SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS MEETING
February 28, 2015
9:00 a.m.
Board of Regents Room*
Academic Hall

Open Session Agenda

ACTION ITEM:

1. Consideration of Motion for “Closed Session for Appropriate Considerations:”
   A. RSMo 610.021.1 -- pertaining to legal actions, causes of action or litigation
   B. RSMo 610.021.3 -- pertaining to the hiring, firing, disciplining or promotion
      of personnel
   C. RSMo 610.021.13 -- pertaining to personnel records, performance ratings
   D. RSMo 610.021.14 -- pertaining to records which are protected from disclosure
      by law

ACTION ITEMS:

1. Reconvene Open Session
2. Announcement of Actions Taken in Closed Session

ACTION ITEMS:

1. Consideration of Approval of Minutes for:
   Open Session Meeting of December 18 & 19, 2014 A
   Open Session Meeting of February 18, 2015 B
   Open Session Meeting of February 23, 2015 C
   Open Session Meeting of February 25, 2015 D
2. Consideration of Approval of Awarding of Dining Services Contract E
3. Consideration of Approval of FY16 Residence Life Budget and Room &
   Board Rates F
4. Consideration of Approval of Schedule of Major Capital Projects and G
   Maintenance & Repair Items for FY16
5. Consideration of Approval of New University Identity and Messaging Concept H
6. Consideration of Approval of Conceptual Design of Phase I Greek Housing, I
   Authorization to Complete Design Development, Investigate Financing Options
   and Negotiate Lease Terms
7. Consideration of Approval of Resolutions Declaring Intent to Reimburse J
   Certain Project Costs with Proceeds of Bonds and Authorizing Certain Actions
   in Connection with the Proposed Issuance
REPORT ITEMS:

President's Report
1. President Dobbins' Testimony to the House Appropriations Committee K

Informational Items:
- Spring 2015 Fourth Week Census Report M

ACTION ITEM:
1. Consideration of Motion for "Closed Session for Appropriate Considerations:"
   A. RSMo 610.021.3 -- pertaining to the hiring, firing, disciplining or promotion of personnel
   B. RSMo 610.021.13 -- pertaining to personnel records, performance ratings
   C. RSMo 610.021.14 -- pertaining to records which are protected from disclosure by law

ACTION ITEMS:
1. Reconvene Open Session
2. Announcement of Actions Taken in Closed Session

ACTION ITEM:
1. Consideration of Motion to Adjourn

*Accessible to Physically Handicapped or Disabled*
Subject to approval by the Board of Regents.

MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
EIGHTEENTH AND NINETEENTH DAYS OF DECEMBER 2014

The Board of Regents for Southeast Missouri State University convened at 9:34 a.m. on Thursday, December 18, 2014, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Regents present were: Mr. Doyle L. Privett, President of the Board of Regents; Mr. Austin D. Cordell, Student Representative to the Board of Regents; Mr. Jay B. Knudtson; Mr. Donald G. LaFerla; Mr. Thomas M. Meyer; Ms. Kendra Neely-Martin, Vice President of the Board of Regents; and Mr. Daren K. Todd. Also present were: Dr. Kenneth W. Dobbins, President of Southeast Missouri State University; Ms. Kathy Mangels, Board Treasurer; and Mr. Brady L. Barke, Board Secretary. Board President Privett presided.

CONSIDERATION OF APPROVAL OF MINUTES

A motion was made by Regent LaFerla and seconded by Regent Neely-Martin to approve the minutes of the open session meeting of October 28, 2014, as written [Attachment A]. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF CONFERRING OF DEGREES

President Dobbins presented the recommendation that the Board approve the conferring of degrees upon the candidates for Summer 2014 and Fall 2014. Graduation pending final verification of their completion of degree requirements [Attachment B].

The Missouri statutes empower the Board of Regents of each state college and university to confer degrees.

President Dobbins noted that 16 students will receive an associate’s degree from either Three Rivers College or Mineral Area College as part of the new Missouri Reverse Transfer initiative. Dr. Steven Kurtz, President of Mineral Area College, and Dr. Wesley Payne, President of Three Rivers College, will both attend commencement to confer the degrees at the same time as the Southeast degrees are conferred.
A motion was made by Regent Meyer and seconded by Regent Neely-Martin to approve the conferring of degrees upon the candidates for Summer 2014 and Fall 2014. Graduation pending final verification of their completion of degree requirements. The motion carried unanimously.

