the Board reserves the right to take any agenda item out of the order or sequence that is listed below. The Board reserves the right to discuss any properly posted items in Executive Session whenever legally justified in accordance with the Texas Government Code Chapter 551.

Call to Order

Introduction of Visitors

Opening Comments

Public Comment

A public comment period will be provided in accordance with MSU Policy 2.22.

Reading and Approval of Minutes

14-122. Minutes of the regular Board of Regents meeting February 13, 2014, will be recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 14-122.

Reading and Approval of Minutes

14-123. Minutes of the regular Board of Regents meeting February 14, 2014, will be recommended for approval as shown in the minutes' section of this agenda as Minutes Attachment 14-123.

Executive Committee Consent Agenda, Items and Report

Academic and Student Affairs Committee Consent Agenda, Items and Report

Finance Committee Consent Agenda, Items and Report

Audit, Compliance, and Management Review Committee Consent Agenda, Items and Report

President's Report and Discussion

14-124. Information will be presented concerning various university matters, including:

- A. Fall 2013 Freshman Class Profile – Dr. Lamb
- B. Update on Strategic Planning, Goals, and Future of the University

Board of Regents Officers

14-125. The position of Member-at-Large of the Board Executive Committee is an elected position previously filled by Ms. Jane Carnes. The Board will have an opportunity to discuss individual personnel matters associated with the organization of the Board of Regents and the election of officers.

Executive Session

14-126. The Board of Regents will convene in Executive Session as necessary to consider the matters permissible under Chapter 551 of the Texas Government Code, including the following.

- a. Government Code, Chapter 551, Section .071 – Consultation with Attorneys Regarding Legal Matters, Pending and/or Contemplated Litigation, or Settlement Offers, or on a Matter in which the Duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly Conflicts with Chapter 551 of the Texas Government Code.
- b. Government Code, Chapter 551, Section .072 - Deliberations Regarding the Purchase, Exchange, Lease, or Value of Real Property.
- c. Government Code, Chapter 551, Section .073 - Deliberations Regarding a Negotiated Contract for a Prospective Gift or Donation.
- d. Government Code, Chapter 551, Section .074 – Personnel Matters Relating to the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of Officers or Employees, or to Hear a Complaint or Charge Against an Officer or Employee.

Closing Comments

Adjournment

MINUTES

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Executive Committee
February 13, 2014**

The Executive Committee of the Board of Regents, Midwestern State University, met in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:28 p.m., Thursday, February 13, 2014. Executive Committee members in attendance were Mr. Shawn Hessing, Chairman; Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; and Ms. Jane Carnes, Member-at-Large. Other regents attending the meeting on campus were Mr. Charles Engelman, Dr. Lynwood Givens, Mr. Jeff Gregg, and Student Regent Shelby Davis. Regents attending the meeting via teleconference were Ms. Tiffany Burks and Mr. Sam Sanchez.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School, and Mr. Kyle Owen, Associate Vice President for Facilities Services. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Ms. Reagan Foster, Secretary/Treasurer of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the Student Government Association (SGA) were Ms. Melody Coffey, President, and Ms. Heather Baker, Observer. Representing the news media were Ms. Ann Work, reporter for the *Times Record News*; and Ms. Mechell Dixon and Mr. Ricky Scruggs, KFDX-TV III.

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

Reading and Approval of Minutes

14-46. The minutes of the Executive Committee meeting November 7, 2013 were approved by the committee as presented.

Construction Update

14-47. Mr. Hessing reported that information regarding major construction projects and an update on smaller projects were included in the agenda document. Mr. Owen reviewed this information. There being no questions, Mr. Hessing noted that the item was presented as a point of information only.

Drought Recovery Water Plan Efforts

14-48. Mr. Hessing stated that the Sikes Lake water rights application is being reviewed by the Texas Commission on Environmental Quality (TCEQ). Additionally, a Request for Proposals (RFP) is being issued for the rental of a reverse osmosis system that would be used to filter some of the chlorides out of the university's well water. He asked Dr. Rogers if he or Mr. Owen had anything to add to this information. Dr. Rogers indicated that he was very pleased with the progress being made. Mr. Owen reported that he contacted experts regarding the use of well water, including the Texas A&M Agrilife Extension Service and two agronomists. He stated that all three expressed differing opinions regarding the best way to treat the well water. All suggestions involved chemical additions to the surfaces to reduce the effects of the salt on the soil. Following consideration of these options it was determined that renting a reverse osmosis unit for three or four months during the summer would be the best option at this time. This item was presented as a point of information only.

Campus Master Plan Update

14-49. Mr. Hessing reported that the board had a good session in January discussing the future of the university and the campus master plan. He asked Dr. Rogers to bring the board up to date on what had been happening since that meeting. Dr. Rogers agreed that the meeting in January was very productive and helped the administration set priorities for the major projects that need to be addressed. Following the January board meeting, campus master plan presentations were given to the student body, the deans, and the Faculty Senate. He stated that the presentations generated excitement and good feelings about the campus and that he did not hear any disagreement with the priorities that were being discussed. Dr. Rogers noted that the two board items following included recommendations in this regard. He added that a great deal of work remains to be done prior to the May board meeting. He stated that the administration would be working with information technology specialists, parking consultants, and other experts during the planning process. This item was presented as a point of information only.

Tuition Revenue Bond (TRB) Request

14-50. Mr. Hessing noted that one of the key items discussed during the January meeting was the need to determine the university's TRB requests for the next legislative session. He asked Dr. Rogers to provide an update on this matter and to present the administration's recommendation. Dr. Rogers stated that the administration was seeking authorization to proceed with programming and planning for the following TRB requests for the 2015 legislative session:

- A. TRB #1 – College of Health Sciences and Human Services Facilities
- B. TRB #2 – Moffett Library, Bolin Science Hall, ADA, and Deferred Maintenance Projects

Dr. Rogers reported that TRB #1 includes a number of moving parts such as what will be done with the information technology building. Additional study and programming is necessary prior to a firm plan being presented in May. Additionally, TRB #2 needs to be outlined further to determine which buildings can be addressed. Dr. Rogers reported that

with the approval of this item the administration would continue planning and would bring more specific plans and estimated costs of the projects to the board in May.

Mr. Bernhardt moved approval of this item as presented. Mr. Bryant seconded the motion.

Mr. Hessing pointed out that the board was not being asked to approve the projects at this time. He added that this approval would authorize the administration to continue planning and to submit recommended TRB requests to the board in May.

There being no further discussion, the motion was approved.

Student Housing

14-51. Dr. Lamb reported that as the university grows housing will become increasingly important because the number of students not from this area will grow, both net and as a percentage of the student body. In the fall 2013 the university subleased 93 off-campus beds to accommodate the freshmen class. It is anticipated that 200-250 off-campus beds will be needed for the fall 2014 to accommodate the returning students and the incoming freshmen students. Dr. Lamb noted that if everything remains constant the university will require 325 additional beds in the fall 2015 and 459 beds in the fall 2016. He stated that given this information, new housing would likely be needed no later than fall 2016.

Mr. Hessing noted that the administration had requested authorization to proceed with planning for additional student housing to include the issuance of an RFP as necessary with a target of opening in the fall 2016. Mrs. Carnes moved approval of this item as presented. Mr. Bernhardt seconded the motion.

Mr. Gregg stated that in the planning meeting in January the board discussed the construction of a new residence hall and the possible reduction in available nearby parking. He noted that while the university should not be obligated to provide parking near classrooms, he felt some obligation to consider providing parking for residents near where they live. He asked that the administration be mindful of that during the planning process. Dr. Lamb indicated that he would keep that in mind.

There being no discussion the motion was approved.

Dalquest Desert Research Station

14-52. Mr. Hessing asked Dr. Rogers or Mr. Owen to provide information about this project. Dr. Rogers reported that the research station had been a difficult project owing to its location. He noted that the nearest town is two and one-half hours away, the soil is complex, and the weather is unpredictable. He reported that a contractor with experience in this area of Texas has been identified for the project. Mr. Owen added that there would be a 30% upcharge owing to the location.

The administration requested authorization to proceed with the project as outlined in the agenda and to expand the design-build contract with Antila and Bundy, Young, Sims, and

Potter (BYSP) at a total project cost not to exceed \$850,000. Dr. Rogers noted that private funds were available for the project. Mrs. Carnes asked how long it would take to complete the project. Mr. Owen responded that they hoped to complete the project in approximately 12-14 months.

Mr. Bryant moved approval of this item as presented. Mrs. Carnes seconded the motion. Mr. Hessing reported that a rendering of the structures to be built was included in each board member's folder (see Attachment 1). There being no further discussion, the motion was approved.

Wichita Falls Museum of Art at Midwestern State University – External Improvement Project

14-53. Mr. Hessing reported that The Priddy Foundation awarded \$665,000 to the university to be used for external improvements to the Museum. Board approval is required for the university to proceed with the project. He asked Dr. Rogers to provide additional information. Dr. Rogers reported that the university submitted proposals to a number of foundations to provide funding for this project. The project includes parking lots, signage, entrances, a pavilion, and a terrace. The proposal to The Priddy Foundation was for \$200,000 and they authorized \$665,000 for this project with the condition that the university provide matching funds of \$185,000. Dr. Rogers reported that he was fundraising for this amount and added that if all of the funds are not donated, Higher Education Assistance Funds (HEAF) could be used to finish the project. The total cost of the project would not exceed \$850,000.

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

Wichita Falls Museum of Art at Midwestern State University Strategic and Tactical Plan FY 14

14-54. Mr. Hessing noted that the plan was shown in the agenda and the Board's approval was required by the Museum's accrediting body. Dr. Rogers indicated his support of the approval of this document.

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

Wichita Falls Museum of Art at Midwestern State University – Ratification of Accessioned Artworks

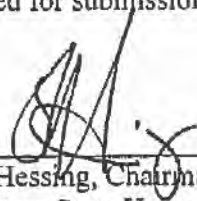
14-55. Mr. Hessing stated that ratification of accessioned artworks is another action required by the Museum's accrediting body. Dr. Rogers stated that the works of art must be acquired through gifts and that state or university funds cannot be used to purchase art. He added that the works presented were recommended for accession into the Museum's Permanent Collection.

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

Adjournment

The Executive Committee discussion concluded at 3:10 p.m.

Reviewed for submission:

A handwritten signature in black ink, appearing to read 'Shawn Hessing', is written over a horizontal line.

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

ATTACHMENT:

1. Dalquest Desert Research Station Rendering



**DALQUEST DESERT
RESEARCH STATION**

Antila + BYSP
Antila Construction
Bundy, Young, Sims & Potter, Inc.
BYSP# 14001 02.07.14

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Academic and Student Affairs Committee
February 13, 2014**

The Academic and Student Affairs Committee of 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 1:42 p.m., Thursday, February 13, 2014. Academic and Student Affairs Committee members in attendance at the university were Dr. Lynwood Givens, Chairman, and Mr. Kenny Bryant. Members attending the meeting via teleconference were Ms. Tiffany Burks and Mr. Sam Sanchez. Other regents attending the meeting were Mr. Mike Bernhardt, Ms. Jane Carnes, Mr. Charles Engelman, Mr. Jeff Gregg, Mr. Shawn Hessing, and Student Regent Shelby Davis.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School, and Mr. Kyle Owen, Associate Vice President for Facilities Services. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Ms. Reagan Foster, Secretary/Treasurer of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending portions of the meeting were Dr. Ruth Morrow, Dolores P. Bolin and D. Phil and Aurora S. Bolin Distinguished Chair of Piano; Mr. Bill Maskill, Head Football Coach; Ms. Delia Gonzalez, Custodian; and Ms. Mirdza Reyes, Custodian. Representing the Student Government Association (SGA) were Ms. Melody Coffey, President, and Ms. Heather Baker, Observer. Representing the news media were Ms. Ann Work, reporter for the *Times Record News*; Ms. Mechell Dixon and Mr. Ricky Scruggs, KFDX-TV III; and Ms. Lauren Roberts, *The Wichitan*.

Chairman Givens called the meeting to order at 1:42 p.m. He noted that the committee agenda would be taken slightly out of order to accommodate schedules of meeting visitors.

Faculty Report

14-57. Dr. David Carlston, Chairman of the MSU Faculty Senate, noted that Dr. Givens visited with him about having a faculty member speak to the board at each meeting. He noted that Dr. Ruth Morrow was introduced and played for the group during the Ex-Regents Luncheon held prior to this afternoon's meetings. He asked Dr. Morrow to share with the board some thoughts about her teaching and experience.

Dr. Morrow thanked the board for the opportunity to attend the meeting. She stated that it was always a pleasure for her to make music and to share with people. She noted that she practices at school so that her students hear her working on various pieces. She indicated that she strives to instill in her students the importance of lifelong learning. Dr. Morrow reported that she is researching the multi-tasking involved in playing the piano. She will travel to Madrid to present information at a humanities conference during the summer. She noted that in the past she has made presentations in Budapest, Hungary and Thessaloniki, Greece. She has also served as artist-in-residence on the island of Grenada and in Gisborne, New Zealand. Dr. Morrow noted that her other research interests include the incorporation of world music with classical music and the study of silence. She added that she has also become a labyrinth walker. She expressed appreciation to the Board of Regents for their work and dedication to Midwestern State University.

Dr. Carlston thanked Dr. Morrow for visiting with the board. He indicated that her comments were a reminder of the faculty's energy and the difference they are making with MSU students and individuals around the world.

Dr. Carlston noted that during the last meeting of the board a question was asked regarding how faculty are involved in recruiting students to MSU. He reported that during Mustang's Rally and Discover MSU events faculty are given the opportunity to visit with prospective students and their family members to talk about the MSU experience. The individual attention and the opportunity to work closely with and be known by Ph.D. faculty members is a unique opportunity. He added that faculty members are often asked to visit with potential student-athletes during weekend recruiting visits.

He reported that through the Teaching and Learning Resource Center, Dr. Deborah Garrison is developing a Celebration of Teaching Excellence in an effort to focus on and celebrate Midwestern State University as a teaching institution. He noted that Dr. Garrison is also putting together a publication that will present research that the faculty has done on teaching pedagogies. The faculty will then have an opportunity to gather for discussion. He noted that there are initiatives in place for developing faculty teaching and developing team teaching opportunities. He added that Dr. Nathan Jun and Dr. Todd Giles in the Humanities are encouraging interdisciplinary learning and have distributed a roster of research and teaching interests to the faculty. This will allow faculty to invite each other to guest lecture in their classes.

Dr. Carlston reported that the faculty is currently involved in completing the Higher Education Research Institute (HERI) Faculty Survey which is conducted through the University of California, Los Angeles (UCLA). This survey will provide information regarding pedagogical practices, faculty goals and expectations for students, and research and service activities. He noted that the information provided from this survey will assist the faculty and administration in planning faculty development opportunities.

Dr. Carlston noted that as the administration and board look to build new facilities on campus, it would be great for the faculty if there was a portion of one of the new structures that could be dedicated space for faculty development and faculty issues. He stated that such a space would further promote collaborative learning and the development of teaching.

Dr. Givens expressed appreciation to Dr. Carlston for his comments and to Dr. Morrow for taking time to visit with the board.

Reading and Approval of Minutes

14-56. The minutes of the Academic and Student Affairs Committee meeting November 7, 2013, were approved by the committee as presented.

Student Government Report

14-59. Dr. Givens noted that the report would be given by Student Government Association (SGA) President Melody Coffey. Ms. Coffey reported on the following SGA initiatives.

- a. Recycling efforts continue with 20,000 water bottles being saved through the campus hydration stations. Additionally, recycling bins are also now available in the Clark Student Center and the residence halls.
- b. SGA will join the Office of Student Development and Orientation in promoting Earth Week in April.
- c. New election procedures have been developed and were tested during the homecoming elections.
- d. The SGA is continuing to recognize faculty, staff, and senators each month. Heather Baker, SGA Observer, received the first Senator of the Month award.
- e. The Student Senate is the student opinion base for the master planning and tuition and fee discussions and they have encouraged conversation among students.

Ms. Coffey expressed appreciation to the Board of Regents for their service and their support of the students and the SGA.

Staff Report

14-58. Mr. Dirk Welch, Chairman of the MSU Staff Senate, thanked Dr. Givens and the board for the opportunity to introduce university staff members to the board during the quarterly meetings. He recognized Ms. Reagan Foster, Staff Senate Secretary-Treasurer, and asked her to present the Staff Senate report. Ms. Foster reported on the following.

- a. The Staff Senate meets once each month and receives information regarding campus issues. Dr. Garrison presented an update in December regarding the graduate school and Dr. Farrell spoke to the Staff Senate in January about university development efforts.

- b. "You Make A Difference" award recipients from Facilities Services, Delia Gonzalez and Mirdza Reyes, were introduced. Delia was commended for her positive attitude and willingness to help others. Mirdza does an outstanding job and is currently taking care of two buildings during a transition period. She, too, was commended for being nice and polite to everyone. The board expressed appreciation to these employees.

Athletics Report

14-60. Mr. Charlie Carr, Director of Athletics, introduced Bill Maskill, head football coach, and asked him to bring the board up to date on the football program.

- a. Coach Maskill reported that he'd been at MSU for 12 years. He noted that they had just completed a signing period. He added that it would be impossible to gauge the success or failure of a recruiting year until two or three years have passed. He noted that the majority of freshmen at this level will not have a great effect on the team during the first year. He stated that the freshmen that began last fall are getting ready to begin the off-season program and the coaching staff will be able to determine who will be the difference-makers in terms of attitude, effort, conditioning and competitiveness. He added that two local student-athletes, Davon Allison from Rider High School and Orlando Haymon from Vernon High School, may have an opportunity to play in 2014. He noted that they signed five offensive linemen and nine defensive linemen, including a high school player from Florida and a high school player from Colorado. The team did not sign a quarterback, although two were signed in 2013 and they are very good. Additionally, one of last season's quarterbacks, Jake Glover, will return for the 2014 season.
- b. Coach Maskill indicated that recruiting is something that is done throughout the year. He added that after spring practice they may decide they need additional players and will look to transfers or junior college student-athletes to recruit. He reported that in 2013, 10 of 11 offensive players and eight of 11 defensive players came out of high school.
- c. Coach Maskill reported that the football locker room is a major showcase. He noted that there is not a locker room in the state that is as good. He added that the program has a better than average weight room and that planning is underway to provide better offices and meeting rooms for the football coaching staff and team.

Coach Maskill thanked the board for their support.

Enrollment Report – Spring 2014

14-61. Dr. Givens noted that a copy of the enrollment report was included in each board member's folder (Attachment 1) and asked Dr. Lamb to comment. Dr. Lamb noted that enrollment increased .61 percent and credit hour production increased by 1.92 percent over last spring. He added that much of the credit hour increase was a result of the winter

mini-term. He added that the number of graduate students showed an increase during the spring semester.

Housing and Dining Service Rates

14-62. Dr. Givens reported that the administration's recommended housing and dining service rates for 2014-2015 were presented in the agenda and asked Dr. Lamb to comment. Dr. Lamb noted the recommended rate increase for Pierce Hall and Killingsworth Hall, which are the freshmen residence halls, by four percent for a semi-private room. He added that private rooms are rarely used owing to the full occupancy of housing facilities. McCullough-Trigg Hall is used typically for freshmen and sophomores and the recommended increase is 4.2 percent. He reminded the board that Brailsford and Dunlavey completed a market study for the university a few years ago and at the same time they reviewed the university's housing operations. At that time, they recommended that the apartment rates remain near constant and that the traditional residence hall rates be increased to narrow the gap between the two rate levels. The recommended rates continue this plan. Dr. Lamb noted that MSU's rates are very competitive and mentioned that of the 13 schools MSU is generally compared with, the proposed traditional freshmen hall rates rank MSU at 12 of 13 schools prior to factoring in increased rates by other schools in the fall of 2014. He added that apartment rates would be held at zero percent with the exception of Sunwatcher Village, which is recommended at a 1.5 percent increase. He stated that Sunwatcher Village rates would be gradually moved in the direction of the Sundance Court rates so that there would eventually be only one apartment rate.

The recommended Board plans reflect a three percent or less increase. Dr. Lamb commented that the cost of food had increased and noted that the food court would be kept open later in the evenings to accommodate student demand.

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

Adjournment

There being no further business, the Academic and Student Affairs Committee discussion concluded at 2:28 p.m.

Reviewed for submission:



F. Lynwood Givens, Chairman
Midwestern State University
Board of Regents Academic & Student Affairs Committee

ATTACHMENT:

1. Enrollment Report – Spring 2014

Enrollment Report

Spring 2014

	2013	2014
New First-Time Freshmen	29	32
Re-Enrolling Freshmen	702	811
Sophomore	953	972
Junior	1,213	1,122
Senior	1,902	1,839
Graduate/Post-Baccalaureate	<u>638</u>	<u>694</u>
TOTAL	5,437	5,470
Semester Credit Hours	61,344	62,521

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Finance Committee
February 13, 2014**

The Finance Committee of the Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 3:20 p.m., Thursday, February 13, 2014. Committee members in attendance were Mr. Mike Bernhardt, Chairman; Ms. Jane Carnes; Mr. Charles Engelman; and Mr. Jeff Gregg. Other regents attending the meeting on campus were Mr. Kenny Bryant, Dr. Lynwood Givens, Mr. Shawn Hessing, and Student Regent Shelby Davis. Regents attending the meeting via teleconference were Ms. Tiffany Burks and Mr. Sam Sanchez.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School, and Mr. Kyle Owen, Associate Vice President for Facilities Services. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Ms. Reagan Foster, Secretary/Treasurer of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the Student Government Association (SGA) was Ms. Heather Baker, Observer. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*. Other individuals attending the meeting included Mr. Jeff Schultz and Ms. Linda Wilson, Senior Vice Presidents at American National Bank & Trust in Wichita Falls.

Chairman Bernhardt called the meeting to order at 3:20 p.m.

Reading and Approval of Minutes

14-63. The minutes of the Finance Committee meeting November 7, 2013, were approved by the committee as presented.

Summary of Financial Support 9/1/13 – 1/17/14

14-64. Mr. Bernhardt noted that these reports were presented in the agenda document. He asked Mrs. Carnes to highlight some of the major gifts received since the last meeting of the board. Mrs. Carnes presented the following information.

- a. Mr. Pat Bolin previously pledged up to \$750,000 over three years in matching funds to support the McCoy School of Engineering. During this quarter, the university received \$125,000 in matching funds.
- b. Mr. and Mrs. Max Vordenbaum contributed \$10,000 to the Graham and Martha Ball Boys and Girls Club Scholarship and \$100,000 for Beginning Freshman Scholarships
- c. Mr. and Mrs. Carl F. Jaedicke donated \$25,000 and Ms. Ann F. Jaedicke and Mr. Robert A. Sihler contributed an additional \$25,000 for the Mildred Snyder Jaedicke Music Scholarship. This scholarship will be awarded to Wichita County high school graduates majoring in music.
- d. Mr. Christopher T. Hunnewell contributed \$25,000 for General Student Scholarships.
- e. Mr. and Mrs. Paul Ernst donated \$20,000 in materials and labor for a Toy's Christmas Display for the MSU Burns Fantasy of Lights.
- f. Mr. and Mrs. Carroll Laing contributed \$15,000 for the Laing/Guinn Challenge to match new and lapsed donors to the Annual Fund.
- g. Mr. and Mrs. Thomas E. McCullough donated \$6,000 to the Museum of Art at Midwestern State University to assist with annual operating expenses.

Mrs. Carnes noted that a list of names and addresses of donors was in each regent's folder and regents were encouraged to write thank you notes to those assigned to them and any others they would choose.

Grant Development Services

14-65. Mr. Bernhardt reported that at the November board meeting the administration presented information regarding the university's needs in the area of grant development. At that time the board authorized the administration to move forward with contracting with an outside firm if funds could be identified for this purpose. He asked Dr. Rogers to bring the board up to date on this matter. Dr. Rogers noted that private and internal funds were identified to move forward with this program. He noted that a firm was selected and a contract signed. Dr. Stewart added that representatives from the firm would be on campus February 25 and 26 to do an organizational analysis and begin the process. Dr. Rogers stated his belief that seeking and gaining research support for faculty and students was one of the next major steps needed to improve the reputation and quality of Midwestern State University.

Review and Acceptance of Financial Report

- 14-66. Mr. Bernhardt presented the administration's recommendation to accept the FY 2013 Annual Financial Report (AFR) and the September, October, November, and December, 2013, Financial Report. He asked Dr. Fowlé to comment. Dr. Fowlé referred to the AFR highlights that were previously distributed (see Attachment 1). She noted that net assets grew by \$1.1 million, revenues grew by \$2 million in tuition and fees, and gifts were up approximately \$2 million. Expenses increased by approximately \$3.8 million, with a large portion of this being increased scholarships. Dr. Fowlé stated that she was comfortable with the university's position and the AFR.

Mr. Gregg moved acceptance of these reports as presented. Mr. Engelman seconded the motion and it was approved.

Investment Report

- 14-67. Mr. Bernhardt reported that the board should have previously received a copy of the university's first quarter investment report. He added that Mr. Jeff Schultz and Ms. Linda Wilson from American National Bank and Trust were in attendance to discuss the investment of MSU's endowment funds.

Mr. Schultz thanked the board for the opportunity to visit with them. He noted that American National Bank was very proud of its long history with the university. He indicated that he would report on where the economy is, how the university's endowment funds did during the past year, and where his firm sees the market going in the future. He reviewed a booklet of information as shown in Attachment 2. The first chart presented information for the last 53 years and showed a graph of the S&P 500, the U.S. Treasury Rate, the unemployment rate, and the Federal Funds Target Rate. Interest rates hit a high in 1981 of 15.84% and in June of 2012 hit a low of 1.65%. Mr. Schultz reported that the 10 year treasury yield is currently 2.75% while Federal Funds are at a historic low of 25 basis points. The unemployment rate stands at approximately 6.6% after reaching a high of 9.9% in the recent past. He noted the volatility that has been experienced since 2000. He reported that his firm took over the investment of the university's endowment funds in November, 2007.

The next chart showed interest rates in world markets and the following chart showed the spread between two-year and ten-year treasury notes during the last 37 years. Mr. Schultz noted that there is concern about where interest rates are headed. He stated that for interest rates to go up in 10 years the shorter term rates must increase and there are no signs that the Federal Reserve will make a change in the rate in the near future. He indicated that interest rates may start to accelerate slightly in 2015 and 2016. He added that as the university discusses debt issuance for new facilities, this is an ideal time to borrow funds. He added his expectation that the stock market should be flat to slightly up during the coming year.

The performance report page showed that at the end of 2013 the total portfolio stood at almost \$8.3 million. The funds were 5% in cash, 29% in fixed income securities, and 66% in stocks. The university's investment policy calls for a maximum of 70% in stocks.

The next page showed that the total portfolio was up 18.6% in 2013. He added that with the market being down in January, 2014, the 12 month return was less than 13%.

Mr. Engelman asked if Mr. Schultz would suggest a change in the university's investment policy to allow expanded investment in equities. Mr. Schultz responded that some of their other long-term endowments allow up to 75% in equities and will typically allow a plus or minus 5% which would put the limit up to 80%. He noted that 80% was probably too aggressive for the university but that increasing the limit to 75% would possibly make sense. He added that the decision would still have to be balanced with the concern for risk. He noted that while stocks can produce a 20% positive return they can also produce a similar negative return. Mr. Engelman stated that the university's policy also allowed Alternative Investments. He added that he wasn't certain what that would include. Mr. Schultz responded that Alternative Investments would include everything else, including long-short funds, option funds, and real estate. He stated that American National wasn't opposed to Alternative Investments but had not seen the right opportunity for Alternative Investments for MSU's funds.

Mr. Bernhardt thanked Mr. Schultz and Ms. Wilson for taking the time to visit with the board. He asked Dr. Fowlé to comment on the 1st quarter investment report. She presented information (see Attachment 3) which included an update on operating funds that had been invested with the Texas A&M University System. She noted that MSU Controller Chris Stovall compared earnings that would have been achieved if the funds had remained invested according to previous policy to earnings through investing the funds through the Texas A&M University System. She reported that the change had resulted in an increase of \$190,000 over the four month period.

Mr. Engelman moved the board accept the investment report as presented. Mr. Gregg seconded the motion and it was approved.

MSU Charitable Trust – Value Determination

- 14-67a. Mr. Bernhardt reported that this item was a properly posted addition to the agenda. He noted that the MSU Charitable Trust board met recently and approved changing the value determination date from March 1 to December 31. He commented that this change would better fit with the university's budgeting cycle. On behalf of the administration, Dr. Rogers recommended that language in four Charitable Trust fund agreements (all three Perkins funds and the museum fund) be changed as follows:

“The distribution for each school year (such school year as determined from time to time by Midwestern State University), shall be determined by multiplying the distribution percentage of the fund by the average fair market value of the fund (both principal and accrued interest) as of December 31 (or such other date that more appropriately coincides with the budgeting cycle of the university) of the three years preceding the beginning of the school year in which the distribution is made and any language to the contrary in the agreement is deleted.”

Dr. Rogers added that changing the value determination date would provide budget information to the administration in a timely manner. In this way the deans and other administrative officers would be able to make scholarship offers earlier in the year.

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

FY 2013-2014 Items \$50,000 & Under

14-68. Mr. Bernhardt noted that two budget changes were presented for ratification. Dr. Lamb reported that under Section 504 of the Rehabilitation Act of 1973 and the American's with Disabilities Act the university is required to provide certain accommodations to students with disabilities. He stated that it was difficult to budget for future needs and that an additional \$50,000 was needed for the remainder of the current year. He noted that in the current year a number of hearing impaired students are enrolled who require interpreters as well as real-time captioning services. The second request provided funds for the MSU cheerleaders to participate in the Universal Cheerleaders Association championship in Orlando, Florida. The team participated in January and finished fourth in the nation in the Small Coed Division II.

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

Review of Personnel Reports and Salary/Title/Position Changes in 2013-2014 Budget

14-69. Mr. Bernhardt noted that these reports were presented in the agenda document for review and ratification. Mrs. Carnes moved the board ratify these changes as presented. Mr. Engelman seconded the motion and it was approved.

Summer Budget 2014

14-70. Mr. Bernhardt noted that the administration had recommended an increase in the 2014 summer budget of \$300,000, with the source of funds being Voluntary Separation Program funds. Dr. Rogers reported that the deans collectively asked that the \$100,000 reduction in the summer budget that was made in 2013 be returned. Additionally, it was noted that an additional investment of funds could provide increased enrollment, which would be important as the university enters a base period for funding during the next biennium. Dr. Rogers asked Dr. Stewart to comment on the conditions that would be in place if this investment was approved. Dr. Stewart reported that the deans would notify faculty that if they were to accept additional funding certain minimum enrollment guidelines would have to be met for each of the courses offered. The 1000 and 2000 level courses must have 15 students enrolled and the 3000 and 4000 level courses would need a minimum of 10 students enrolled. A post-baccalaureate or graduate course would require a minimum of five students enrolled. Dr. Rogers stated that if the classes meet the required minima, the university will receive funding in the form of tuition and fees as well as eventual funding from the state for semester credit hour production. He noted that he felt that this was a safe investment of university funds.

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

Mr. Bernhardt stated that he had visited extensively with Dr. Rogers about this matter. He recommended adding to the motion a request that a report analyzing the success of the program be presented to the board in August. Mr. Gregg and Mr. Engelman accepted an amendment to their original motion and second. There being no further discussion the motion as amended was approved.

Reinstatement Fee

14-71. Mr. Bernhardt noted that the administration had recommended increasing the Reinstatement Fee from \$50 to \$100 effective with the fall, 2014 semester. He asked Dr. Fowlé to comment. She noted that if a student does not pay his tuition and fee bill by the 12th class day he is voided from all classes. The student then has until the 20th class day to pay the bill and be reinstated in his classes. The current Reinstatement Fee for students who do not pay by the 12th class day is \$50. Dr. Fowlé stated that students are given options that can be used to pay for tuition and fees and avoid being voided from class. These options include Emergency Loans and Installment Plans. She reported that 96 students were dropped in the spring semester and approximately 50 of those students were reinstated.

Mrs. Carnes asked if the students receive a notice that the funds are due. Dr. Fowlé responded that her office and others contact them by telephone and e-mail. She added that the list of individuals being contacted on the 11th class day totaled approximately 900 students. Business Office personnel as well as Phonathon workers help with locating these students. She noted that the administration goes to extraordinary lengths to ensure the students are contacted and have an opportunity to remain in school.

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

Mr. Bernhardt noted that following his discussion with Dr. Fowlé he thought that perhaps the Reinstatement Fee should be larger than \$100. Mr. Engelman asked if perhaps the students were confused about the cost of attending the university. Dr. Fowlé responded that prior to the due date the students are sent a bill outlining the costs. Dr. Lamb added that a cost calculator is also available online for students to use before they register. Dr. Givens stated that this sounded like more of a "procrastination fee." Dr. Fowlé responded that the students have options if they do not have adequate financial aid to cover the total cost of tuition and fees. Dr. Givens indicated that he agreed with Mr. Bernhardt and thought that perhaps the fee should be increased to \$150. He added that perhaps the fee was not large enough to serve as an incentive for students to pay on time.

Dr. Farrell stated that not all students are simply procrastinators. He noted that his office and the scholarship office see a lot of these students who are attempting to locate money so that they can stay in school. Mr. Engelman commented that he would support raising the fee if students were simply procrastinating, but that he would be concerned about

adding to the burden of students who are trying to raise funds to go to school. Mr. Bernhardt asked Ms. Davis for her perspective. Ms. Davis stated that although students are given information about the amount of their bill and payment plan options, she has observed students in line at the Business Office who are distraught because they do not have the money to pay their bill and do not understand their options. She indicated her support of increasing the fee to \$100. Dr. Rogers expressed agreement and noted that the administration would monitor the situation and determine whether the change had any effect on the numbers of students being voided and reinstated.

There being no further discussion, the motion was approved.

New Faculty Positions – FY 15

14-72. Mr. Bernhardt reported that the administration was recommending the addition of two faculty positions in FY 15. Dr. Stewart noted that the two positions would be funded by donor funds. The first position is in the McCoy School of Engineering and is a petroleum engineering faculty position. The individual hired would teach in the petroleum certificate program. The second is an accounting position in the Dillard College of Business. This person will be one of the founding faculty members for the new Center for Energy Management.

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

Budget Discussion 2014-2015/Tuition and Fee Review and Recommendations

14-73. Mr. Bernhardt noted that during the last legislative session a bill was passed that required all public universities to offer a fixed tuition plan beginning with the fall 2014. Dr. Rogers complimented Dr. Fowlé and the budget staff for their efforts. He indicated that he thought it was innovative and would encourage students to finish their education at Midwestern State University.

Dr. Fowlé reviewed the proposed tuition and fee plan as shown in Attachment 4. She explained that this was the same presentation that was made to the students. She added that the students reacted favorably to the plan. She presented information regarding the legislative intent and the assumptions the university made in determining the options being presented. She reported that the 12 consecutive semesters for new students are counted whether a student attends or not. She added that the two summer terms count as one semester. She noted that the proposal included plans for current students as well as new students. She explained that if a student uses up the number of semesters guaranteed by the plan, the new academic year 12 semester plan tuition rate would apply. She stated that the plan freezes designated tuition only, as mandated by the legislature.

Mr. Hessing asked if a new rate would be set each year for students entering in the fall and asked if this would be the only year the university would offer a nine semester and six semester plan for current students. Dr. Fowlé responded in the affirmative.

Mr. Bryant asked Dr. Fowlé to confirm what would happen to a student who finished the 12 semesters and did not graduate. Dr. Fowlé stated that a student continuing after the 12 semesters would pay tuition and fees at the new freshman rate for one year, and the following year would pay the new freshman rate for that year. Mr. Hessing asked what would happen to a student who remained at MSU to work on a master's degree. Dr. Fowlé responded that if a student graduates in four years and remains to work on a master's degree she would pay the new freshman rate. Mr. Hessing suggested that the administration review this scenario and determine if another option might be appropriate. He stated that many programs are evolving and now require a master's degree for certain certifications. He added that he would not want to penalize students in those areas of study. Dr. Fowlé responded that perhaps students wanting to continue in master's work without an interruption could be given an extra two years at the frozen rate. Mr. Bryant commented that offering a level premium for more than four years could be risky for the university and the matter would merit further review and discussion.

Mr. Bryant asked about the last tuition and fee increase at MSU. Dr. Fowlé responded that tuition and fees were not increased for the current year and the previous year's increase for total tuition and fees was 3.95%.

Dr. Fowlé reviewed the various fees that are charged to students, as shown on slide 11. State tuition is set by the legislature and is currently \$50 per semester credit hour. The Student Union/Center Fee is approved by the legislature and any change would require student, regent, and legislative approval. The Recreational Center Fee, the Student Service Fee, and the Athletics Fee can be raised by student referendum or the board can approve an increase of no more than 10%. All three fees have a cap that is established in statute. The Instructional Enhancement Fee is based on the needs of each college. Dr. Fowlé stated that the one fee that is very flexible is the University Services Fee. She noted that if the institution needed to increase revenue, this is a flexible fee that can be used for any of the university's services.

Mr. Hessing stated that he wanted to be certain that the tuition and fees charged were adequate to support the operation of the institution. He asked if there were other areas of the university, such as athletics, where additional funding is needed. Mr. Bryant added that he had been on the board for three years and tuition had increased twice. He expressed concern that a 6% cost increase might be too low. Dr. Fowlé responded that they had assumed a 2.5% inflation rate and averaged that amount over a four year period.

Mr. Hessing suggested that the administration take one more look at the proposal to be certain that adequate funding will be generated. He added that he did not want to make any changes without vetting it further with the students. He asked if it would be possible to approve the plan today, pending further study, and slightly modify a fee in May if necessary following the review. Dr. Lamb responded that from a financial aid perspective, minor tweaks of \$1 per semester credit hour or \$50 a semester would be acceptable. He noted that any larger changes would be problematic. Dr. Fowlé added that scholarships would be awarded in March and financial aid packaging would begin in

April. Mr. Hessing stated that the administration had done a great job of communicating this plan with the students and faculty and that he did not want to take away from that.

Mr. Bryant asked if it would be better to add the dollar now as opposed to tweaking the plan in May. He added that if the plan were to be changed it would not be the same plan that was presented to the students. Dr. Rogers indicated that when the plan was presented to the students they were told that this was the plan that would be recommended to the Board of Regents for consideration. Mr. Hessing stated that if the administration wanted to tweak the plan, it would be important to meet with the students again and receive their input.

Dr. Givens commented that as he looked at the cost for 15 semester credit hours for new students as shown on slide 11, designated tuition of \$1,785 is 44% of the total cost of \$4,088.24. He stated that parents and students might think that the university is saying that the cost will not increase during the next four years. He indicated concern that the message be expressed correctly. He noted that everything outside of state and designated tuition represents 38% of the total cost. He added that he was uncomfortable with the board thinking that 44% of the cost would be flat for four years and that additional revenue needed would be generated by raising the remaining 38%. He stated that the message should be clear so that everyone understands that the 44% is fixed and the remainder may change every year. Mr. Hessing indicated that he would prefer that the cost remain as constant as possible during the four years. Dr. Givens expressed support for the plan and indicated that he did not want to put out the message that the cost would never change because some fees may have to change.

Mr. Bernhardt stated that it was important to remember that the proposed plan was for students entering during the 2014-2015 school year and that new rates would likely be set for students entering in 2015-2016. He indicated that this would give the board latitude when setting rates in the future. Mr. Gregg stated his preference that the plan be approved as presented. He expressed agreement with Mr. Bernhardt in that any changes needed could be made when the rates are set for the incoming 2015-2016 class. He stated that this was a better option rather than reviewing the plan and going back to the students for additional input. Dr. Rogers expressed agreement with this course of action.

Mr. Bernhardt asked Ms. Davis for her opinion of the proposed plan. She responded that she would have preferred this type of plan as a freshman. Mr. Engelman asked if the plan would change if a student enrolled in 18 semester credit hours rather than 15. Dr. Fowlé responded that some of the fees are based on credit hours and some are flat rate fees. She noted that the cost would change based on the type and number of credit hours a student takes.

Dr. Givens commended the business affairs team for developing a well thought out plan. Dr. Fowlé expressed appreciation to Valarie Maxwell for her work and added that Dr. Lamb was also very helpful in the process.

On behalf of the administration Mr. Bernhardt presented the following recommended tuition and fee plan for FY 2015:

Tuition

- Seniors and Graduate Students Six Semester Plan – increase designated tuition from \$111.50 to \$114.00, an increase of 2.2%. This will be frozen for six semesters.
- Juniors Nine Semester Plan – increase designated tuition from \$111.50 to \$116.50, an increase of 4.5%. This will be frozen for nine semesters.
- Sophomores and New Student 12 Semester Plan – increase designated tuition from \$111.50 to \$119.00, an increase of 6.7%. This will be frozen for 12 semesters.