CONSIDERATION OF ACCEPTANCE OF THE ANNUAL AUDITS FROM RUBIN BROWN, LLP FOR THE YEAR ENDING JUNE 30, 2014

President Dobbins asked Ms. Kathy Mangels, Vice President for Finance & Administration, to present the recommendation that the Board approve the acceptance of the annual financial report, the OMB Circular A-133 Single Audit Report and the System Facilities financial report for the year ending June 30, 2014, from RubinBrown, LLP [Attachment C]. The Independent Auditor’s Report on Agreed-Upon Procedures for the University Intercollegiate Athletics Department [Attachment D] was also presented at this time. Vice President Mangels introduced Ted Williamson and Hannah Costellano from RubinBrown who provided an overview of their reports [Exhibit A].

RubinBrown, LLP has served as the external auditor of the University for the last six fiscal years. The fiscal year 2014 audit was the first year of a new audit services contract. The firm was founded in 1952 and has provided professional services to governments, not-for-profit organizations and businesses for over 62 years. The University audit is conducted by an audit team from the firm’s St. Louis office.

The University has prepared the financial statements in accordance with GASB Statement No. 35, Basic Financial Statements- and Management’s Discussion and Analysis-for Public Colleges and Universities. In accordance with GASB Statement No. 39, the Foundation is considered a discretely presented component unit of the University and is presented in a separate column in the University’s financial statements. The Missouri Innovation Corporation is not included in the University’s financial statements because it does not meet the significance criteria for component units.

The financial statement document consists of a Management’s Discussion and Analysis, basic financial statements including a Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows for the University as a whole, notes to the basic financial statements, and additional required supplementary information pertaining to the University’s other post-employment benefit plan. The financial report includes an unmodified opinion by RubinBrown, LLP.

The OMB Circular A-133 Single Audit ensures that the University’s internal control structure provides reasonable assurance that federal awards are made in accordance with applicable guidelines and that the University has complied with applicable laws and regulations for each major federal program as defined in OMB Circular A-133. Several individual audit reports are contained within the Single Audit Report which addresses various requirements concerning the University’s management of federal grant programs. There was no material or immaterial instances of noncompliance.
found in conducting test work over the University’s four major federal programs, which included the Federal Student Financial Aid cluster. Additionally, there were no significant deficiencies or material weakness identified in the auditor’s reports.

The System Facilities financial statements present the activity for fiscal year 2014 for the funds established by the terms of the bond resolution for the System Facilities Revenue Bonds Series 2006A, 2011, 2011B, 2013A and 2013B. The basis financial statements for the System Facilities were also prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 35, Basic Financial Statements – and Management’s Discussion and Analysis for Public Colleges and Universities.

The report consists of a Management’s Discussion and Analysis, basic financial statements including a Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows for System Facilities, notes to the basic financial statements, and various supplemental schedules required by terms of the University’s bond agreements. The financial report includes an unmodified opinion by RubinBrown, LLP.

The Independent Accountants’ Report on Agreed-Upon Procedures for the University Intercollegiate Athletics Department was compiled by RubinBrown, LLP at the request of the University solely to assist the University in complying with NCAA Constitution 3.2.4.16.1.

The Statement of Revenues and Expenses for Intercollegiate Athletics was prepared using the required reporting definitions and includes the operations of the Intercollegiate Athletics department, revenues and expenses related to various sports camps, and athletic expenses paid directly by the Foundation. The review did not disclose any material findings which require action by the University.

A motion was made by Regent Meyer and seconded by Regent Knudtson to approve the acceptance of the annual University financial report, the OMB Circular A-133 Single Audit Report and the System Facilities financial report for the year ending June 30, 2014, from RubinBrown, LLP. The motion carried unanimously.

**CONSIDERATION OF APPROVAL OF FEE FOR CREDIT CARD PAYMENTS**

President Dobbins asked Vice President Mangels to present the recommendation that the Board authorize the assessment of a 2.5% service fee, up to a $50 maximum, on all credit card payments on accounts receivables, effective May 1, 2015 [Attachment F].