University Services Fee

- Propose an increase for all students to a semester credit hour rate of \$54.25.
 - For Seniors and Graduate students, a 15 hour load would increase by 4.5% for all tuition and fees above current rates.
 - For Juniors, a 15 hour load would increase by 5.5% for all tuition and fees above current rates.
 - For Sophomores and new students, a 15 hour load would increase by 6.5% for all tuition and fees above current rates.

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

Adjournment

The Finance Committee discussion concluded at 5:07 p.m.

Reviewed for submission:



Michael Bernhardt, Chairman
Midwestern State University
Board of Regents Finance Committee

ATTACHMENT:

1. Annual Financial Report FY 13 Highlights
2. American National Bank Investment Presentation
3. Investment Pool Performance Analysis
4. Tuition and Fee Plan Power Point

**Annual Financial Report Highlights
Midwestern State University
For the Year Ended August 31, 2013**

We are enclosing the Midwestern State University Annual Financial Report (AFR), Unaudited, for the year ended August 31, 2013 for your review. The report reflects a stable financial position for the university even with the reduction in enrollment and its associated revenues. Overall operating revenues increased by \$2.6M. The largest area of increase was in net tuition and fees which grew \$2M. Non-operating revenues remained flat at \$35.2M with a change of only \$41,000 less than the previous year. Other contributions and additions provided an additional \$3.5M in funds. Operating expenses also increased by \$3.8M to \$84.9M. The change in net assets between years was a positive \$1.1M, with net assets growing from \$95.9M to \$97M.

The Annual Financial Report provides financial and non-financial data for the year ended August 31, 2013. It includes enrollment trend analyses for student headcount and related semester credit hours, an important component of calculating the institution's financial position and stability. This report included the mandatory primary schedules of financial performance, consistent with the Governmental Accounting Standards Board, as well as reporting requirements by the Texas State Comptroller.

The Annual Financial Report includes: Comparative Statement of Net Position (Exhibit I), Comparative Statement of Revenues, Expenses, and Changes in Net Assets (Exhibit II), and Statement of Cash Flows (Exhibit III). There is also management's discussion and analysis, cash flow discussion, summary of significant accounting policies, capital assets (including investments) and debt administration schedules, federal funds schedules and other financial notes.

1. Exhibit I – Comparative Net Assets or Balance Sheet

- This schedule reflects the assets that MSU owns, its obligations or liabilities and the resultant net assets or the net worth of the institution's financial position. Net assets, as previously mentioned, increased by \$2M, 2%, from the previous year. Current assets increased \$5.7M with almost \$2.7M increase in short-term investments, \$.9M in student receivables, \$.5M in pledges receivable and \$.7M in pre-paid expenses. Non-current assets decreased by \$7.4M between the years with the largest decreases in land and construction in progress (\$1.8M) and buildings and building improvements (\$4M).
- Current liabilities for the institution increased between years from \$35.1M to \$37.6M with the largest increase in accrued liabilities (\$1.1M) and deferred revenues (\$.9M). Noncurrent liabilities however decreased between years by \$5.4M with repayment of revenues bonds payable and paying off of outstanding constitutional appropriation bonds. Overall liabilities for the institution decreased \$2.9M
- Net assets are broken into several categories. The largest category, Invested in Capital Assets (net of related debt) decreased from \$50.2M to \$48.9M. This decrease is primarily due to depreciation expense. Net assets are further broken down into restricted and unrestricted. Restricted assets grew by \$1.9M due to gifts from donors for restricted purposes. Unrestricted net assets remained flat changing from \$28.2M to \$28.8M.

2. Exhibit II – Comparative Statement of Revenues, Expenses, and Changes in Net Assets (Income Statement)

- This statement breaks revenue into two categories: operating and non-operating. The State and the Governmental Accounting Standards Board require that state appropriations, HEAF appropriations, gifts and certain federal grants all be categorized

as non-operating income or capital contributions, additions to the endowment and special items. Because of this, the university shows a net operating loss of \$37.6M (operating revenue less operating expenses) before these major revenue sources are included. After these non-operating revenues are included, the institution shows an increase in net assets of \$1.1M.

- The increase of net assets of \$1.1M reflects a change from a larger increase in net assets from the previous year (\$7M). This swing was primarily due to a large amount of gifts for capital projects in the FY2012.

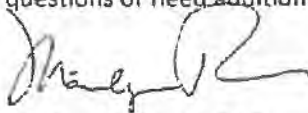
3. Exhibit III – Statement of Cash Flows

- This statement reflects the inflows and outflows of cash received and used by the university with the net result of ending cash balances. Cash flow shows how cash is being brought in and/or used in four different areas: operating activities, noncapital financing activities, capital and related financing activities, and investing activities.
- The institution uses over \$26.9 million more in cash on operating activities than it takes in. This shortfall is offset by cash received from noncapital financing activities (primarily state appropriations, non-operating grants, and gifts). Cash is also used in capital and related financing activities. Relative to the amounts of cash moving through the institution, little net cash was made from investing activities.
- The cash flow statement shows the vulnerability of the institution to declines in state appropriations and gift funds. The amounts of cash received from state appropriations (including HEAF), gifts and capital gifts this year was over \$33.2M or almost \$3 million more than was received from students in tuition and fees.
- The other cash item to watch is the growth in the amount of scholarships. Currently scholarships paid, \$10.4M is equivalent to 34% of the amount of proceeds received from the students, \$30.5M. Last year the ratio was 29%.
- Overall cash for the institution grew from \$6.8M to \$8.0M, an increase of \$1.2M.

4. Subsequent Events

- Senate Bill 1019 passed the 83rd legislature and allowed Midwestern State University to pool its investments with another governing board. After considering several university systems in the state, the university entered into an agreement with Texas A&M University System to invest its idle cash. Investment returns are expected to grow from less than 1% to around 3% over the coming year.
- The university retired its HEAF bonds on September 13, 2013. As a result, the institution will have an additional \$1.4M each year in HEAF funds to be spent on capital projects, equipment or library materials.

For additional highlights and information on the financial status of the institution, please read the Management's Discussion and Analysis that provides narratives following each of the major schedules, and the notes to the financial statements at the end of the report. Please let me know if you have any questions or need additional information.



Marilyn M. Fowlé, Ed.D.
Vice President for Business Affairs and Finance



**American National
Bank & Trust**

MSU ENDOWMENT FUNDS I/M AGENCY

ACCOUNT 005707

FEBRUARY 13, 2014



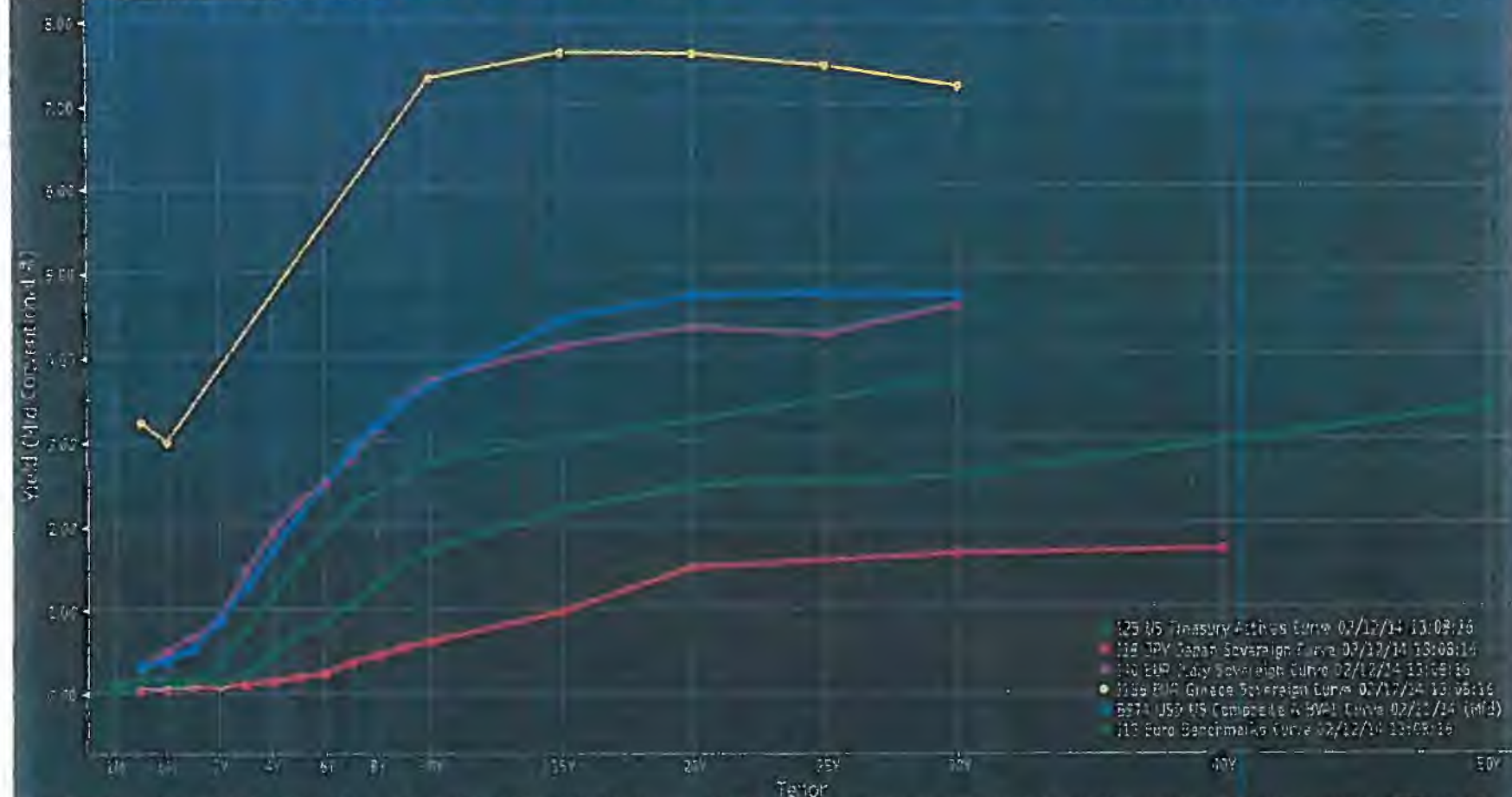
for explanation.

Reference Curve Selected: US Treasury Actives Curve

US Treasury Actives Curve 97) Actions- 98) Table Graph Curves

X-axis Tenor Y-axis Yield PCS MULT Lower Chart None

Specific Relative Last 1D 1W 1M Modify Curves & Relative Value

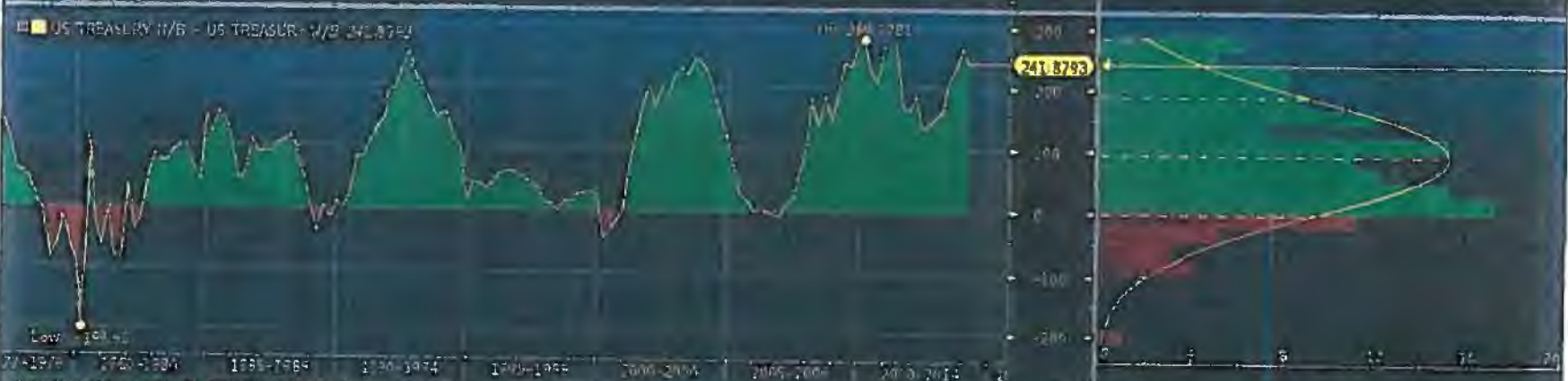
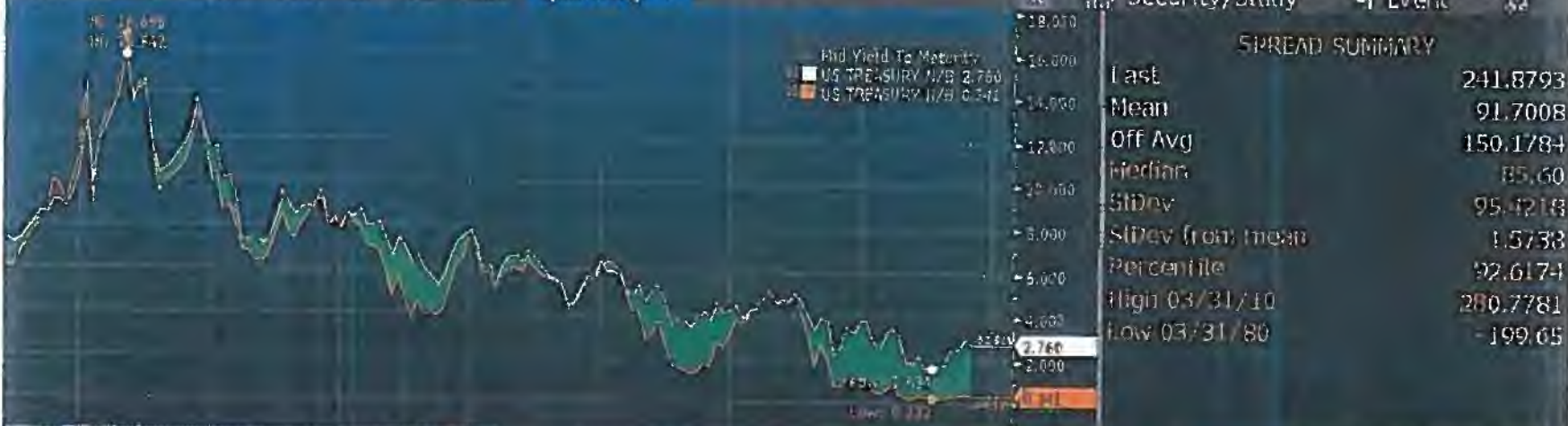


Australia 61 2 9777 8000 Brazil 5511 3048 4500 Europe 44 20 7330 7500 Germany 49 69 9204 1210 Hong Kong 852 2977 6000
Japan 81 3 3201 8000 Singapore 65 5212 1000 U.S. 1 212 318 2000 Copyright 2014 Bloomberg Finance L.P.
SH 768888 CST GMT-6:00 H187-3258-0 12-Feb-2014 13:08:16

for explanation.

1<Go> to View Spread, 11<Go> to Save as Index, 12<Go> to View Regression

Buy **GT10 Govt** - Sell **GT02 Govt** 96) Actions 97) Edit Spread Analysis
 Data Field **Mid Yield To** Data Field **Mid Yield To** 03/31/1977 02/12/2014 Regression Corr. 120
 Mult. **1.0** Constant **0.0** Mult. **1.0** Constant **0.0** Normalize by Factor **100.0** Calc. Percent Local CCY
 1D 3D 1M 6M YTD 1Y 5Y Max Quarterly



Australia 61 2 9777 8600 Brazil 5511 3048 4500 Europe 44 20 7330 7500 Germany 49 69 9204 1210 Hong Kong 552 2977 6000
 Japan 81 3 3201 8900 Singapore 65 6212 1000 U.S. 1 212 318 2000
 SM 768888 CST GMT-6 00 H187-3258 3 12-Feb-2014 13:09:16

2013
Midwestern State University
Selected Items

Top 5 Returns

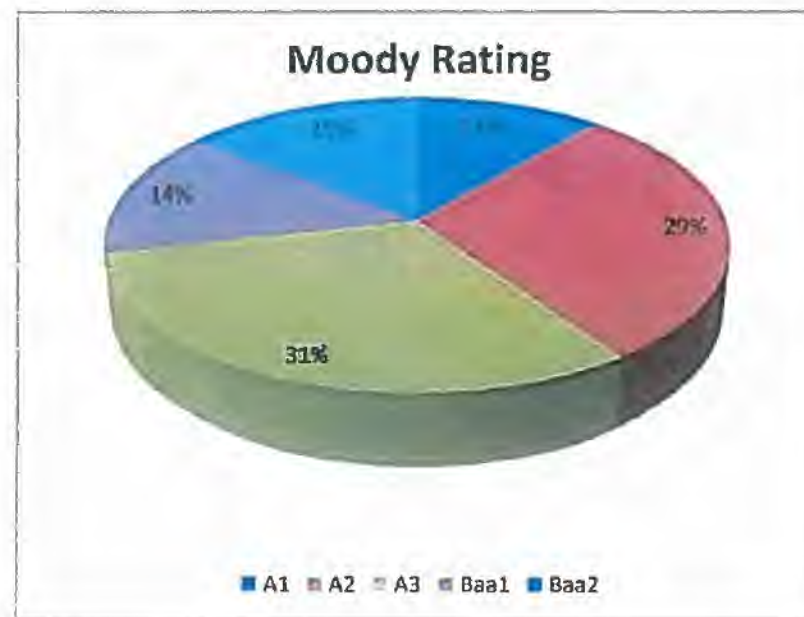
Warner Chilcott PLC	93.8%
Priceline.com Inc	87.4%
Generac Holdings Inc	69.9%
Valero Energy Corp	63.2%
AbbVie Inc	56.0%

Bottom 5 Returns

Atwood Oceanics Inc	-7.6%
Forestar Group Inc	-3.9%
Caterpillar Inc	-1.6%
American Airlines Group Inc	-0.8%
International Business Machines Corp	-0.2%

Bond Characteristics

Avg. Coupon	4.95%
Avg. Yield To Maturity	2.28%
Avg. Current Yield	4.44%
Avg. Modified Duration	3.86%
Avg. Macaulay Duration	3.93%
Value of Bonds Maturing 1-5 Years	75.00%





American National Bank & Trust

MSU ENDOW FUNDS I/M

REPORT PERIOD: 11/1/07 TO 12/31/13

Fiscal Year End: 1/31

Account 005707

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Investment Scorecard incorporates CFA Institute (formerly AIMR) GIPS® standards into its calculation methodology.
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PERFORMANCE - REPORT PERIOD: 11/1/07 TO 12/31/13
MSU ENDOW FUNDS I/M

	ENDING MARKET VALUE	PORTFOLIO ALLOCATION	LAST MONTH		LAST 12 MONTHS		REPORT PERIOD ¹	
			GAIN/ LOSS	TOTAL RETURN	GAIN/ LOSS	TOTAL RETURN	GAIN/ LOSS	TOTAL RETURN
Cash	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Cash	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Money Mkts & Equivalents	409,934	4.9%	3	0.0%	17	0.0%	43,859	0.5%
Money Mkts & Equivalents	409,934	4.9%	3	0.0%	17	0.0%	43,859	0.5%
Municipal	277,551	3.3%	-5,641	-2.0%	-17,025	-5.7%	-11,494	-3.0%
Municipal Bonds	277,551	3.3%	-5,641	-2.0%	-17,025	-5.7%	-11,494	-3.0%
US Government	27,643	0.3%	511	1.9%	900	3.8%	153,795	3.7%
US Government-Mortgage			0	0.0%	0	0.0%	5,917	3.2%
US Government-Treasury			0	0.0%	0	0.0%	-20	0.0%
US Corporate	2,119,671	25.6%	-17,470	-0.8%	-7,965	-0.4%	407,840	6.6%
Taxable Bonds	2,147,315	25.9%	-16,959	-0.8%	-7,065	-0.3%	567,532	5.5%
Large Cap Equities	3,282,327	39.6%	80,540	2.5%	763,495	26.0%	1,381,832	6.1%
Mid Cap Equities	891,288	10.7%	21,569	2.4%	308,585	51.6%	302,733	3.2%
Small Cap Equities	306,989	3.7%	6,774	2.3%	114,289	69.7%	67,642	3.5%
Large Cap Core Funds			0	0.0%	0	0.0%	55,165	32.5%
Small Cap Core Funds	333,808	4.0%	8,355	2.5%	75,269	29.8%	75,269	29.8%
US Equities	4,814,412	58.0%	117,238	2.5%	1,261,639	32.9%	1,882,642	5.5%
International Equities	645,077	7.8%	11,088	1.7%	79,078	16.1%	65,690	1.1%
International Equities	645,077	7.8%	11,088	1.7%	79,078	16.1%	65,690	1.1%
TOTAL PORTFOLIO	8,294,289²	100.0%	105,729	1.3%	1,316,644	18.6%	2,548,229	6.0%
TOTAL CONTRIBUTIONS/WITHDRAWALS			LAST MONTH		LAST 12 MONTHS		REPORT PERIOD	
			-3,323		-47,123		5,746,060	

¹ Annualized Return

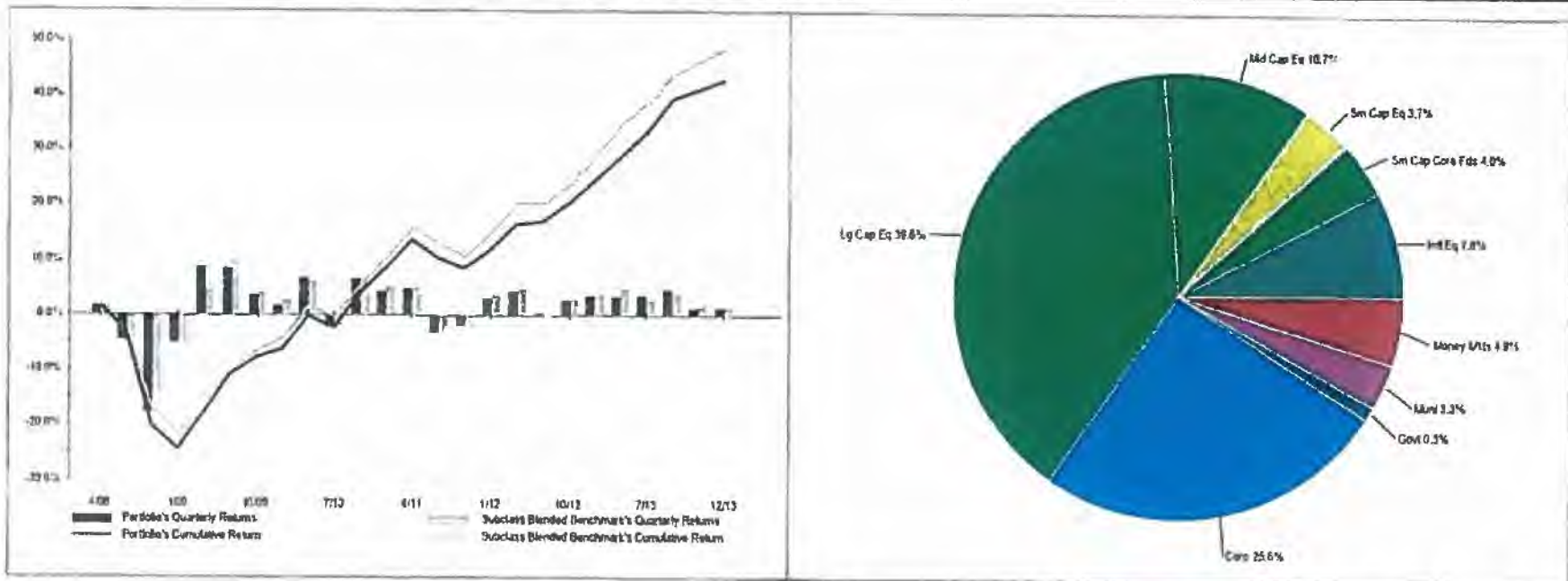
² Total Portfolio Ending Market Value includes Total Accrued Income of \$37,636.

Account 005707

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ASSET SUBCLASSES VS. BENCHMARKS - REPORT PERIOD: 11/1/07 TO 12/31/13

MSU ENDOW FUNDS 1/M



ASSET SUBCLASS	BENCHMARK	PORTFOLIO ALLOCATION	LAST MONTH		LAST 12 MONTHS		REPORT PERIOD	
			SUBCLASS RETURN	BENCHMARK RETURN	SUBCLASS RETURN	BENCHMARK RETURN	SUBCLASS RETURN	BENCHMARK RETURN
Cash	Not Applicable	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Money Mkts & Equivalents	Upper Money Market Index	4.9%	0.0%	0.0%	0.0%	0.0%	0.5%	0.6%
Municipal	Barclays Municipal Index	3.3%	-2.0%	-0.3%	-5.7%	-2.6%	-3.0%	-1.0%
US Government	Barclays 1-5 Year Govt Index	0.3%	1.9%	-0.4%	3.8%	-0.1%	3.7%	3.1%
US Government-Mortgage	Upper US Govt Mort Fund Index	0.0%	0.0%	0.0%	0.0%	0.0%	3.2%	2.1%
US Government-Treasury	Barclays Treasury Index	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.4%
US Corporate	Barclays Intern A Corp Index	25.6%	-0.8%	-0.4%	-0.4%	-0.1%	6.6%	5.2%
Large Cap Equities	Standard & Poor's 500 Stock Index	39.6%	2.5%	2.5%	26.0%	32.4%	6.1%	5.2%
Mid Cap Equities	Standard & Poor's 500 Stock Index	10.7%	2.4%	2.5%	51.6%	32.4%	3.2%	8.2%
Small Cap Equities	Standard & Poor's 500 Stock Index	3.7%	2.3%	2.5%	69.7%	32.4%	3.5%	6.2%
Large Cap Core Funds	Standard & Poor's 500 Stock Index	0.0%	0.0%	0.0%	0.0%	0.0%	32.5%	45.0%
Small Cap Core Funds	Standard & Poor's 500 Stock Index	4.0%	2.5%	2.5%	29.6%	32.4%	29.8%	32.4%
International Equities	FTSE All-World ex US Index	7.8%	1.7%	0.9%	16.1%	15.7%	1.1%	-0.3%
TOTAL PORTFOLIO	Subclass Blended Benchmark	100.0%	1.3%	1.4%	18.6%	18.5%	6.0%	6.6%
Inflation	Consumer Price Index		0.3%	0.3%	1.6%	1.6%	1.9%	1.9%
RETURNS AFTER INFLATION			1.0%	1.1%	16.7%	16.6%	4.0%	4.6%

Annualized Return
Account 005707

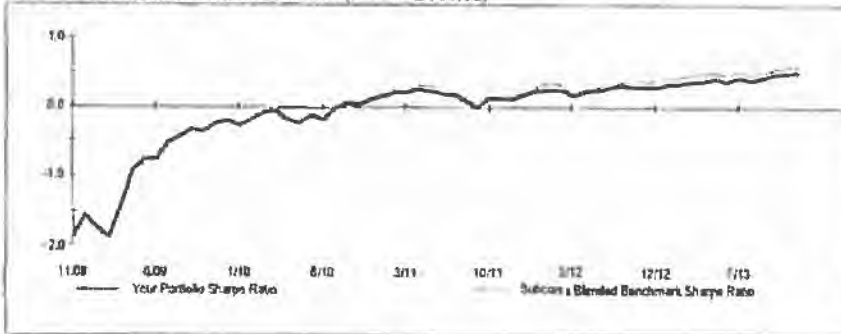
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ASSET SUBCLASS REVIEW - REPORT PERIOD: 11/1/07 TO 12/31/13
MSU ENDOW FUNDS I/M

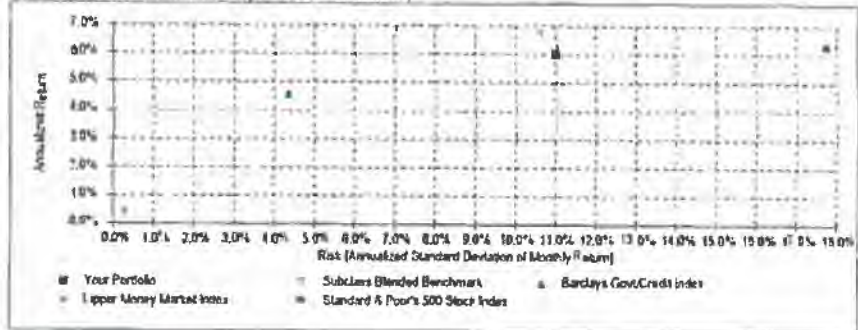
ASSET SUBCLASS/BENCHMARK	PORTFOLIO ALLOCATION	LAST 3 MONTHS	LAST 6 MONTHS	FISCAL YTD	LAST 12 MONTHS	LAST 3 YEARS ¹	LAST 5 YEARS ¹	REPORT PERIOD ¹
Cash	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Not Applicable		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Money Mkts & Equivalents	4.9%	0.0%	0.0%	0.0%	0.0%	0.1%	0.0%	0.6%
Lipper Money Market Index		0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.6%
Municipal	3.3%	-1.7%	-1.5%	-5.1%	-5.7%	-3.0%	-3.0%	-3.0%
Barclays Municipal Index		0.3%	0.1%	-3.0%	-2.6%	-1.0%	-1.0%	-1.0%
US Government	0.3%	2.4%	3.3%	4.0%	3.8%	2.5%	3.0%	3.7%
Barclays 1-5 Year Govt Index		-0.1%	0.4%	0.0%	-0.1%	1.3%	1.7%	3.1%
US Government-Mortgage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	3.2%
Lipper US Govt Mort Fund Index		0.0%	0.0%	0.0%	0.0%	0.0%	0.5%	2.1%
US Government-Treasury	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Barclays Treasury Index		0.0%	0.0%	0.0%	0.0%	1.4%	1.4%	1.4%
US Corporate	25.6%	0.0%	1.2%	-0.1%	-0.4%	4.2%	6.5%	6.6%
Barclays Intern A Corp Index		0.7%	1.9%	0.3%	-0.1%	4.5%	7.3%	5.2%
Large Cap Equities	39.6%	9.6%	12.8%	19.1%	26.0%	14.2%	17.9%	6.1%
Standard & Poor's 500 Stock Index		10.5%	16.3%	25.9%	32.4%	16.2%	17.9%	5.2%
Mid Cap Equities	10.7%	13.9%	28.5%	38.7%	51.6%	19.2%	15.4%	3.2%
Standard & Poor's 500 Stock Index		10.5%	16.3%	25.9%	32.4%	16.2%	17.9%	8.2%
Small Cap Equities	3.7%	0.8%	33.8%	58.9%	69.7%	17.3%	21.0%	3.5%
Standard & Poor's 500 Stock Index		10.5%	16.3%	25.9%	32.4%	16.2%	17.9%	6.2%
Large Cap Core Funds	0.0%	0.0%	0.0%	0.0%	0.0%	20.2%	32.5%	32.5%
Standard & Poor's 500 Stock Index		0.0%	0.0%	0.0%	0.0%	30.2%	45.0%	45.0%
Small Cap Core Funds	4.0%	8.7%	18.8%	29.6%	29.8%	29.8%	29.8%	29.8%
Standard & Poor's 500 Stock Index		10.5%	16.3%	25.9%	32.4%	32.4%	32.4%	32.4%
International Equities	7.8%	7.0%	18.1%	13.3%	16.1%	4.8%	13.9%	1.1%
FTSE All-World ex US Index		4.8%	15.5%	11.2%	15.7%	5.6%	13.6%	-0.3%
TOTAL PORTFOLIO	100.0%	6.1%	11.2%	14.7%	18.6%	10.3%	12.5%	6.0%
Subclass Blended Benchmark		6.6%	10.9%	15.2%	18.5%	10.9%	12.6%	6.6%

¹ Annualized Return
Account 005707

PORTFOLIO RISK-ADJUSTED RETURN (SHARPE RATIO)



INVESTMENT EFFICIENCY (RETURN VS. RISK)



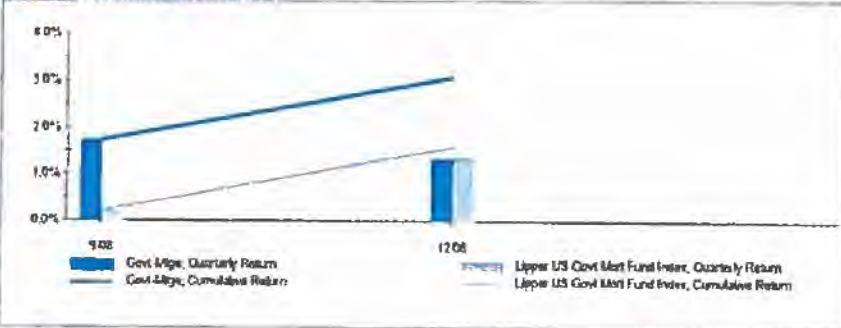
MUNICIPAL



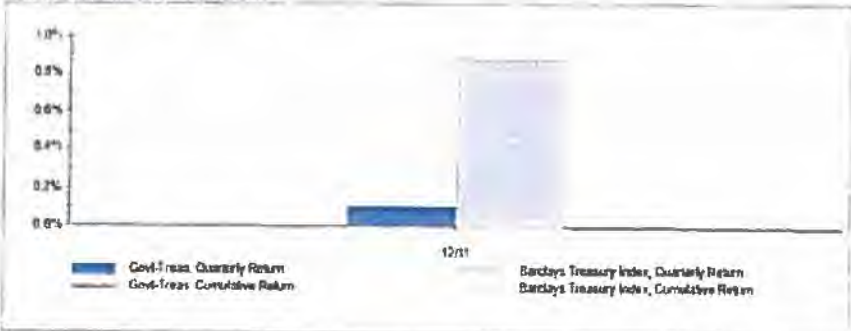
US GOVERNMENT



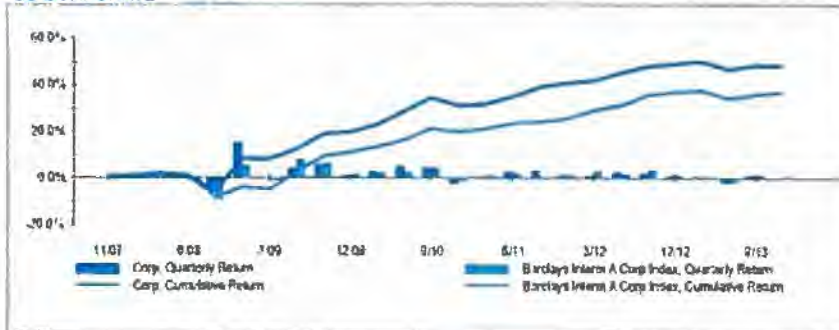
US GOVERNMENT-MORTGAGE



US GOVERNMENT-TREASURY



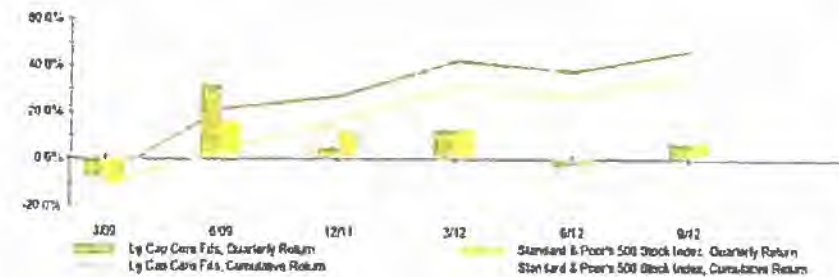
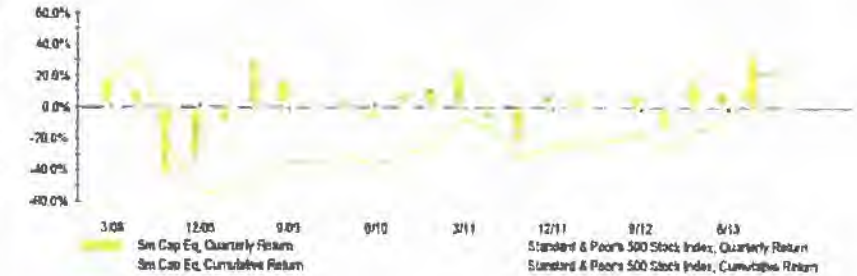
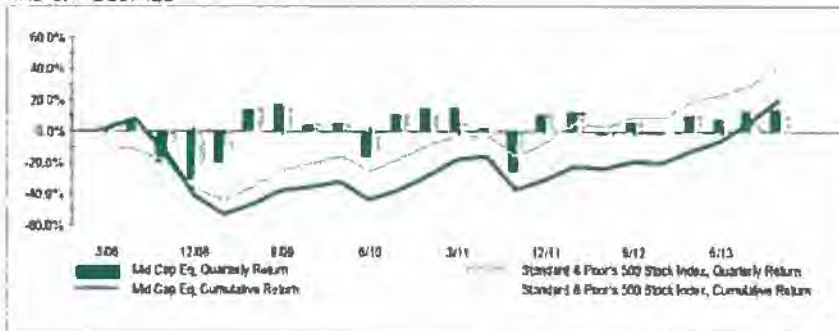
US CORPORATE



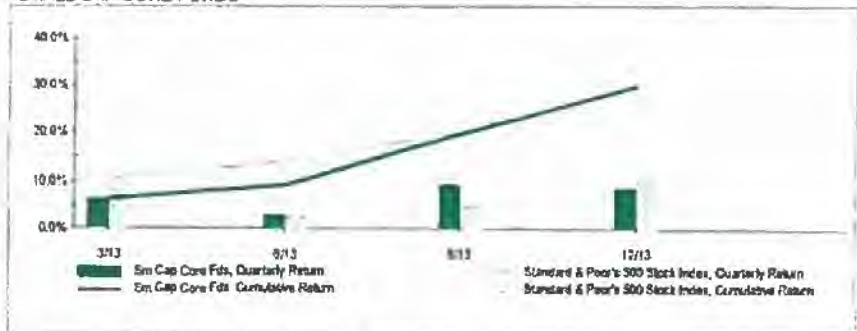
LARGE CAP EQUITIES



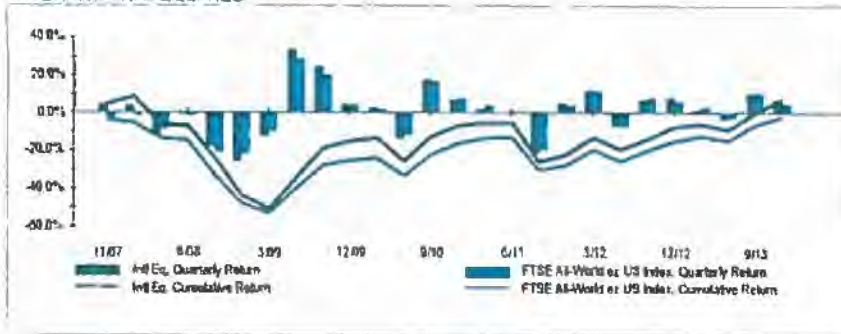
MID CAP EQUITIES



SMALL CAP CORE FUNDS



INTERNATIONAL EQUITIES



TOP 10 HOLDINGS BY ENDING MARKET VALUE

ASSET	PORTFOLIO ALLOCATION	ENDING MARKET VALUE
VANGRD ALLWRLD	6.5%	535,709
GS FST PRIME OB #464	4.9%	409,934
HALLIB 8.15% 9/15/19	4.3%	354,171
VANGUARD SM CAP	4.0%	333,808
N GRMN 5.05% 8/1/19	3.7%	304,112
DEVON 2.4% 7/15/16	3.6%	301,413
TX ST 3.191% 12/1/23	3.3%	277,551
ATMOS 4.95% 10/15/14	3.1%	260,880
CONPH 6.65% 7/15/18	2.9%	244,083
CRNING 4.25% 8/15/20	2.9%	243,343

ALL HOLDINGS BY CLASS/SUBCLASSMSU ENDOW FUNDS I/MMoney Mkts & EquivalentsMoney Mkts & Equivalents

GS FST PRIME OB #464	4.9%	409,934
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Municipal BondsMunicipal

TX ST 3.191% 12/1/23	3.3%	277,551
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Taxable BondsUS Government

FHLMC 5% 5/1/23	0.3%	27,643
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US Corporate