Southeast Missouri State University briefly accepted online credit card payments on student accounts in early 2000. However, due to the high costs associated with online transactions, it was decided within the first year to withdraw the ability to pay online via credit card, since regulations prevented universities from passing those charges along to the card holders. Consequently, student accounts could only be paid on line using
Automated Clearing House (ACH) payments which have almost no cost to the University.

In the last several years, the Payment-Card-Industry (PCI) regulations have undergone several major changes, one of which was the ability to pass a surcharge or convenience fee along to the customer in a Higher Education setting. Southeast considered a convenience fee in 2007 but at that time VISA only allowed a fixed fee to be charged (i.e. A student would be charged the same fee on a $10 payment as they would on a $4,000 payment). During this time, other colleges and universities were approving a convenience fee on their payment transactions but were forced to remove VISA as a payment option because of the vast difference in their requirements versus other credit card companies. Since the majority of students at Southeast used VISA debit/credit cards at the time, and in an effort to keep costs down for our students, the University chose to continue to absorb the credit card service fees. Approximately $21 million in credit card payments were received on accounts receivable in the most recent 12 month period, with a cost of over $380,000 to the University.

In 2012, VISA added Higher Education to their special government payment program which allows percentage-based fees on SEC 8220 transactions (tuition, fees, and fines), but not for other campus payments. However, the regulations only allowed transactions with a convenience fee to be taken through one payment channel, which meant if online credit card payments were accepted the student would no longer have been able to pay by credit card in person or over the telephone. In 2013, there were changes to the alternative payment channel rules to allow a service fee on credit card payments accepted through multiple methods (in person, telephone, online).

With these changes in mind, Southeast has partnered with their payment gateway vendor to create the option of online credit card payments and has negotiated a 2.5% higher education service fee rate for all major credit cards accepted. This is 0.25% lower than the credit card service fees currently assessed by most Missouri public universities. Additionally, Southeast will continue receiving online ACH payments with no cost to the student.

Recognizing that credit card payments may be a necessary form of payment for some students and others paying large receivable balances, the maximum service fee assessed on a credit card transaction will be $50.00. This means the University will continue to supplement the service fee cost of individual transactions exceeding $2,000. However, based on historic volume (see Attachment 1) the University will still save approximately $275,000 annually.

Students, parents and others making payments by credit card on their billed account will receive a disclosure at the time of transaction of the amount of the service fee and have the option to decline and make payment through an alternate method. This service fee, disclosure, and ability to back out of paying via credit card will occur in each of the payment channels (online, in person, and via phone). In addition to paying by
credit card, the University offers the option of web-based check payments (ACH), check payments by mail or payments in person at the Cashier’s Office.

The University’s web based payment portal, cashiering system and billings will be updated to disclose and assess the service fee. To allow time for programming and testing to be completed, the service fee would be implemented effective May 1, 2015.

A motion was made by Regent Knudson and seconded by Regent LaFerla to authorize the assessment of a 2.5% service fee, up to a $50 maximum, on all credit card payments on accounts receivables, effective May 1, 2015. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF FEASIBILITY OF GREEK VILLAGE CONCEPT

President Dobbins asked Vice President Mangels to present the recommendation that the Board approve the feasibility of Greek Village concept and authorize administration to contract for Phase I design development services [Exhibit B].

The University has two properties on North Sprigg Street that are currently leased to fraternities as on campus housing through the Residence Life system. These properties are referred to as the Greystone and Shivelbine houses and were acquired in the mid 1980’s. The Residence Life system also offers Greek housing at the Group Housing complex, adjacent to the Towers Complex.

The Shivelbine house was built in 1925 and the Greystone house in 1942. While both of these properties are large in square footage, they were not originally designed to house 15-20 beds and the occupancy and age of the facility have presented maintenance challenges.

While repairs were being conducted during summer 2014 in the Greystone house, extensive roof damage and water infiltration was discovered. In addition, ductwork servicing the HVAC system was failing. It was necessary to close Greystone and find alternate housing for the fraternity members in the residence hall system. Since the cost estimate for repairing Greystone was over $400,000, it was not economically feasible. Shivelbine is still rented for the 2014-15 academic year but it has structural and infrastructure issues as well that will require investment.

Since then University officials have investigated options to either complete major renovations to the existing two houses, or a new construction project that not only replaces the existing dilapidated housing but provides the opportunity for future expansion of Greek housing on campus.

Vice President Mangels asked Mr. George Stock, Stock & Associates, to provide a brief presentation describing the possible locations for new construction and costs associated with site work [Exhibit C].
Two sites were considered for a new housing construction option, the area around the existing Greystone and Shivelbine houses and the vacant land on the east side of Sprigg Street at the intersection of Sprigg and Bertling Streets.

The Sprigg and Bertling site has water runoff and floodplain issues that must be addressed regardless of the number of buildings that would be constructed on the site. While the site could accommodate the current need for Greek housing and future expansion, the cost of site work required makes it cost prohibitive to amortize in a lease rate in a phased build out.

While the area around the existing Greystone and Shivelbine houses does not appear to provide a large footprint, there is adjacent ground that could be cleared to provide for future expansion. The site could take advantage of existing access from the Show Me Center parking lots and the track drive to provide additional parking and drive access to this site.

Attachment 3 shows a potential Phase 1 build out for this project that could accommodate two to three houses and a new access drive. This build out would meet the needs of the current leased organizations and provide for one additional expansion. Construction could be scheduled so that organizations could move into the first house while the others were being constructed, to minimize the displacement of students.

For initial cost analysis, an assumption was made of constructing 20 bed houses at a construction rate of $195 per square foot. Based on housing that was recently constructed at other universities, a 7,100 square foot building was assumed. When costs are added for site work, architectural/engineering services and contingency the total project cost for Phase I is estimated at $5.3 million, assuming three houses were constructed.

Attachment 4 shows a pro forma for this as a standalone project, not relying on other revenues from the residence hall system. Based on typical utility, custodial and other operating expenses, and typical university tax exempt financing costs, the project would require an approximate annual lease rate of $120,000 per year, per house.

Architectural and engineering services need to be procured to complete design development and refine cost estimates. Further discussion needs to occur with Greek organizations to finalize interest and ability to finance such a lease. In addition, a construction schedule needs to be developed that will allow for a phased occupancy since the project involves taking occupied housing offline. This information would be brought back to the Board for their consideration at a future meeting.

Dr. Debbie Below, Vice President for Enrollment Management and Student Success & Dean of Students, and Dr. Bruce Skinner, Assistant Vice President for Student Success and Auxiliary Services, discussed how the development of a Greek Village may affect current housing on Greek Hill. They stressed the importance of ensuring any new housing opportunities not replace existing housing use.
A motion was made by Regent LaFerla and seconded by Regent Neely-Martin to approve the feasibility of Greek Village concept and authorize administration to contract for Phase I design development services. The motion carried unanimously.

CONSIDERATION OF MOTION TO RECESS THE OPEN SESSION AND CONVENE THE CLOSED SESSION

A motion was made by Regent Knudtson and seconded by Regent Neely-Martin to recess the open session and convene the closed session for consideration of items pertaining to the following:

A. RSMo 610.021.1 -- legal actions, causes of action or litigation;
B. RSMO 610.021.2 -- lease, purchase or sale of real estate;
C. RSMo 610.021.3 -- hiring, firing, disciplining or promotion of personnel;
D. RSMo 610.021.13 -- personnel records, performance ratings; and
E. RSMo 610.021.14 -- records which are protected from disclosure by law.

The motion carried unanimously.

The meeting recessed at 11:47 a.m.

The meeting reconvened at 1:50 p.m.

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Board President Privett announced that routine faculty and non-faculty personnel actions were approved during the closed session.

CONSIDERATION OF APPROVAL OF CAMPUS SPACE UTILIZATION REPORT, CONCEPTUAL AND FUNDING SCHEDULE FOR FUTURE CAPITAL PROJECTS, AND FUTURE ARCHITECTURAL & ENGINEERING FEASIBILITY STUDIES

President Dobbins asked Vice President Mangels to present the recommendation that the Board approve the Phase I recommendations of the Space Utilization Committee, the attached conceptual timeline for future capital projects, and authorize administration to procure architectural/engineering services as needed to meet projected timelines [Attachment F].

The University contracted with Paulien & Associates to compile a space utilization study that focused on areas of academic and administrative space made available after the completion of remodeling projects in Magill Hall and Academic Hall. After the presentation of their recommendations in 2013, the Board of Regents organized
a committee, with representation from the board, employee groups and students, to further review the consultant’s recommendations.