AT&T 5.5% 2/1/18	2.4%	201,004
ATMOS 4.95% 10/15/14	3.1%	260,880
BNSF 4.7% 10/1/19	2.5%	210,664
CONPH 6.65% 7/15/18	2.9%	244,083
CRNING 4.25% 8/15/20	2.9%	243,343
DEVON 2.4% 7/15/16	3.6%	301,413
HALLIB 8.15% 9/15/19	4.3%	354,171
N GRMN 5.05% 8/1/19	3.7%	304,112

US EquitiesLarge Cap Equities

ABBVIE INC	1.2%	99,019
AFLAC INC	1.8%	149,632
AM AIRLINES GRP	1.1%	87,365
APACHE CORP	1.6%	131,488
APPLE COMPUTER	1.4%	119,497
BERK HATHAWAY INC	2.1%	171,912

	PORTFOLIO ALLOCATION	ENDING MARKET VALUE
CF INDUSTRIES	1.4%	114,190
CHEVRON CORP	1.7%	137,401
CISCO SYS INC COM	1.2%	99,612
DIRECTV	1.6%	133,976
EMC CORP MASS	1.0%	85,133
FREEPORT COPPER	1.2%	102,464
GENERAL ELECTRIC CO	1.8%	148,284
GENWORTH FINL INC	1.2%	96,286
GOLDMAN SACHS	1.3%	106,356
GOOGLE INC	1.6%	134,485
IBM COM	1.8%	135,988
JPMORGAN CHASE & CO	1.4%	111,989
MEDTRONIC INC. COM	1.4%	117,647
ORACLE CORPORATION	1.6%	135,823
PFIZER INC	1.6%	133,547
PHILIP MORRIS	1.4%	114,931
PLUM CREEK TIMBER CO	1.2%	98,834
PROCTER & GAMBLE CO	1.5%	124,557
TARGET CORP	1.3%	108,608
US AIRWAYS GROUP	0.0%	0
VERIZON COMM INC	1.4%	116,216
WAL MART STORES INC	2.0%	167,186
Mid Cap Equities		
AMC NETWORKS	1.0%	82,413
ATWOOD OCEANICS	0.9%	72,610
GENERAC HOLDINGS	1.4%	117,245
HARRIS CORP DEL COM	1.3%	111,698
LABORATORY CORP AMER	1.5%	125,177
NATL OILWELL VARCO	1.3%	104,582
PRICELINE.COM INC	1.1%	92,992
UNITED RENTALS	1.0%	83,017
VALERO ENERGY CORP	1.2%	101,556
Small Cap Equities		
ENERGEN CORP	1.0%	85,608
FORESTAR GROUP	0.8%	70,085
GREENBRIER CO	0.8%	65,877
KODIAK O&G CORP	1.0%	85,420
Small Cap Core Funds		
VANGUARD SM CAP	4.0%	333,808

	PORTFOLIO ALLOCATION	ENDING MARKET VALUE
<u>MSU ENDOW FUNDS I/M (cont.)</u>		
<u>International Equities</u>		
International Equities		
ACTAVIS PLC	1.3%	109,368
VANGRD ALLWRLD	6.5%	535,709

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**
Account Number: **52 00 5707 0 08**
Report Date: **February 12, 2014**

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Investment Review

Account Cover Page

Category	Description
ACCOUNT TYPE	EXMPT AGY
ADMINISTRATOR	LINDA
ANNIVERSARY DATE	9/12/2007
INVESTMENT OFFICER	J SCHULTZ
INVESTMENT OBJECTIVE	GRW W/INC
INVESTMENT AUTHORITY	FULL
REVIEW FREQUENCY	Annual
STATE OF RESIDENCE	TX

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**
 Account Number: **52 00 5707 0 08**
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Investment Review

Asset Category	Tax Cost	% Total	Current Market Value	% Total	Estimated Annual Inc.	Yield on Market
Asset Summary						
CASH ON HAND	0.00	0.00	0.00	0.00	0.00	0.00
CASH EQUIVALENTS	781,899.09	11.24	781,899.09	9.47	78.19	0.01
FIXED INCOME SECURITIES	2,358,584.34	33.91	2,428,143.12	29.41	103,324.21	4.26
EQUITIES	3,813,134.34	54.85	5,046,354.62	61.12	92,064.28	1.82
	<u>6,953,617.77</u>	<u>100.00</u>	<u>8,258,396.83</u>	<u>100.00</u>	<u>195,466.68</u>	<u>2.37</u>

Tax Summary

TOTAL COST	8,953,617.77
NET LT GAIN/LOSS THIS YEAR	208,440.08
NET ST GAIN/LOSS THIS YEAR	51,582.36
TOTAL CASH	0.00

Investment Mix Objective

*** No Investment Mix Objectives Exist ***

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**
 Account Number: **52 00 5707 0 08**
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Investment Review

Shares or Per Value	Description of Assets	Unit Tax Cost	Tax Cost	Unit Market Value	Current Market Value	% Portfolio	Proj. Ann. Rate	Est. Ann. Inc.	Yield on Mkt	Unrealized Gain/Loss
Asset Details										
	CASH EQUIVALENTS									
781,899.0800	MISC CASH EQUIV-TAXABLE	1.000	781,899.08	1.000	781,899.08	9.47	0.01	78.19	0.01	0.00
	GOLDMAN SACHS FST PRIME									
	OBLIGATIONS FD #484		781,899.08		781,899.08	9.47		78.19	0.01	0.00
	Total MISC CASH EQUIV-TAXABLE		781,899.08		781,899.08	9.47		78.19	0.01	0.00
	Total CASH EQUIVALENTS									
	FIXED INCOME SECURITIES									
24,424.2213	MORTGAGE BACKED SECURITIES	101.800	24,859.28	109.091	26,644.62	0.32	5.00	1,221.21	4.58	1,785.34
	FREDDIE MAC POOL #G13133									
	5.0% 08/01/2023		24,859.28		26,644.62	0.32		1,221.21	4.58	1,785.34
	Total MORTGAGE BACKED SECURITIES									
300,000.0000	MUNICIPAL BONDS & NOTES	100.000	300,000.00	96.848	290,544.00	3.52	3.18	9,573.00	3.30	-9,456.00
	TEXAS STATE PFA - MSU									
	3.191% 12/01/2023-22		300,000.00		290,544.00	3.52		9,573.00	3.29	-9,456.00
	Total MUNICIPAL BONDS & NOTES									
250,000.0000	CORPORATE BONDS & NOTES	102.400	256,100.11	102.927	257,317.50	3.12	4.85	12,375.00	4.81	1,217.39
	ATMOS ENERGY CORP									
	4.95% 10/15/2014		289,143.70	102.956	298,572.40	3.62	2.40	8,980.00	2.33	-571.30
200,000.0000	DEVON ENERGY CORP	103.200								
	2.4% 07/15/2016-16		172,203.50	113.773	198,102.75	2.41	5.50	9,825.00	4.83	26,899.25
175,000.0000	AT&T INC CORP BOND	98.400								
	5.5% 02/01/2016		231,286.00	120.244	240,488.00	2.91	6.65	13,300.00	5.53	9,222.00
200,000.0000	CONOCO PHILLIPS PETRO	115.800								
	6.65% 07/15/2018		294,945.02	112.186	302,902.20	3.67	5.05	13,635.00	4.50	7,857.18
270,000.0000	NORTHROP GRUMMAN	109.200								
	5.05% 08/01/2019		363,031.99	110.728	353,197.60	4.28	6.15	18,142.50	5.14	-9,834.39
295,000.0000	HALLIBURTON CORP	123.100								
	6.15% 08/15/2019		189,687.50	111.817	212,452.30	2.57	4.70	8,830.00	4.20	22,764.80
180,000.0000	BURLINGTON NORTH SANTA FE	99.800								
	4.7% 10/01/2019		227,367.24	109.743	248,921.75	2.99	4.25	9,562.50	3.87	19,554.51
225,000.0000	CORNING INC	101.100								
	4.25% 08/15/2020		2,033,726.06		2,110,954.50	25.57		92,630.00	4.38	77,229.44
	Total CORPORATE BONDS & NOTES		2,368,684.34		2,428,143.12	29.41		193,324.21	4.26	59,658.78
	Total FIXED INCOME SECURITIES									
	EQUITIES									
1,705.0000	COMMON STOCK	48.740	79,696.08	82.410	106,409.05	1.29	1.46	2,523.40	2.37	26,712.97
	AFLAC INC									
	COM		78,673.70	85.650	79,436.50	0.98	0.00	0.00	0.00	2,782.80
1,210.0000	AMC NETWORKS INC	63.370								

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**

Account Number: **52 00 5707 0 08**

Report Date: **February 12, 2014**

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Investment Review

Shares or Par Value	Description of Assets	Unit Tax Cost	Tax Cost	Unit Market Value	Current Market Value	% Portfolio	Proj. Ann. Rate	Est. Ann. Inc.	Yield on Mkt	Unrealized Gain/Loss
1,075.0000	ABBVIE INC	24.750	46,403.53	49.680	83,112.50	1.13	1.60	3,000.00	3.22	46,706.87
2,475.0000	AMERICAN AIRLINES GRDUP	16.730	41,406.46	35.130	86,946.75	1.05	0.00	0.00	0.00	45,540.29
1,065.0000	APACHE CORP	78.030	84,866.03	81.380	86,297.30	1.07	1.00	1,065.00	1.23	3,631.27
	COM									
213.0000	APPLE COMPUTER INC	183.620	39,111.84	535.860	114,159.46	1.36	12.20	2,588.00	2.28	75,047.64
1,360.0000	ATWOOD OCEANICS INC	55.750	75,821.63	47.220	64,219.20	0.76	0.00	0.00	0.00	-11,602.83
1,450.0000	BERKSHIRE HATHAWAY INC	82.670	118,884.75	113.610	164,734.50	2.00	0.00	0.00	0.00	44,869.75
	CL B NEW									
490.0000	CF INDUSTRIES HOLDINGS, INC	180.120	93,157.11	231.080	113,218.40	1.37	4.00	1,960.00	1.73	20,082.29
1,100.0000	CHEVRON CORP NEW	83.100	91,411.67	113.560	124,938.00	1.51	4.00	4,400.00	3.52	33,528.33
	COM									
4,441.0000	CISCO SYS INC	20.920	92,888.93	22.710	100,855.11	1.22	0.86	3,019.88	2.89	7,966.18
	COM									
1,675.0000	DIRECTV COM CL A	45.970	76,898.82	71.090	119,075.75	1.44	0.00	0.00	0.00	42,078.93
3,385.0000	E M C CORP MASS	23.600	80,568.74	24.960	84,557.30	1.02	0.40	1,354.00	1.60	3,988.56
	COM									
810.0000	ENERGEN CORP	48.220	39,058.24	73.240	59,324.40	0.72	0.80	486.00	0.82	20,265.16
3,295.0000	FORESTAR GROUP INC	21.790	71,758.48	18.960	62,473.20	0.76	0.00	0.00	0.00	-9,285.28
2,715.0000	FREEPORT COPPER AND GOLD	37.840	102,191.70	33.190	90,110.65	1.09	1.25	3,393.75	3.77	-12,080.05
	CLASS B COMMON									
1,585.0000	GENERAC HOLDINGS	38.580	81,155.82	48.000	78,080.00	0.82	0.00	0.00	0.00	14,924.18
5,249.0000	GENERAL ELEC CO	17.480	91,632.38	25.430	133,482.07	1.62	0.88	4,818.12	3.48	41,849.69
	COM									
4,925.0000	GENWORTH FINANCIAL INC	10.040	49,458.30	15.530	76,485.25	0.83	0.00	0.00	0.00	27,025.95
600.0000	GOLDMAN SACHS GROUP INC	128.610	77,283.14	164.380	98,634.00	1.19	2.20	1,328.00	1.34	21,350.66
	COM									
120.0000	GOOGLE INC	528.440	63,532.67	1180.180	142,621.60	1.73	0.00	0.00	0.00	79,288.93
	CL A									
1,316.0000	THE GREENBRIER COMPANIES INC	24.830	32,888.44	35.280	48,441.84	0.58	0.00	0.00	0.00	13,772.20
1,600.0000	HARRIS CORP DEL	47.680	78,258.00	71.300	114,080.00	1.38	1.88	2,608.00	2.38	37,624.00
	COM									
725.0000	INTERNATIONAL BUSINESS MACH	126.950	82,040.11	179.700	130,282.50	1.58	3.00	2,755.00	2.12	38,242.39
	COM									
1,915.0000	JPMORGAN CHASE & CO	37.550	71,888.28	57.430	108,978.45	1.33	1.52	2,910.80	2.65	38,080.17
	COM									
8,375.0000	KODIAK OIL & GAS CORP	8.380	53,310.93	11.350	72,356.25	0.88	0.00	0.00	0.00	18,045.32
1,170.0000	LABORATORY CORP AMER HLDGS	79.000	93,131.08	91.620	107,185.40	1.39	0.00	0.00	0.00	14,064.32
	COM NEW									
2,040.0000	MEDTRONIC INC	41.640	84,946.98	58.470	115,188.60	1.40	1.12	2,284.80	1.98	30,251.84
	COM									
1,315.0000	NATIONAL OILWELL VARCO INC	71.800	94,418.33	76.600	98,414.00	1.20	1.04	1,367.60	1.38	4,984.67
3,550.0000	ORACLE CORP	28.020	82,383.71	37.840	134,332.00	1.83	0.48	1,704.00	1.27	41,948.29
	COM									
4,380.0000	PFIZER INC	20.250	88,294.37	31.880	136,988.80	1.88	1.04	4,534.40	3.28	50,702.43
	COM									
1,305.0000	PHILIP MORRIS INTL INC	58.530	73,771.49	79.480	103,895.30	1.28	3.78	4,806.80	4.73	29,923.81
75.0000	PRICELINE.COM INC	808.450	45,633.59	1213.930	91,044.75	1.10	0.00	0.00	0.00	45,411.16

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**

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Investment Review

Shares or Par Value	Description of Assets	Unit Tax Cost	Tax Cost	Unit Market Value	Current Market Value	% Portfolio	Proj. Ann. Rate	Est. Ann. Inc.	Yield on Mkt	Unrealized Gain/Loss
1,530.0000	PROCTER & GAMBLE CO COM	61.410	93,857.30	78.840	120,625.20	1.46	2.41	3,681.16	3.05	26,867.90
1,715.0000	TARGET CORP COM	53.380	91,552.49	57.140	97,985.10	1.19	1.72	2,949.80	3.01	6,442.61
1,095.0000	UNITED RENTALS INC	54.880	58,238.31	81.910	87,234.15	1.06	0.00	0.00	0.00	26,895.84
1,810.0000	VALERO ENERGY CORP NEW COM	27.630	44,483.26	47.820	78,990.20	0.93	1.00	1,818.00	2.09	32,506.94
2,385.0000	VERIZON COMMUNICATIONS COM	33.980	80,310.06	47.210	111,651.65	1.35	2.12	5,013.80	4.49	31,341.59
1,997.0000	WAL MART STORES INC COM	54.200	103,382.20	74.800	142,843.80	1.73	1.88	3,585.18	2.51	39,281.40
	Total COMMON STOCK		2,925,401.13		3,979,528.00	48.20		69,761.09	1.75	1,054,126.87
2,125.0000	COMMON STOCK - REITS PLUM CREEK TIMBER CO INC COM	40.290	85,620.81	43.150	91,693.75	1.11	1.76	3,740.00	4.08	6,072.94
	Total COMMON STOCK - REITS		85,620.81		91,693.76	1.11		3,740.00	4.08	6,072.94
10,560.0000	EQUITY ETF'S VANGUARD FTSE ALLWORLD EX- US	42.800	451,987.82	49.410	521,769.80	6.32	1.35	14,256.00	2.73	69,781.76
3,036.0000	VANGUARD SMALL CAP Total EQUITY ETF'S	86.600	262,907.55	108.320	328,859.52	3.98	1.42	4,317.19	1.31	65,951.97
			714,895.37		850,629.12	10.30		18,573.19	2.16	135,733.75
651.0000	FOREIGN EQUITIES ACTAVIS PLC EUROPE	133.970	87,217.03	191.250	124,503.75	1.51	0.00	0.00	0.00	37,286.72
	Total FOREIGN EQUITIES		87,217.03		124,503.76	1.51		0.00	0.00	37,286.72
	Total EQUITIES		3,813,134.34		5,046,354.62	61.12		92,064.28	1.82	1,233,220.28
	CASH ON HAND									
	Income Cash		482,030.88		482,030.88					
	Principal Cash		-482,030.88		-482,030.88					
	Total CASH ON HAND		0.00		0.00	0.00				
	GRAND TOTALS		6,953,617.77		8,256,396.83	100.00		195,466.68	2.37	1,302,779.86

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**
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Economic Sector	Cost Value	Current Market Value	% of Asset Type	Yield on Market	Estimated Annual Inc.
Common Stock Diversification Summary					
- Information Not Available -	714,895.37	850,629.12	17.28	2.18	18,573.19
CONSUMER DISCRETIONARY	290,856.60	387,552.10	7.87	0.76	2,949.80
CONSUMER STAPLES	271,090.99	366,964.10	7.46	3.32	12,173.14
ENERGY	483,172.29	585,539.35	11.90	1.53	8,948.60
FINANCIALS	555,582.84	710,408.20	14.43	1.48	10,494.20
HEALTH CARE	312,775.94	454,503.50	9.23	2.16	9,819.20
INDUSTRIALS	285,102.41	430,184.61	8.74	1.07	4,619.12
INFORMATION TECHNOLOGY	536,782.00	821,087.99	16.68	1.72	14,119.48
MATERIALS	195,348.81	203,330.25	4.13	2.63	5,353.75
TELECOMMUNICATION	80,310.06	111,651.65	2.27	4.49	5,013.60
	<u>3,725,917.31</u>	<u>4,921,850.87</u>	<u>100.00</u>	<u>1.87</u>	<u>92,064.28</u>

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**
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Par Value	Description	Coupon	Maturity Date	Current Market Value	Yield on Market	Estimated Annual Inc.	Rating
Bond Maturity Schedule							
250,000.0000	ATMOS 4.95% 10/15/14	4.950%	10/15/2014	257,317.50	4.81	12,375.00	A2
290,000.0000	DEVON 2.4% 7/15/16	2.400%	07/15/2016	298,572.40	2.33	6,960.00	Baa1
175,000.0000	AT&T 5.5% 2/1/18	5.500%	02/01/2018	199,102.75	4.83	9,625.00	A3
200,000.0000	CONPH 6.65% 7/15/18	6.650%	07/15/2018	240,488.00	5.53	13,300.00	A1
270,000.0000	N GRMN 5.05% 8/1/19	5.050%	08/01/2019	302,902.20	4.50	13,635.00	Baa2
295,000.0000	HALLIB 6.15% 9/15/19	6.150%	09/15/2019	353,197.60	5.14	18,142.50	A2
190,000.0000	BNSF 4.7% 10/1/19	4.700%	10/01/2019	212,452.30	4.20	8,930.00	A3
225,000.0000	CRNING 4.25% 8/15/20	4.250%	08/15/2020	246,921.75	3.87	9,562.50	A3
24,424.2213	FHLMC 5% 5/1/23	5.000%	05/01/2023	26,644.82	4.58	1,221.21	
300,000.0000	TX ST 3.191% 12/1/23	3.191%	12/01/2023	290,544.00	3.30	9,573.00	A1
2,219,424.2213	TOTAL			2,428,143.12		103,324.21	

For the Account of: **MSU ENDOWMENT FUNDS I/M AGENCY**

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Trade Date	Settlement Date	Trade Type	Security Name	Par Value	Trade Amount
Pending Trades					
02/10/2014	02/13/2014	Purchase	VERIZON COMM INC	190.0000	-8,918.60
02/10/2014	02/13/2014	Purchase	TARGET CORP	810.0000	-45,805.50
02/10/2014	02/13/2014	Purchase	VANGRD ALLWRD	1,200.0000	-68,367.40
02/10/2014	02/13/2014	Purchase	GREENBRIER CO	349.0000	-11,974.12
02/10/2014	02/13/2014	Purchase	EMC CORP MASS	1,215.0000	-30,107.70
02/10/2014	02/13/2014	Purchase	ATWOOD OCEANICS	157.0000	-7,129.29
02/10/2014	02/13/2014	Purchase	AFLAC INC	245.0000	-15,297.73
02/11/2014	02/14/2014	Purchase	GENERAL MOTORS	1,685.0000	-59,901.75
TOTAL				5,851.0000	-237,502.09

Linda S. Wilson
Senior Vice President – Trust Officer

- B.A., University of Texas
- M.A., Midwestern State University
- TBA Texas School of Trust Banking

Professional Experience

Mrs. Wilson began her banking career in 1984 as a personal trust officer with InterFirst Bank in Wichita Falls. From 1998 to 2000, Mrs. Wilson served as the City Office Manager for the Bank of America Private Client Group, the successor to InterFirst. Prior to joining InterFirst, Mrs. Wilson held public relations positions with LTV Aerospace and Methodist Hospitals in Dallas and served as Director of Resource Development for Wichita General Hospital.