While the consultant’s recommendations involved buildings campus wide, some recommendations could not be considered until existing or future projects were completed, such as construction of the River Campus Center. Therefore, the projects/buildings were divided into two phases, with Phase I being those projects that could conceivably be completed in the next two years and Phase II projects being those 3-5 years out (see Attachment 1). The focus of the Space Utilization Committee to this point has been the Phase I projects.

Several of the Phase I projects involve space that was being used as temporary offices for departments located in Academic Hall, during the renovation. After the President’s Office and Executive Staff moved from their temporary location in Dempster Hall back to Academic Hall, the Office of Extended & Continuing Education moved from Seabaugh Polytech Building to the second floor of Dempster Hall. This allowed the Dean of the College of Science, Technology and Agriculture, and the professional advising staff supporting this college to move into the former dean’s suite in the Seabaugh Polytech Building.

The top two floors of Memorial Hall were used during the renovation of Academic Hall as office locations for Admissions, Registrar, and Student Financial Services. This vacated space was renovated to accommodate and expand student academic support services including the Writing Center, Math Tutoring and lab spaces, and the Information Technology Help Desk. The Dean of the College of Liberal Arts and University Studies offices were also moved to Memorial Hall. This work was completed for the Fall 2014 semester.

The University Center served as home for advising staff and the Information Technology Help Desk during renovations to Academic Hall and Memorial Hall. With the relocation of Career Services and the Vice President for Enrollment Management and Student Success permanently to Academic Hall, an internal master plan was completed to reorganize departments within the division of Enrollment Management & Student Success on the second, third and fourth floors of the University Center. The reconfiguration allowed for the move of the Office of Military and Veterans Services to the third floor of the University Center, providing a visible, accessible area to serve active and veteran military personnel. These moves and minor renovations were completed by internal staff during the summer and fall of 2014.

The Department of Agriculture faculty was temporarily relocated during the Magill Hall renovation to space in Johnson Hall. Since the plans for renovated Magill Hall did not include any faculty offices, a permanent solution recommended by the space utilization study was to relocate them to the space formerly used as a dean’s suite for the College of Science. These moves were completed during the summer of 2014.

The study also recommended the reconfiguration of underutilized interior space on the fourth floor of Scully Building. During the summer of 2014, Facilities
Management internal construction crew remodeled a former faculty lounge, conference room, computer lab and two small classrooms into four classrooms ranging in capacity from 30 – 52 students.

**Space Utilization Current Study – Kent Library**

The remaining buildings in the Phase I recommendations that were considered by the Space Utilization Committee were Kent Library, the International House, Pacific Hall and Grauel Building. Kent Library served as a temporary location for Human Resources and the Budget Office staff during the renovation of Academic Hall. With their move back to Academic Hall at the end of construction, and the move of the Writing Center from the fourth floor of the library to Memorial Hall, there is vacant space to be considered. In addition, the Office of Instructional Technology/Center for Scholarship in Teaching & Learning (OIT/CSTL) located in Kent Library has been expanding in terms of staff and support functions provided to faculty in development and delivery of course content. Southeast Online is the department that supports the admission, advising and support of online students. As the number of online majors and students pursuing a degree completely online has grown, the staff in this area has as well. The staff in this department are currently scattered among vacant offices on the third and fourth floors of the library.

The library administration also expressed a need to expand private study spaces in the library for students, along with multi-media production areas. The Office of Tutoring & Supplemental Instruction is located in the University Center and had thought the space could continue to accommodate their needs when the original assessment was completed for that building. However, during the FY15 budget review process they were allocated additional funds to expand student and professional tutoring staff and the number of courses they provide supplemental instruction for. As a result, the University Center will no longer accommodate their space needs.

The Space Utilization Committee reviewed the various needs and space within the Kent Library using the guiding framework that the function of a library is to support student learning. Therefore, the committee assessed the existing functions in the library and those needing space on the basis of whether the directly supported student study and learning, or support of faculty in their delivery of instruction.

The committee’s recommendations related to Kent Library focus on the third and fourth floors of the building. The space on the fourth floor of Kent Library, vacated by the Writing Center, would be remodeled to accommodate the staff and support areas for Tutoring & Supplemental Instruction (Attachment 2, page 1). These functions provide 1:1 and group tutoring sessions, and their services are available to students on evenings and weekends when the library is already open. The planning for this space should attempt to create computer spaces that can be multifunctional and used by other departments when not scheduled for tutoring sessions. A new location on campus would be identified for the office of Southeast Online, allowing the old study carols along the east and west walls of the fourth floor to be remodeled into modern, open, secure student study spaces (Attachment 2, page 1).
The Office of Institutional Research, currently located on the fourth floor of the library, would be relocated to another location on campus as this department provides data research for the campus and does not directly support student learning. This space would allow the Faulkner Center, currently on the third floor in an area surrounded by OIT/CSTL, to move to the fourth floor (Attachment 2, page 1). The space vacated by the Faulkner Center on the third floor could be reconfigured, along with adjacent space used by OIT/CSTL, to meet the expanded office and lab space needed by this department (Attachment 2, page 2).

**Space Utilization Current Study – Office of International Programs**

The Office of International Programs is located in a house at the top of College Hill, adjacent to Kent Library. A portion of the staff of the Intensive English Program is also located in this house. The consultant recommended the Intensive English staff move to Pacific Hall and the Center for International Studies remain in the house, utilizing the additional space. However, after reviewing the long term maintenance issues with the International Programs building and its lack of functionality for modern office equipment, the committee recommends that the department be relocated.

The committee considered two options for a permanent relocation of the office of International Programs. The first was a move to Pacific Hall, along with the Intensive English Program, and a second recommendation presented in conjunction with Residence Life to utilize the bottom floor of Cheney Hall. By locating the administrative offices in Cheney Hall, the opportunity exists to focus this building as a multicultural themed residence hall. The location in the core of campus will bring visibility to international programs and activities.

Attachment 3 outlines a potential layout of the bottom floor of Cheney, showing that the space has the square footage to accommodate the needs of International Programs. The area is currently offline, and while it will require renovation to subdivide space and relocate HVAC to accommodate, the space already has separate entrances from the residence hall space which is ideal. This concept of locating academic/administrative space in the same building as residence hall space is being implemented this semester at the new River Campus Center.

While the committee determined the Cheney Hall option was the better option when considering location and programmatic factors, detailed engineering and cost estimates will be needed to determine if this investment is warranted considering the age of the facility.

**Space Utilization Current Study – Pacific Hall**

A portion of Pacific Hall was used as temporary office space for the Controller’s Office and Accounting Services staff during the renovation of Academic Hall. The building currently houses office space for faculty and teaching assistants in the English department, a voice and swallowing lab for Communications Disorders and space for the State Historic Society. A portion of the Intensive English Program staff are also located
in this building, and use classrooms in the space. In the past the building has also housed various grant programs, which are no longer funded.

The committee recommends relocating all functions except the Intensive English Program (IEP) and the State Historic Society to other locations on campus. The State Historic Society has been moved to a permanent location on the first floor (Attachment 4, page 1). It is recommended the remaining floors be renovated to accommodate Intensive English Staff and maximize the number of classrooms and study areas that can fit into the remaining space. IEP utilizes approximately 15 classrooms per semester. While the initial review outlined in Attachment 4 (pages 2-4), shows the building will not fully accommodate this number, the program does try to ensure these international students are exposed and integrated into other parts of campus.

**Space Utilization Current Study – Grauel Building**

The committee recommendation outlined for Pacific Hall requires the relocation of approximately three English faculty and eight English teaching associates and the Communications Disorders voice and swallowing lab. The remainder of the English department and Communication Disorders department staff, clinic and classrooms spaces are located in Grauel Building. The department of Mass Media is the third academic department located in this building.

Mass Media and Communication Disorders have accreditation visits in the next 2 to 4 years, and both departments have space needs that must be addressed at those visits. The clinic operated by Communication Disorders on the second floor of Grauel lacks adequate patient waiting areas, and requires patients to wait in the hallway which creates privacy issues. Mass Media requires expanded student lab space and faculty workspace.