Professional Activities

Mrs. Wilson is a member of the North Texas Estate Planning Council.

Other Affiliations

Mrs. Wilson is a Past-President of the Advisory Board for the Wichita Falls Museum of Art at Midwestern State University. She is a Past-President of First Step, has served on the Executive Committees of United Regional Health Care Center, Wichita Falls Symphony Orchestra and the Junior League of Wichita Falls. She is Immediate Past-President of the United Regional Foundation Board, and a Sustaining Member of the Junior League.

Jeffrey S. Schultz, CFA, CTFA
Senior Vice President – Chief Investment Officer

- ABA Graduate Trust School, Diploma 2012
- CTFA Program, 2012 and Financial Advisor, 2012
- Southwestern Graduate School of Banking, at Southern Methodist University, 2006
- Chartered Financial Analyst, 1992
- B.B.A., Texas Christian University, 1984

Professional Background

Mr. Schultz is the Chief Investment Officer for American National Bank & Trust. He is responsible for developing investment strategies, implementing equity and fixed income investment programs and monitoring overall investment performance for the Trust Department. In addition, Jeffrey monitors and manages the investment portfolio for American National Bank & Trust. Presently he is Chairman of the Trust Investment Committee, a member of the Trust Committee, as well as a member of the Bank's Asset Liability & Trust Committee. Jeffrey joined American National Bank in September 2001.

Mr. Schultz began his banking career in 1983 with Texas American Bancshares where he held various accounting and management analyst positions. In 1987, he joined the Federal Home Loan Bank of Dallas, which later became the Office of Thrift Supervision (OTS). When he left OTS, he was directing and overseeing capital market examinations for federally insured savings and loans. In 1991, Mr. Schultz went to work for the law firm of Finkelstein, Thompson and Loughran in Washington, DC as a financial analyst. While there, he assisted with the investigation and litigation of financial institutions' transactions, frauds and other financial misdeeds. In 1993, Mr. Schultz joined Sentry Management, Inc. where he helped financial institutions analyze interest rate risk exposures and implement investment programs. Prior to joining American National Bank, Mr. Schultz was with Herbert R. Smith, Incorporated, where he served as a portfolio manager and was responsible for developing investment strategies, analyzing interest rate risk positions, managing investment portfolios, and was a member of the investment committee.

Outside Interests

Jeffrey is a member of the CFA Institute and the CFA Society of Dallas-Fort Worth. He is a past Board member and Treasurer of Child Care, Inc. and was a Director and Treasurer of Habitat for Humanity WF Board. In addition, he has served as the non-member Trustee of the First Christian Church Wichita Falls Endowment. Mr. Schultz is an Elder of First Presbyterian Church of Wichita Falls. He is also a graduate of the Southwestern Graduate School of Banking, as well as Leadership Wichita Falls, and is currently a student representative to the ABA Trust School Advisory Board in Washington, DC.

Midwestern State University
Three Month Investment Pool Performance Analysis

Actual Investment Performance:

	<u>Oct-13</u>	<u>Nov-13</u>	<u>Dec-13</u>	<u>Jan-14</u>
Total Pooled Investments by Month	35,455,627.45 ¹	29,695,743.18 ²	27,738,074.67 ³	36,849,733.72 ⁴
Actual investment earnings (net)	<u>55,160.77</u>	<u>50,716.96</u>	<u>50,878.49</u>	<u>122,631.01</u>
Imputed weighted average yield	1.8318%	2.0779%	2.1597%	3.9183%

Estimated Investment Performance:

	<u>Oct-13</u>	<u>Nov-13</u>	<u>Dec-13</u>	<u>Jan-14</u>
Total Pooled Investments by Month	35,455,627.45	29,695,743.18	27,738,074.67	36,849,733.72
Estimated investment earnings (net)	<u>21,404.32</u>	<u>20,536.44</u>	<u>22,060.05</u>	<u>26,173.71</u>
Estimated weighted average yield	0.7108%	0.8414%	0.9364%	0.8363%
Basis Point Spread	1.1210%	1.2365%	1.2233%	3.0820%
Net increase in interest income (due to Texas A&M System investments)	33,756.45	30,180.52	28,818.44	96,457.30
Total Interest Income Increase (Oct - Jan)	189,212.71			

¹ Includes \$18,037,090.02 invested with Texas A&M System

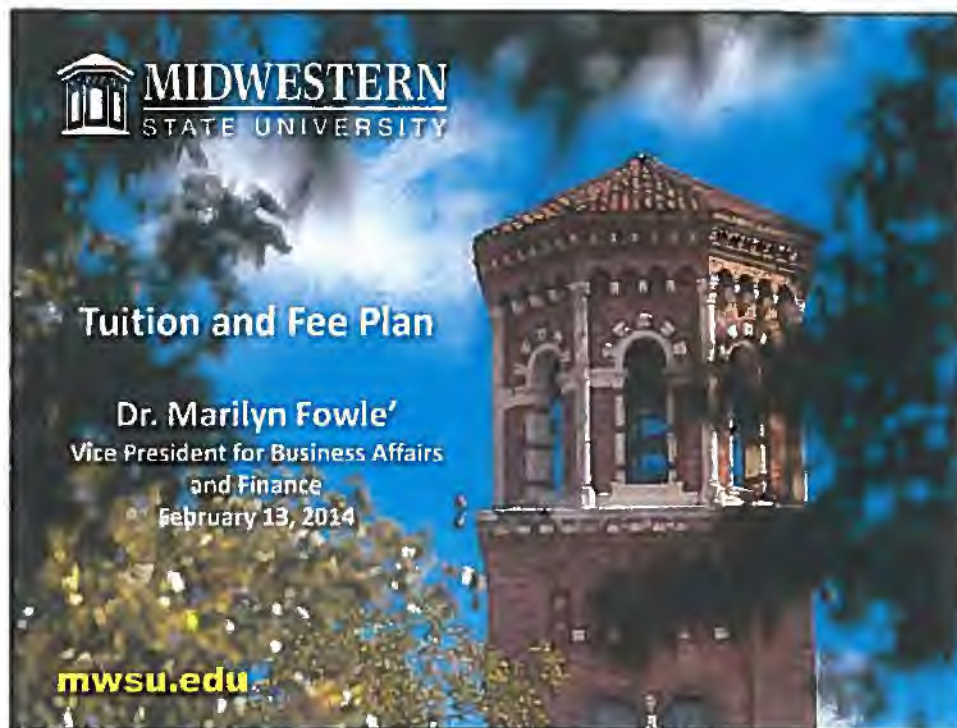
² Includes \$20,071,253.76 invested with Texas A&M System

³ Includes \$20,112,092.67 invested with Texas A&M System

⁴ Includes \$20,224,037.23 invested with Texas A&M System

⁵ Assumes no investments with Texas A&M System & allocation of investments to maximize yield (including previously held CD's and money market accounts)

Note: Unrealized gains/losses are not accounted for until year-end mark-to-market adjusting entries are made.



House Bill 29, Mandated Fixed Tuition Plan



Legislative Intent

- Freeze designated tuition for 12 consecutive semesters for new students, including transfers, enrolling Fall 2014 and beyond
- Adjust tuition rate to assure no loss of revenue to the university

MSU Assumptions

- Establishing a 12 Semester Plan for new students and current sophomores
- Establishing a 9 Semester Plan for current juniors
- Establishing a 6 Semester Plan for current seniors and graduate students
- New academic year 12 Semester Plan tuition rate would apply after the specified semester for each plan
- Freezing only designated tuition

House Bill 29, Mandated Fixed Tuition Plan



Definitions and Further Assumptions:

- 12 consecutive semesters
 - Our summer sessions count as one semester
 - If a student starts in spring or summer, their semester count begins in that term
 - The count of 12 semesters is NOT dependent on that student enrolling in the term. If a student begins Fall 2014, their 12 semester plan ends Summer 2018
- 9 consecutive semester plan
 - For Fall 2014 Juniors
 - Runs from Fall 2014 through Summer 2017
- 6 consecutive semester plan
 - For Fall 2014 Seniors, Post Baccalaureate and Graduate Students
 - Runs from Fall 2014 through Summer 2016
- Student semester begins after high school graduation
- Since only designated tuition is frozen, the plans are effective for all students including undergraduate, graduate, resident and non-resident
- No semester credit hour minimum or grade requirements will impact the plan a student is under

House Bill 29, Mandated Fixed Tuition Plan



- 12 Semester Plan
 - For new MSU students, the plan begins in the semester of first enrollment
 - Fall 2014 existing MSU freshmen and sophomore students will be placed in the 12 Semester Plan
 - Provides the benefit of a frozen tuition rate for 12 consecutive semesters
 - Tuition rates in semester 13 and beyond will fall under the 12 Semester Plan rate for that academic year

Existing Students



- Existing Junior Students:
 - Plan runs from Fall 2014 through Summer 2017
 - Tuition rates for Fall 2017 and further semesters will fall under the New Student 12 Semester Plan rate for that academic year
 - Provides the benefit of a frozen tuition rate for existing students to complete their degree within the next 9 semesters

Existing Students



- Existing Senior and Graduate Students:
 - Plan runs from Fall 2014 through Summer 2016
 - Tuition rates for Fall 2016 and further semesters will fall under the 12 Semester Plan rate for that academic year
 - Provides the benefit of a frozen tuition rate for existing students to complete their degree within the next 6 semesters

Fixed Tuition Plan, Rate Calculation



Data Reviewed:

- Consumer Price Index
- Higher Education Price Index
- MSU designated tuition history
- Approved plans by other Texas universities

Other Universities



- Sam Houston State University – optional designated tuition increase of 12%, from \$195 to \$218.40 per semester credit hour
- Stephen F. Austin State University – optional fixed designated tuition increase of 13.9%, from \$158 to \$180 per semester credit hour
- Texas A&M – mandatory tuition and fee increase of 6% with designated tuition increasing 9.9%, from \$126.55 to \$139.10 per semester credit hour

Proposed Tuition Rates



- Seniors and Graduate Students 6 Semester Plan – increase designated tuition from \$111.50 to \$114.00, an increase of 2.2%. This will be frozen for 6 semesters.
- Juniors 9 Semester Plan – increase designated tuition from \$111.50 to \$116.50, an increase of 4.5%. This will be frozen for 9 semesters.
- Sophomores and New Student 12 Semester Plan – increase designated tuition from \$111.50 to \$119.00, an increase of 6.7%. This will be frozen for 12 semesters.

University Services Fee



- Propose an increase for all students to a semester credit hour rate of \$54.25.
 - For Seniors and Graduate students, this would increase a 15 hour load by 4.5% for all tuition and fees above current rates. This includes the designated tuition proposed increase.
 - For Juniors, this would increase a 15 hour load by 5.5% for all tuition and fees above current rates. This includes the designated tuition proposed increase.
 - For Sophomores and new students, this would increase a 15 hour load by 6.5% for all tuition and fees above current rates. This includes the designated tuition proposed increase.

Tuition and Fee Schedule Comparison Fall 2013 to Proposed Fall 2014				
	Actual Fall 2013 15 Hours	Seniors and Graduates Fall 2014 15 Hours	Juniors Fall 2014 15 Hours	Sophomores and New Students Fall 2014 15 Hours
State Tuition	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
University Designated Tuition	1,672.50	1,710.00 *	1,747.50 *	1,785.00 *
Student Union/Center Fee	55.00	55.00	55.00	55.00
Recreational Center Fee	120.00	120.00	120.00	120.00
Student Service Fee	232.50	232.50	232.50	232.50
Athletic Fee	120.00	120.00	120.00	120.00
Instructional Enhancement Fees - avg*	211.99	211.99	211.99	211.99
University Services Fee	676.80	813.75	813.75	813.75
Total for 15 SCH	\$ 3,838.79	\$ 4,013.24	\$ 4,050.74	\$ 4,088.24
Proposed Increase for 15 Hour Schedule		\$ 174.45	\$ 211.95	\$ 249.45
Overall Percentage Increase over Fall 2013		4.54%	5.52%	6.49%
	Actual Fall	Proposed	Proposed	Proposed
Designated Tuition	\$ 173.50	\$ 174.00	\$ 178.80	\$ 178.00
University Services Fee	49.12	84.25	84.25	84.25
* Designated Tuition Rate Guaranteed through Summer 2016 Summer 2017 Summer 2018				

Tuition Plan



Uses of Increase



- None of the increase will be used on Master Plan construction projects. These have a different source of funding.
- Faculty and Staff salary increases - to keep up with the cost-of-living and retain good employees
- Health insurance increases – expect large increases next year because of the Affordable Healthcare Act
- IT Costs – want to continue to provide cutting-edge technology (e.g. expanded bandwidth) for campus
- Eureka – grow undergraduate research program
- Scholarships – continue offering scholarships to qualified students

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Audit, Compliance, and Management Review Committee
February 13, 2014**

The Audit, Compliance, and Management Review Committee of 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 5:07 p.m., Thursday, February 13, 2014. Mr. Hessing chaired the committee meeting for Mr. Sam Sanchez who attended via teleconference. Committee members in attendance were Ms. Tiffany Burks (via teleconference), Mr. Charles Engelman, and Mr. Jeff Gregg. Other regents attending the meeting were Mr. Kenny Bryant, Ms. Jane Carnes, Dr. Lynwood Givens, and Student Regent Shelby Davis.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School, and Mr. Kyle Owen, Associate Vice President for Facilities Services. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Ms. Reagan Foster, Secretary/Treasurer of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the Student Government Association (SGA) was Ms. Heather Baker, Observer. Representing the news media was Ms. Ann Work, reporter for the *Times Record News*.

Chairman Hessing called the meeting to order at 5:07 p.m.

Reading and Approval of Minutes

14-74. The minutes of the Audit, Compliance, and Management Review Committee meeting November 7, 2013, were approved as presented.

Audit Activities

14-75. Mr. Hessing stated that the board was pleased to welcome Mike Taylor as the new MSU Internal Auditor. He asked Mr. Taylor to report on his activities since arriving on campus. Mr. Taylor thanked the board and administration for the opportunity to join the MSU team. He reported that he is working to set up best practices and is looking at the internal audit function from the ground up. He noted that he would visit Stephen F. Austin State University and meet with their university auditors for a higher education briefing. He stated that he would also attend numerous conferences later in the year. He

added that the conferences hosted by the Association of College and University Auditors and the Texas Association of College and University Auditors should be very beneficial. Mr. Taylor reported that he is compiling information for risk assessment and looking at the entity level and account level assessments. He stated his belief that internal audit is more than just providing independent or objective assurance and added that internal auditors should provide value added services. He noted that the internal audit department should help meet the strategic goals of the university. He reported that he would present his audit plan for the remainder of the fiscal year at the May board meeting.

Contract Management Activities

14-76. Mr. Macha reported that 102 contracts were processed during the last quarter of 2013 (October through December). He added that 426 were processed during 2013. He stated that the process continues to work very well.

MSU Policies and Procedures Manual Changes

14-77. Mr. Hessing noted that the administration had recommended changes to the wording of Policy 4.194, Public Access Defibrillation Program. He asked Dr. Lamb to comment. Dr. Lamb responded that this is an update to this policy to reflect title changes and locations of the devices.

Mr. Gregg moved approval of this policy change as presented. Mr. Engelman seconded the motion and it was approved.

Adjournment

The Audit, Compliance, and Management Review Committee discussion concluded at 5:14 p.m.

Reviewed for submission:



Shawn Hessing, Acting Chairman
Midwestern State University
Board of Regents Audit, Compliance, and
Management Review Committee

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
February 13, 2014**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room of the Hardin Administration Building at 1:30 p.m., February 13, 2014. Regents in attendance at the university were Mr. Shawn Hessing, Chairman; Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; Ms. Jane Carnes; Mr. Charles Engelman; Dr. Lynwood Givens; Mr. Jeff Gregg; and Student Regent Shelby Davis. Ms. Tiffany Burks and Mr. Sam Sanchez attended the meeting via teleconference.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School, and Mr. Kyle Owen, Associate Vice President for Facilities Services. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Ms. Reagan Foster, Secretary/Treasurer of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting was Dr. Ruth Morrow, Dolores P. Bolin and D. Phil and Aurora S. Bolin Distinguished Chair of Piano. Representing the Student Government Association (SGA) were Ms. Melody Coffey, President, and Ms. Heather Baker, Observer. Representing the news media were Ms. Mechell Dixon and Mr. Ricky Scruggs, KFDX-TV III.

Chairman Hessing called the meeting to order at 1:30 p.m. and Ms. Barrow introduced the guests.

Opening Comments

Mr. Hessing reported that Mrs. Burks and Mr. Sanchez were connected to the meeting by telephone. He reminded the board and visitors that the meeting was being streamed live on the internet and asked everyone in the room to silence or turn off their electronic devices. He added that side discussions around the table or the room are distracting and may be heard through the live feed microphones.

Public Comment

14-41. Mr. Hessing stated that in accordance with 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.

Discussion of Higher Education Issues

14-42. Mr. Hessing stated that this was the board's opportunity to discuss current issues and trends in higher education. He noted that tuition and fees would be discussed later in the meeting. He stated that campus security continues to be a topic of discussion. Mr. Hessing commended Chief Dan Williams and his team for the way they handled the recent situation at MSU. He noted that while there was some confusion, it was clear that the confusion was generated through social media. He added that university officials did a great job of getting to the bottom of the situation.

Dr. Rogers commented that he would be traveling to Austin Monday to chair a panel at a one-day conference on higher education in the 21st century. He stated that one of the topics to be discussed is the role of core learning in higher education, particularly as it relates to the number of young people moving into professional fields of study.

Legacy Walk

14-43. Mr. Hessing commented that Legacy Walk was established during MSU's 75th anniversary to honor individuals who have significantly affected the future of MSU through service and financial support. He noted that a recommendation was included in each board member's folder and asked Dr. Rogers to comment on this recommendation.

Dr. Rogers reported that the administration recommended the addition of Martha Fain and Mac Cannedy, Jr. to Legacy Walk. Dr. Rogers noted that Martha is a generous donor to a wide variety of programs at the university ranging from supporting women's athletics to her latest significant gift for the construction of the new Fain Instrumental Music Hall. Her philanthropic work follows that of her mother, Minnie Rhea Wood. Dr. Rogers reported that Mac is a graduate of MSU and is a senior partner with Freeman, Shapard, and Story. Mac serves as trustee of the J. S. Bridwell Foundation, the Bryant Edwards Foundation, and the Fain Foundations. He is also chairman of the Board of Trustees of the MSU Charitable Trust. Dr. Rogers noted that Mac had done a great deal for Midwestern State University through his service and his generosity.

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

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

14-44. Mr. Hessing reported that this item would be handled later in the day or on Friday.

Executive Session

14-45. Mr. Hessing reported that this item would be handled later in the day or on Friday.

Recess

The meeting recessed at 1:42 p.m. and resumed at 5:15 p.m.

Executive Session

Mr. Hessing announced that the Board of Regents would go into closed session as allowed by the Texas Government Code Chapter 551, Sections 551.074 and 551.073, to consider Item 14-45C (Deliberations about Gifts or Donations) and Item 14-44 (University President's Annual

Performance, Compensation, and Contract Review). The closed session was properly announced at 5:15 p.m. Mr. Hessing, Mr. Bernhardt, Mr. Bryant, Mrs. Carnes, Mr. Engelman, Dr. Givens, Mr. Gregg, and Ms. Davis were present at the university and remained for the discussion. Mrs. Burks and Mr. Sanchez were connected via telephone for the entire discussion. Dr. Rogers, Dr. Stewart, Dr. Fowlé, Dr. Lamb, Dr. Farrell, Mr. Macha, Mr. Taylor, and Ms. Barrow remained for the discussion of Item 14-45C only.

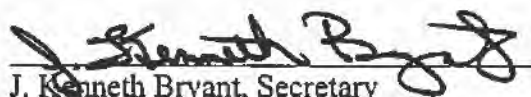
Open Meeting Resumes

The closed session ended at 6:00 p.m. with an announcement by Mr. Hessing that no action was taken during the Executive Session.

Adjournment

The meeting adjourned at 6:00 p.m.

Reviewed for submission:

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

J. Kenneth Bryant, Secretary
Midwestern State University
Board of Regents

**MINUTES
BOARD OF REGENTS
MIDWESTERN STATE UNIVERSITY
February 14, 2014**

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 8:30 a.m., Friday, February 14, 2014. Regents in attendance were Mr. Shawn Hessing, Chairman; Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; Ms. Tiffany Burks (via teleconference connection); Ms. Jane Carnes; Mr. Charles Engelman; Dr. Lynwood Givens; Mr. Jeff Gregg; and Student Regent Shelby Davis.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Graduate Dean; Mr. Matthew Park, Associate Vice President for Student Affairs and Dean of Students; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Mr. Chris Stovall, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Dr. David Carlston, Faculty Senate Chairman; Mr. Dirk Welch, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the news media was Ms. Ann Work, *Times Record News*.

Chairman Hessing called the meeting to order at 8:30 a.m. and Ms. Gaynor introduced the guests.

Opening Comments

Mr. Hessing welcomed everyone to the meeting and thanked them for their participation, discussion, and action at the committee meetings Thursday.

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 Board of Regents through written and oral testimony. He noted that no one had signed up to speak during this time.

Reading and Approval of Minutes

14-78, 79, & 80. Minutes of the Board of Regents meetings November 7 and 8, 2013, and January 10, 2014 (see Attachment 1), were approved as presented.

Executive Committee Report

Mr. Hessing noted the items presented at the Executive Committee meeting for committee approval and information only. Information concerning these items may be found in the minutes of the Executive Committee meeting held February 13, 2014.

Item Presented for Committee Approval Only

- 14-46. Committee Minutes

Items Presented for Information Only

- 14-47. Construction Update
- 14-48. Drought Recovery Water Plan Efforts
- 14-49. Campus Master Plan Update

Executive Committee Consent Agenda

Mr. Hessing recommended the following items approved by the Executive Committee and placed on the Consent Agenda for the board's consideration.

- 14-46. Tuition Revenue Bond (TRB) Request – authorized the administration to proceed with programming and planning two TRB requests for the 2015 legislative session as presented.
- 14-47. Student Housing – authorized the administration to proceed with planning for additional student housing to include a Request for Proposal (RFP) as necessary.
- 14-48. Dalquest Desert Research Station – authorized the administration to proceed with the project to include a utility building, a larger laboratory building, and infrastructure, and to expand the design-build contract with Antila and Bundy, Young, Sims, and Potter at a total project cost not to exceed \$850,000 as presented.
- 14-49. Wichita Falls Museum of Art at MSU – External Improvement Project – authorized the administration to proceed with the project at an anticipated total cost of \$850,000, with design initiated by Bundy, Young, Sims, and Potter.
- 14-50. Wichita Falls Museum of Art at MSU Strategic and Tactical Plan FY 14 – approved the plan as presented.
- 14-51. Wichita Falls Museum of Art at MSU Accessioned Artworks – ratified the accession of items as presented.

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

Academic and Student Affairs Committee Report

Dr. Givens noted the items presented at the Academic and Student Affairs Committee meeting for committee approval and information only. Information concerning these items can be found in the minutes of the committee meeting held February 13, 2014.

Item Presented for Committee Approval Only

- 14-56. Committee Minutes

Items Presented for Information Only

- 14-57. Faculty Report
14-58. Staff Report
14-59. Student Government Report
14-60. Athletics Report
14-61. Enrollment Report – Spring 2014

Academic and Student Affairs Committee Consent Agenda

Dr. Givens recommended the following item that was approved by the Academic and Student Affairs Committee and placed on the Consent Agenda for the board's consideration.

- 14-62. Housing and Dining Service Rates – 2014-2015 – approved the rates as presented.

Mr. Hessing asked if any member wanted to remove this item from the Consent Agenda. There being none, Mrs. Burks seconded Dr. Givens' motion to approve the Consent Agenda as presented. The motion was approved.

Finance Committee Report

Mr. Bernhardt noted the items presented at the Finance Committee meeting for committee approval and information only. Information concerning these items can be found in the minutes of the Finance Committee meeting held February 13, 2014.

Item Presented for Committee Approval Only

- 14-63. Committee Minutes

Items Presented for Information Only

- 14-64. Summary of Financial Support
14-65. Grant Development Services

Finance Committee Consent Agenda

Mr. Bernhardt recommended the following items approved by the Finance Committee and placed on the Consent Agenda for the board's consideration.

- 14-66. Financial Report – accepted the FY 13 Annual Financial Report and the monthly financial reports for September through December, 2013.
14-67. Investment Report – accepted the first quarter 2014 Investment Report.

- 14-67a. MSU Charitable Trust – Value Determination – approved changes to four Charitable Trust fund agreements (three Perkins funds and the museum fund) as presented.
- 14-68. FY 2014 Items \$50,000 & Under – ratified the budget changes as presented.
- 14-69. Personnel Reports and Changes in 2013-2014 Budget – ratified the changes as presented.
- 14-70. Summer Budget 2014 – authorized increased funding of \$300,000 as presented and requested that a report analyzing this investment be presented in August.
- 14-71. Reinstatement Fee – authorized increasing this fee from \$50 to \$100 effective with the fall 2014 semester.
- 14-72. New Faculty Positions – FY 15 – authorized two new faculty positions as presented.
- 14-73. Budget Discussion FY 15 and Tuition and Fee Review and Recommendations – approved the tuition and fee rates for FY 15 as well as the fixed tuition program for current and future students as presented.

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

Audit, Compliance, and Management Review Committee Report

Mr. Hessing noted the items presented at the Audit, Compliance, and Management Review Committee meeting for committee approval and information only. Additional information concerning these items can be found in the minutes of the committee meeting held February 13, 2014.

Item Presented for Committee Approval Only

- 14-74. Committee Minutes

Items Presented for Information Only

- 14-75. Audit Activities
- 14-76. Contract Management Activities

Audit, Compliance & Management Review Committee Consent Agenda

Mr. Hessing recommended the following item that was approved by the Audit, Compliance, and Management Review Committee and placed on the Consent Agenda for the board's consideration.

- 14-77. *Policy Manual* Change – authorized changes to Policy 4.194 as presented.

Mr. Hessing asked if any member wanted to remove this item from the Consent Agenda. There being none, Mrs. Carnes seconded Mr. Hessing's motion to approve the Consent Agenda as presented. The motion was approved.

Other Business

President's Report and Discussion

14-81. Dr. Rogers reported on the following topics.

- A. Lone Star Conference (LSC) Update – Dr. Rogers reported that McMurry University had decided that they would not enter the Lone Star Conference as previously announced. He stated that the LSC presidents are continuing discussions with other possible member institutions.
- B. Alumni Association – Dr. Rogers asked Dr. Farrell to discuss recent Alumni Association activities. Dr. Farrell reported that recent alumni events were held in Dallas and Ft. Worth and that another event would soon be held in Austin. He stated that MSU alumni have a strong connection with the university. He noted that attendees particularly like the university billboards and remember faculty mentors. He added that many of the individuals who attend these functions were involved in many aspects of student life, including the Greek system.
- C. Core Curriculum – Dr. Rogers reported that the new core curriculum was approved by the Texas Higher Education Coordinating Board (THECB) last week (see Attachment 2). He added that course options would continue to be expanded. Mr. Hessing asked Dr. Stewart if she was pleased with the overall outcome. Dr. Stewart noted that the university was offering courses that reflect MSU's liberal arts education mission. She added that this was a positive step for the institution.

Executive Session

Mr. Hessing announced that the Board of Regents would go into closed session as allowed by the Texas Government Code Chapter 551, Section 551.074, to consider Item 14-82 (University President's Annual Performance, Compensation, and Contract Review). The closed session was properly announced at 8:46 a.m. Mr. Hessing, Mr. Bernhardt, Mrs. Burks (via teleconference), Mr. Bryant, Mrs. Carnes, Mr. Engelman, Dr. Givens, Mr. Gregg, and Ms. Davis were present for the discussion. Dr. Rogers joined the closed session at 9:05 a.m.

Open Meeting Resumes

The closed session ended at 10:02 a.m. with an announcement by Mr. Hessing that no action was taken during the Executive Session. The open meeting immediately resumed and no additional action was taken.

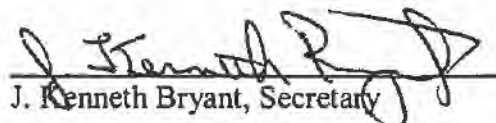
Closing Comments

Mr. Hessing thanked the regents for their participation in the meetings.

Adjournment

There being no further business, the meeting was adjourned at 10:03 a.m.

I, J. Kenneth Bryant, the fully appointed and qualified Secretary of the Midwestern State University Board of Regents, hereby certify that the above and foregoing is a true and correct copy of the minutes of the Midwestern State University Board of Regents meeting February 14, 2014.


J. Kenneth Bryant, Secretary

ATTACHMENTS:

1. Board Minutes - January 10, 2014 Meeting
2. MSU Approved Core Curriculum

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
January 10, 2014**

The Board of Regents, Midwestern State University, met in special session in the J. S. Bridwell Board Room of the Hardin Administration Building at 9:00 a.m., Friday, January 10, 2014. Regents in attendance were Mr. Shawn Hessing, Chairman; Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; Ms. Jane Carnes; Ms. Tiffany Burks; Mr. Charles Engelman; Dr. Lynwood Givens; Mr. Jeff Gregg; Mr. Sam Sanchez; and Student Regent Shelby Davis.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; Dr. Howard Farrell, Vice President for University Advancement and Public Affairs; and Dr. Robert Clark, Vice President for Administration and Institutional Effectiveness. Other university personnel attending the meeting included Dr. Deborah Garrison, Associate Vice President for Academic Affairs and Dean of the Graduate School; Mr. Kyle Owen, Associate Vice President for Facilities Services; and Mr. Matt Park, Associate Vice President for Student Affairs and Dean of Students. Additional university personnel attending the meeting were Dr. David Carlston, Chairman of the Faculty Senate; Mr. Dirk Welch, Chairman of the Staff Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. Mike Taylor, Internal Auditor; Ms. Dawn Fisher, Interim Director of Human Resources; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the news media were Ms. Ann Work, reporter for the *Times Record News*, and Ms. Lauren Roberts, photographer for *The Wichitan*. Others attending the meeting were Ms. Pam Scott, Sports Plan Studio, and campus planners, Mr. Doug Abraham and Mr. Chris Rice.

Chairman Hessing called the meeting to order at 9:00 a.m. and Ms. Barrow introduced the guests.

Opening Comments

Mr. Hessing noted that this was the first MSU Board of Regents meeting to be streamed live on the internet. He asked that everyone in the room silence or turn off their cell phones. He added that the microphones at the table were very sensitive and encouraged individuals seated at the table to step away should they need to have a conversation.

Public Comment

Mr. Hessing stated that in accordance with 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.

Campus Planning

14-40. Mr. Hessing reported that in August the board began talking about the need to develop a campus master plan and had a good discussion in November regarding some of the preliminary work that had been done. He reported that the campus planners would discuss the information they had gathered and would present options for consideration. He stated that this would provide an opportunity for the board to have an open and frank discussion. He added that he did not anticipate any formal action would result from the discussions. Mr. Hessing asked Dr. Rogers to open the meeting with his comments.

Dr. Rogers stated that the staff and the campus planners had spent the better part of three days reviewing the campus and the various space issues and needs. He thanked everyone for the effort they put into the process. He indicated that key issues to be discussed relate to needs for campus housing, as well as academic building needs that will determine the university's Tuition Revenue Bond (TRB) requests that will be presented to the Texas legislature for consideration during the next legislative session. He noted that the long-term planning to 2025 is based on MSU's current space, peer institution space, Texas Higher Education Coordinating Board (THECB) recommendations, and MSU's enrollment projections. He stated that options would be reviewed and considered, and that specific recommendations resulting from these discussions would be presented in February. He expressed appreciation to the board for their willingness to work through the process.

Mr. Hessing added his appreciation to the board members for attending the meeting, particularly those who traveled from out of town. He noted that this is an extremely important process. He stated that the genesis of the process was when the administration and board began considering the possible location for a baseball stadium on campus. He noted that this caused additional considerations beyond baseball and it became apparent that a longer term campus plan was needed.

Mr. Rice began his presentation (<http://www.mwsu.edu/welcome/president/regents-minutes>) with a review of the topics that would be covered throughout the day. He noted that although he grew up in Dallas he had never heard of Midwestern State University. He stated that upon his first visit to the university he was very impressed with the way the campus looked. He particularly noted the standards of architecture that had been maintained throughout most of the campus buildings.

The presentation showed diagrams of vehicular access and parking on campus. Mr. Rice reported that there are 3,088 surface parking spaces on campus. He noted that of the 112 acres that make up the core part of the campus, 22.7 acres are dedicated to parking. He stated that while there are plenty of available parking spaces at any time during the school day, there is still a perceived parking problem owing to the fact that people want to park close to buildings in the interior of the campus. Slide 29 showed student traffic patterns as they walk from parking and housing areas to class. The presentation showed pathways students take that cause them to walk through parking lots, streets, and traffic on a regular basis. He stated that changes could be made that would make it easier for students to get around campus and to avoid pedestrian/vehicle conflict areas.

Mr. Gregg noted that parking was a problem when he was on campus 35 years ago and that it continued to be a problem today. He stated his thought that it would be logical for the university to build a parking garage on top of one of the existing lots located near the key classroom buildings. Mr. Rice responded that it would be important to engage a parking and traffic consultant to provide information regarding traffic patterns and to review the capacity of the streets surrounding the campus. Mr. Hessing stated that a key issue with regard to a parking garage would be location. He added that if a parking garage were built it would provide additional spaces, but it would not address the problem of students wanting to park next to or near the main classroom buildings. Dr. Givens asked if with today's technology the university could possibly offer a text alert system that would inform students where parking was available. He noted that many students spend time going from lot to lot searching for a good parking space. Ms. Davis commented that the most sought after parking lots are those directly behind Prothro-Yeager Hall, west of Moffett Library, and near the Dillard Building. She stated that people circle the parking lots waiting for a space to open rather than driving south of the Prothro-Yeager Hall lot to the lot near the football practice field to park. She added that parking is generally always available in that particularly location. Dr. Givens added that commuter students use their cars as their offices. He stated that they do not have a residence hall to go to and they are likely to return to their cars for books or supplies throughout the day. He added that perhaps some type of commuter lounge or office might be designed for commuter students to utilize. Mr. Hessing asked how the size of the parking area at MSU compared to other universities of similar size. Mr. Rice responded that it was typical. Returning to the presentation, Slide 45 showed the open spaces of the campus with streets and parking overlaid on the map. Slide 47 showed what the map looked like if some of the streets and parking areas were closed and turned into green spaces or pedestrian pathways.

Mr. Rice reported that the team agreed that the current parking lot between the Fain Fine Arts Center and McCullough-Trigg Hall was the best location for new housing. He noted that the red box shown on Slide 50 represented 360 beds in a six story, residence hall with a semi-suite style configuration. He stated that this building would be the same height as McCullough-Trigg Hall and Killingsworth Hall. He added that the remaining area could become a large open space quad area. Phase 2 would add another 180 beds in that same area (Slide 51). The option for Phase 3 would add another 100 beds and would be attached to Killingsworth Hall. This would provide a total of 640 additional beds that could be available by 2017. Mr. Hessing asked how many parking spaces would be taken up in this plan. Mr. Rice responded that the current lot includes 220 parking spaces. Mr. Hessing asked where students would park if 220 spaces were removed and 640 campus residents were added. Dr. Lamb noted that while there might be area for parking south of Christ Academy or that the lots north of Sunwatcher Village and by the Police Department could be zoned for residential parking, he expressed agreement with Mr. Rice's previous statement that the university needed a parking consultant to look at current and future parking needs and options. He added that parking policy options could also be considered, such as offering remote parking for a lower parking fee. Dr. Rogers added that if 640 beds are added, Bridwell Courts would likely be razed, providing

additional parking areas. Mr. Hessing indicated that surface parking may not be adequate for the campus. Mrs. Burks commented that when she first came to the MSU campus she was impressed by its beauty. She indicated her concern that the board must continue to ensure things are done to maintain the beauty of the campus. She stated that the administration and board will have to be very cognizant of where vertical parking structures are placed on campus. She expressed agreement that putting such a structure on the outskirts of the campus might be the best location so as not to interfere with the feel of the campus.

Slide 53 presented ideas for closing the street and loading area between Pierce Hall and O'Donohoe Hall. Mr. Rice noted that the street could be closed and bollards put in place that could come down when a service delivery truck needed access to the dining hall loading dock. He stated that this was his top priority for a summer beautification project for the campus.

Mr. Rice noted that additional housing would put pressure on university dining facilities. He added that the current Student Center cannot be adequately expanded. He indicated that an option to consider was the conversion of the Daniel Building into a dining hall, expanding the space of the building over time, and using the facility as a new student center. Dr. Rogers reminded the board that residence halls and the student center are paid through residential use and student fees. He noted that the various sources of funds were important to remember in the planning process.

Mr. Rice mentioned the possibility of converting South Hardin, which used to be a gymnasium, into some type of welcome center and admissions office. Slides 57-70 showed photos and drawings of the original gymnasium and structure as well as photos from a similar project that was done at Franklin and Marshall University. Dr. Rogers stated that this provided options the administration had not previously considered. Mr. Sanchez added that this type of area could possibly be used as an Alumni Center which would help connect students and alumni to the campus.

The next several slides (71-86) looked at various possibilities of road closures throughout the campus. Mr. Rice stated that the closure of Comanche Drive between Louis J. Rodriguez Drive and Council Drive would, in his opinion, be the most significant in helping the campus with pedestrian safety, circulation, and a connected concept plan. The presentation also included examples from other universities. Mr. Rice noted that the recommended options would allow access for service and emergency vehicles as well as access for students during move in and move out days. Slide 87 showed how foot traffic would be positively affected by these street closing projects.

Recess

The meeting recessed at 10:15 a.m. and reconvened at 10:30 a.m.

Mr. Abraham reviewed Slide 13 from earlier in the presentation that showed the universities in Texas that are considered to be part of Midwestern State University's peer group according to the THECB criteria. He stated that Slide 89 showed the university-

wide peers that were identified by the MSU faculty and administration. Mr. Abraham presented MSU's historical enrollment benchmarked against its peers. He noted that many of these institutions are larger than MSU and quite a few of them are growing at a significant pace.

Mr. Abraham discussed the THECB space model that is based on the number of students enrolled and the number, type, and levels of programs offered. Slide 92 presented actual Educational and General Space at MSU and the peer institutions compared to the THECB predicted square footage. According to this data, MSU has a deficit of approximately 25,000 square feet. Slide 93 showed net assignable square feet per full-time student equivalent and Slide 94 presented this information by college compared to the median of the top five peer institutions. Slides 95-103 presented this same information for each of the six colleges with comparisons to the peer institutions identified by each college.

Mr. Abraham discussed MSU's growth and space need projections for the university in Slides 105-120. He explained that the County Growth Projections included population data from the local area as well as the Dallas-Ft. Worth area. Mr. Abraham reported that after the November board meeting he gave each of the college deans a questionnaire asking about their projections for student, faculty, research, and program growth anticipated by 2025. Based on these projections, MSU's enrollment would build to 8,680 in 2025. He explained that utilizing the THECB five-factor space model and assuming MSU's enrollment projections were achieved, the university's space deficit by 2025 would be 707,517 gross square feet. He stated that most universities do not meet the benchmark the THECB sets. He added that the THECB is currently studying the space model and it will likely be changed in the coming years. Mr. Abraham also presented square footage needs based on MSU's peers. In this comparison, again assuming MSU's enrollment projections were achieved, the space deficit by 2025 would be 413,196 square feet.

Slides 121 – 126 presented data for each college indicating implementation options for the additional square footage needed through 2025. Mr. Engelman asked about the size of the campus and the amount of additional space needed. Mr. Abraham responded that at the present time the campus consists of 1.5 million square feet of Educational and General space. The benchmarks indicate a need for at least 400,000 additional square feet. In discussing the various colleges, the following information was presented.

- A. Dillard College of Business – the Dillard Building is relatively new and should provide adequate space for the college in the foreseeable future.
- B. Fain College of Fine Arts – while the college has a great number of space issues, the problem is not with the amount of space they have but rather the type of space they have. He reported that the building was primarily designed for the visual arts and theatre and the facility now additionally houses music and mass communication programs. He stated that the college has two large performance areas in Fain Fine Arts Theatre and Akin Auditorium. Both of these spaces count as Educational and General space for the college. He noted that not all universities of similar size have

two large performance halls. He indicated that additional study was needed for this college.

- C. Prothro-Yeager College of Humanities and Social Sciences – this college will grow steadily through its majors and will also grow as university enrollment increases owing to the general education courses the college provides. The college also has specific space requirements for psychology and other specialized programs.
- D. College of Science and Mathematics – engineering is currently the primary growth program in this college and should continue to grow. The space for this college is below average and they too will grow as the university grows owing to the general education courses they provide.
- E. West College of Education – the space in Ferguson Hall is inadequate. This college will grow as there will continually be a need for teachers.
- F. Gunn College of Health Sciences and Human Services – this is the fastest growing college at MSU and represents approximately one-third of the semester credit hour production for the university. This college is very short of space. The college includes criminal justice, social work, athletic training/exercise physiology, nursing, and allied health programs. All of the programs within this college are below the median of space among their top five peers.

Mr. Abraham stated that based on this information, the Gunn College of Health Sciences and Human Services, the College of Science and Mathematics, and the West College of Education were the three areas that rose to the top for consideration for additional space.

Dr. Givens asked about the anticipated increase in enrollment compared to the recommended increase in square footage. It was reported that the anticipated enrollment increase from the current 5,900 to 8,300 in 2025 would be a 40% increase. An increase in square footage of 400,000 from the current 1.5 million square feet would represent a 27% increase. Mr. Engelman asked what would happen with these plans if enrollment did not increase. Dr. Rogers stated that all of the expansion would not be done at once and much would be determined by future enrollment. Mr. Abraham added that the Gunn College of Health Sciences and Human Services has already demonstrated enrollment growth and need for new space.

Dr. Givens asked if MSU should continue advertising itself as a liberal arts university if the primary growth is in the health sciences and human services areas. Dr. Rogers responded that MSU is a public liberal arts university and that this designation defines Midwestern State University. He stated that while MSU and other member institutions of the Council of Public Liberal Arts Colleges (COPLAC) produce as many professional school graduates as arts and sciences graduates, it is what the institutions do with its students that make them stand out. He added that MSU ensures its graduates can write, understand literature and the arts, work with individuals and groups, and have critical thinking and communication skills. Dr. Rogers stated that MSU may enroll more and

more students in the professional schools but the university should not lose its identity as a public liberal arts institution. He noted that as the professional schools grow the other colleges will grow because of the core learning courses that will continue to be offered. Dr. Rogers added that the COPLAC organization is trying to find better ways to describe its member institutions.

Slide 128 presented the TRB priorities for 2015 as TRB #1 Health Sciences and Human Services facilities and TRB #2 ADA/Deferred Maintenance/Addition to Bolin Science Hall. The priority for 2017 would be a resubmittal of the ADA/Deferred Maintenance/Addition to Bolin Science Hall project if it is not funded in 2015. He noted that a new building for health sciences would allow Bridwell Hall to be vacated and available to house the West College of Education. TRB #2 would include an addition to Bolin Science Hall. Mr. Engelman asked about the dollar amount of these requests. Mr. Abraham responded that work would need to be done during the spring to determine size and amount of the requests. Ms. Barrow reported that during the 2013 legislative session the average TRB request was \$52 million.

Lunch Recess

The meeting recessed at 11:48 a.m. and reconvened at 12:54 p.m.

Mr. Rice resumed the presentation with information regarding possible locations and options for the Gunn College of Health Sciences and Human Services building (Slides 130-137). These options included the addition of 150,000 gross square feet to the existing Bridwell Hall, building a new building just west of Bridwell Hall, building a new building south of Prothro-Yeager Hall, and building a new building on top of the current Memorial Building, Ferguson Hall, and Fain Hall, on the south end of the quadrangle. Each slide presented perceived advantages and disadvantages to each site. Mr. Rice also noted how each location would possibly affect other college needs such as the West College of Education and the mass communication program. Dr. Rogers stated that the proposal included moving criminal justice and social work out of Martin Hall and into the new building. Another option would be for these programs to remain in Martin Hall, thus reducing the square footage needed in the new building. He added his concern that Martin Hall might not be a possibility for the mass communication program because of its ceiling height. He indicated that more study would be needed.

Dr. Rogers reported that the Information Technology (IT) building (Memorial Building) must be addressed. He noted that a more secure environment was needed for IT and that the cost to move the IT operation to another building has been estimated to cost between \$6 and \$11 million. Dr. Rogers added that an IT consultant had been contacted to make recommendations and provide valid cost estimates. Mr. Rice noted that the south quadrangle option was recommended because it would address the IT issues without having to move the operation to another location on campus.

Mr. Gregg asked if the houses the university owns on Hampstead Boulevard could be razed and the property used for parking. Mr. Rice responded in the affirmative. He stated that the group had also discussed razing Bridwell Courts once new housing comes

on line and using that space for parking. Mr. Gregg asked if the houses were purchased for a specific purpose. Dr. Rogers responded that parking was an option mentioned when the houses were purchased.

Slide 138 showed the addition to Bolin Science Hall that could be included in the TRB #2 request. Dr. Rogers stated that when the Bolin Science Hall was built in 1966 the plans included a possible future addition to the building. Mr. Abraham indicated that to the extent possible he would recommend that the new addition be built as laboratories and high-technology rooms. The current building could then be renovated to address needs not met through the addition. Dr. Rogers stated his preference that Bolin continue to house the College of Science and Mathematics.

Mr. Rice reported that after several days of discussions the collective advice of the group was that the new College of Health Sciences and Human Services building be located on the quadrangle site. He noted that doing so would reinforce the quadrangle, move students to the center of the campus, and provide space solutions for health sciences and human services, education, and IT.

Mr. Hessing asked about the library and noted that it had been MSU's TRB priority request during the last several legislative sessions. Dr. Fowlé responded that TRB #2 would include the library because of the number of ADA and deferred maintenance issues that would be addressed. She indicated that the request would hopefully include renovation of the library, the addition to Bolin, and possibly the renovation of Hardin South. Dr. Fowlé added that exercise physiology and athletic training are part of the College of Health Sciences and Human Services and TRB #1 would include a small building that would be built across from Ligon to house these two programs.

Mr. Hessing indicated that the administration should prepare an alternate plan, a Plan B, in the event TRBs are not approved by the legislature in 2015. Dr. Rogers agreed and indicated they would begin working on that immediately.

Mr. Gregg asked about the challenges that would be faced by moving the sorority meeting rooms from Fain Hall if the new building were to be located on the south end of the quadrangle. Dr. Lamb responded that a suitable location would need to be identified so that the sorority meeting rooms could be relocated. Dr. Rogers commented that with each of the options there are issues that must be addressed.

Dr. Givens asked which building project would be more sellable in Austin. Dr. Rogers responded that it would be a tossup between nursing and the allied health sciences and engineering and the physical sciences. Mr. Sanchez asked at what point the students would be involved in the planning. Dr. Rogers responded that he had visited with the students and the faculty about the planning during the fall and would schedule additional sessions prior to the February board meeting.

Ms. Scott began her presentation regarding athletics by noting that the impetus for her work with the athletics facilities master plan was threefold: 1) to address what could be

done immediately to address pressing needs; 2) to look at longer term needs, including baseball; and 3) to look at longer term needs if baseball does not become a reality. She reminded the board that in November she reported that the two most pressing issues outside of the need for football offices were athletic training and weight training facilities. Slide 140 showed a possible area in Ligon that could be used for athletic training. She noted that if athletic training moved to this new area, the space they currently occupy could be used to expand the existing weight room. This move would increase the weight room to approximately 10,000 square feet and would increase athletic training to near 7,000 square feet. Mr. Hessing asked about the current use of the proposed athletic training space. Ms. Scott responded that the area is an open courtyard, but added that there are some issues with the space. She noted that approximately one-third of the drainage from the Coliseum roof goes into the courtyard. The drainage would have to be studied and a solution found. She added that this would make an immediate positive difference for the academic and athletics programs.

Ms. Scott reported that the exercise physiology program is currently housed in space located above the current weight room and athletic training room. The proposal for TRB #1 would include a new building across the street from Ligon that would be used to house exercise physiology and athletic training (shown in Slide 141). She noted that once this facility is built, the second level would become available and could be used for football program offices and meeting rooms.

Ms. Scott stated that when she was on campus in November it was suggested that a site be identified that could accommodate a football stadium. She noted that while a football stadium on campus may or may not happen, it was important to look at where it could be if the decision were ever made to move in that direction. She added that given the water situation the university must begin looking at artificial turf fields. She stated that an artificial turf soccer/football field would cost approximately \$1 million. She indicated that the recommendation would be to place a turf field where it is shown in the diagram on Slide 142. Such an action would allow the university to keep one grass field and provide artificial turf that could be used by football and soccer. She reported that the University of Nebraska has only a turf stadium field and an indoor practice facility. All of their teams practice on the one stadium field. Dr. Rogers asked Mr. Carr if he could schedule football, soccer, and intramurals on the same turf field. Mr. Carr responded that if the field included lighting it could be scheduled. Ms. Scott stated that while it is nice to have multiple practice fields, the water situation is making it critical that the university move to a turf field.

Mr. Hessing asked if the footprint of a stadium would differ from the footprint of a field only. Ms. Scott responded that a stadium would have to be placed south of the location shown in the field only diagram, and added that the issue of tennis would have to be solved before a field or stadium could be placed in that location. She added that there are a number of tennis facilities in the area that might provide partnership opportunities for the university. Mrs. Carnes asked about the life expectancy of artificial turf. Ms. Scott responded that the fields are generally warranted for eight years and last at least 10 years. Ms. Scott stated that a stadium with 15,000 seats could be placed on the site, but added

that the seating could be built in stages, starting with as few as 6,000 seats. Mr. Hessing asked about average attendance at MSU football games. Mr. Carr responded that the average is 8,000 and added that a 10,000-seat stadium would be a perfect size for Midwestern State University.

Mr. Rice reviewed slides 143-145 and presented drawings showing how the landscaping of the campus could be extended to the south with a primary spine from Bridwell and Dillard through to the south campus. He noted that this would create a pedestrian-friendly campus core. He added that athletics currently utilizes 18 acres or 20% of the north campus. Slide 149 showed a diagram of the south campus with the construction of a baseball park and the moving of two soccer practice fields to the pecan grove area. This slide also showed a possible location for a new facilities and maintenance building on the site of the current Fraternity Commons. Slide 150 showed an option without baseball on campus and the moving of the softball and soccer stadiums to the south campus. Mr. Rice noted that in this plan the entrances to the football, soccer, and softball stadiums would be from one major pedestrian way. Mr. Rice added that if baseball was located on the south campus the softball and soccer stadiums could remain on the north side of the campus. If baseball is elsewhere and those two sports move to the south campus, it would free up the area that could be used for future needs such as parking, academic buildings, or housing.

Mrs. Carnes asked if any consideration had been given to the small piece of property south of the museum. Ms. Scott noted that with enrollment growth additional space would be needed for the Wellness Center and recreation programs. The space next to the museum could possibly be used to address some of the wellness and recreation needs in the future.

Slide 152 presented a diagram showing the possible addition of residence halls on the north end of the football stadium. The next several slides showed plans, drawings, and actual photos of a 10,000 seat stadium that was built at Case University in Cleveland, Ohio. Mr. Hessing asked Ms. Scott and Mr. Rice to look at the University of Mary Hardin Baylor's new football stadium. He added that it was an impressive facility that had caused positive change to the campus atmosphere.

Mr. Hessing asked to look back at Slide 149 and the baseball field concept. He noted that the baseball discussion was what started the master planning conversation and he did not want to ignore that. He indicated his feeling that this could still be a long-term option for the university and that softball and soccer could remain on the north campus for the foreseeable future. Ms. Scott commented that if the softball or soccer fields fail and money must be spent to replace them, that will be the time to ask if they should be replaced where they are now or in another location.

Recess

The meeting recessed at 2:35 p.m. and reconvened at 2:45 p.m.

Dr. Fowlé discussed the implementation timeline and distributed and reviewed a possible construction timeline (see Attachment 1). The two projects included in the timeline were student housing that would be available in August 2016 and a TRB project. Mr. Hessing indicated that he liked the format of this report and asked that it remain consistent and be updated at each board meeting. Mr. Bryant asked that it be combined with Mr. Owen's construction reports. Following her review, Dr. Fowlé commented that this document was a draft showing the earliest the projects could be done.

Mr. Gregg asked what would happen to the baseball timetable if the area received three inches of rain next month. Dr. Rogers responded that he would still need to raise additional money. Dr. Givens asked if there were any long-term options or solutions other than turf. Dr. Rogers responded that there was not. Dr. Givens stated that a cost of \$1 million spread out over ten years does not seem as large.

Mr. Hessing indicated that he would like the administration to make recommendations to the board to solve this problem. Dr. Givens stated that he would like to hear the right solution, not just the right solution from a financial perspective. He stated that rather than review several options he would like to see the best solution and then see if it can be afforded. Mr. Bernhardt asked if the university had looked at a system that could filter out the salt. Mr. Owen indicated that reverse osmosis could be done but that it could be very expensive.

Mr. Sanchez asked if the money that was donated for baseball could possibly be used for other projects. Dr. Rogers responded that it was designated for baseball and he did not know how they would feel about redirecting the funds. Dr. Givens asked if a football stadium or a baseball park on campus would bring the most money to the university. Several individuals responded football.

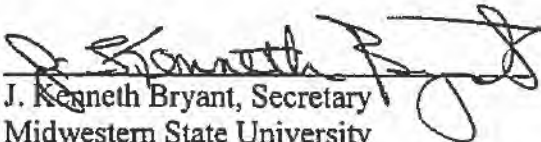
Mr. Hessing asked about the next steps. Dr. Rogers responded that during the time until the February board meeting, the administration would continue to consider some of the options discussed. Additional information will hopefully be forthcoming from various consultants regarding IT, parking, and other issues. In February we plan to recommend broad project descriptions for TRB projects. If approved, we will spend the time between February and May working on programming and planning so that we can have closer space and cost estimates for your consideration in May. He added that the administration would continue to look at short-term and longer-term water plans for the campus. Mr. Hessing added that the board would like for the administration to discuss this planning effort with students and faculty. He added that at some point he would like to know an estimate of cost for all of the projects included in the presentation.

Mrs. Carnes thanked the planners for their preparation and work. She stated that it was exciting to hear about the campus possibilities. Mr. Hessing thanked everyone in attendance for their participation.

Adjournment

The meeting adjourned at 3:20 p.m.

Reviewed for submission:


J. Kenneth Bryant, Secretary
Midwestern State University
Board of Regents

Attachment

1. Draft Construction Timeline – Housing and TRB Project

Construction Plans - DRAFT TIMELINE

As of January 9, 2014

	Year	Month	Meeting	Action	Residence Hall	TRB	Comment
	2014	January			Bonding	Bonding	
		February	BOR	Yes	*Approve master plan	*Approve Master plan	
		March			RFQ for architect/proposals	Programming on project	
		April			Receive proposals	Programming on project	
		May	BOR	Yes	*Approval on project/ architect	*BOR Authority *Approve TRB Request and \$	
		June			Design		
		July			Design		
		August	BOR		Design	Submit LAR	
15		September			Design	TPFA Mtg	
		October			Design	BRB Mtg	Update LAR
		November	BOR	Yes	*Approve Design	Solicit Bids	
		December			Bid	Solicit Bids	
2015		January			Bid	Solicit Bids	Legislative Session starts
		February	BOR	Yes	*Award Contractor	*Sell Bonds	
		March			construction	RFQ for architects	
		April			construction		
		May	BOR	Yes	construction	Session ends/TRB Appropriated/ *Approve Bonds and Architect	*BOR Authority Session will not be over - BOR will approve architect bonds in advance?
		June			construction	Design	
		July			construction	Design	
		August	BOR		construction	Design	TPFA Mtg
16		September			construction	Design	BRB Mtg
		October			construction	Design	Solicit Bids
		November	BOR	Yes	construction	*Approve Design	Solicit Bids
		December			construction	Bid	Solicit Bids
2016		January		Yes	construction	Bid	*Sell Bonds Special BOR Meeting
		February	BOR	Yes	construction	*Award Contractor	
		March			construction	construction	
		April			construction	construction	
		May	BOR		construction	construction	
		June			construction	construction	
		July			construction	construction	
		August	BOR		Move in	construction	
17		September				construction	
		October				construction	
		November	BOR			construction	
		December				construction	
2017		January				construction	
		February	BOR			construction	
		March				construction	
		April				construction	
		May	BOR			construction	
		June				construction	
		July				construction	
		August	BOR			construction	
18		September				construction	
		October				construction	
		November	BOR			construction	
		December				construction	
2018		January				Move in	

*Requires BOR approval

**Approved 42-hour Core
February 12, 2014**

Communication – 6 semester hours

ENGL 1103	Introduction to Communication
ENGL 1123	Rhetoric & Composition
SPCH 1103	Introduction to Communication

Note: ENGL 1113 will be offered 2014-15 academic year for composition I.
ENGL 1103/SPCH 1103 in a hybrid course for honors students.

Mathematics – 3 semester hours

MATH 1053	Contemporary Mathematics
MATH 1203	Mathematical Analysis for Business
MATH 1233	College Algebra
MATH 1534	Precalculus
MATH 1634	Calculus I

Life & Physical Sciences – 6 semester hours

BIOL 1103	Introduction to Biology
BIOL 1133	Anatomy & Physiology I
BIOL 1134	Anatomy & Physiology I
BIOL 1144	General Zoology
BIOL 1233	Anatomy & Physiology II
BIOL 1234	Anatomy & Physiology II
BIOL 1544	General Botany
CHEM 1103	Introductory Chemistry
CHEM 1143	General Chemistry I
CHEM 1243	General Chemistry II
CHEM 1303	General Organic Biological Chemistry
ENSC 1114	Foundations of Environmental Science
GEOS 1134	Physical Geology
GEOS 1234	Historical Geology
GNSC 1104	Life/Earth Science
GNSC 1204	Physical Science
PHYS 1144	General Physics I
PHYS 1244	General Physics II
PHYS 1533	Descriptive Astronomy

PHYS 1624	Mechanics, Wave Motion, & Heat
PHYS 2644	Electricity & Magnetism & Optics

Language, Philosophy, & Culture – 3 semester hours

ENGL 2413	World Literature I
ENGL 2613	Survey of American Literature I
FREN 1134	Elementary French I
GERM 1134	Elementary German I
HIST 1333	Western Civilization I
HIST 1433	Western Civilization II
PHIL 1033	The Primary Concerns of Philosophy
PHIL 2033	Ethics
SPAN 1134	Elementary Spanish I

Creative Arts – 3 semester hours

ART 1413	Art Appreciation
MCOM 2213	Appreciation of Film
MUSC 1033	Music Appreciation
MUSC 2733	Introduction to Western & World Music
THEA 1503	Appreciation of Theatre
THEA 2423	Dramatic Analysis

American History – 6 semester hours

HIST 1133	Survey of American History to 1865
HIST 1233	Survey of American History since 1865

Government & Political Science – 6 semester hours

POLS 1333	American Government I
POLS 1433	American Government II

Social & Behavioral Sciences – 3 semester hours

ECON 1333	General Economics
ECON 2333	Principles of Macroeconomics
PSYC 1103	General Psychology
SOCL 1133	Introductory Sociology

Component Area Option – 6 semester hours
Three hours from each area of study

Cultural & Global Understanding (3 semester hours)

EDUC 2013	School & Society
FREN 1234	Elementary French II
GERM 1234	Elementary German II
LATS 2503	Introduction to Latin American Studies
MCOM 1233	Introduction to Mass Communication
MCOM 2523	The Internet & Society
MUSC 2733	Introduction to Western & World Music
WGST 2503	Intro to Women's & Gender Studies
POLS 2523	Foundations of Government & Politics
SOCL 2233	Social Problems
SPAN 1234	Elementary Spanish II

Undergraduate Inquiry & Creativity (3 semester hours)

ART 1613	Ceramics for Non-Majors
BUAD 1033	Foundations of Business
MCOM 2833	Web Site Design
SCIE 2103	Interdisciplinary Science Research
SOCL 1133	Introductory Sociology
THEA 1103	Acting for Non-Majors

Note:

Majors that require students to complete the 4-hour science, math, or language courses must account for the extra hours within the 120 hours required for graduation.