Initial analysis showed that the square footage available in Grauel Building will not accommodate the space needs of the three academic departments located there, and therefore the committee gathered feedback on functions of these department that could operate in a separate location from classroom space. The clinic space operated by Communication Disorders was considered as it serves the public (Attachment 5, page 1), however, faculty in the department who monitor student/patient treatment sessions must be physically nearby to respond if situations arise. The English department only utilizes faculty office and classroom spaces, and there was no efficiency to be gained by locating the faculty in a building separate from their classroom space.

Mass Media students use production spaces outside of the classroom for publication of the Arrow newspaper and for film/video production. These spaces could be moved to a location separate from the department office and classroom space, as long as it was reasonably accessible by students including evenings and weekends. Such space might require one or two faculty offices to oversee student activities in these production spaces. Mass Media production space in Grauel Building, including the portion of Rose Theatre stage that accommodates permanent sets for video production, totals approximately 11,000 square feet (Attachment 5, pages 1-2). If these functions were
relocated the remaining floors could be reconfigured to accommodate the core academic space needs of all three departments.

**Space Utilization Current Study – Next Steps**

The remaining Phase 1 renovations recommended by the Space Utilization Committee, as outlined above, require major renovations of four buildings. Professional architectural/engineering services will need to be engaged to work with the various users of the spaces to redesign building layouts, determine structural and infrastructure improvements needed to accommodate these changes, and provide cost estimates to complete the work. This information would be brought back to the Board to make final decisions on space reallocation before construction was undertaken.

As these projects involve buildings that are occupied, used throughout the academic year, and require renovation that may not be completed during a summer break, it will require considerable logistical planning to determine how to stage these renovations. Additionally, the University will have to identify one time funding to complete these projects.

**Other Capital Projects & Timeline**

In addition to the Phase I space utilization projects outlined above, there are other capital projects previously approved or under review that must be coordinated. Intercollegiate Athletics had an external consultant complete a review of Athletics facilities in relation to Title IX of the Education Amendments Act of 1972. This review was completed in June 2014 and outlined three areas of needed upgrades to facilities serving women’s athletic teams.

The study identified multiple scopes of work related to the softball facility including ADA compliant parking, ADA compliant sidewalks to access the bleacher area, masonry and netting backstop improvements, and batting cage turf repairs. The consultant also identified the need to construct dedicated locker rooms for the tennis team and locker rooms for track that provide separate lavatory and shower areas for male and female athletes.

Other athletics projects include structural repairs on the Houck Stadium south press box, which will be completed during summer 2015. Athletics administration and Facilities Management personnel are currently working with the City of Cape Girardeau Parks & Recreation department to finalize the scope of repairs needed on Capaha Field before the baseball season.

The Board previously approved a phased renovation to the Show Me Center, which will begin in the summer of 2015. A construction contract has been awarded for the renovation of 622/626 Broadway for the student Creative Labs Incubator. Construction is scheduled to be substantially complete by April 2015.

Attachment 6 outlines space utilization projects along with other future capital projects, an estimated construction timeline and funding needs, if known at this time. In
order to move forward with projects considered for construction between now and summer 2016, architectural/engineering services will need to be procured to complete feasibility studies and establish accurate cost estimates so funding can be identified and schedules coordinated among users across campus.

A motion was made by Regent Meyer and seconded by Regent Knudtson to approve the Phase I recommendations of the Space Utilization Committee, the attached conceptual timeline for future capital projects, and authorize administration to procure architectural/engineering services as needed to meet projected timelines. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF CAPE COLLEGE CENTER LEASE

President Dobbins asked Dr. Bill Eddleman, Provost, and Dr. Gerald McDougall, Associate Provost for Extended and Online Learning & Dean of the Harrison College of Business, to present the recommendation that the Board approve a lease agreement between Cape Girardeau School District #63 and Southeast Missouri State University and Three Rivers College for classroom and office space at the Cape Girardeau Career and Technology Center and Central High School, effective July 1, 2014 [Attachment G].

On December 17, 2009, the Board of Regents approved the Cape Girardeau County Partnership Agreement between Southeast Missouri State University, Three Rivers Community College, Mineral Area College, Cape Girardeau Career & Technology Center, and Southeast Hospital College of Nursing and Health Sciences.

As part of this agreement, Southeast Missouri State University offers a number of courses at the Cape Girardeau Career & Technology Center (CTC). Southeast also offers science classes at Central High School. Therefore, Southeast has leased office and classroom space at the CTC and classroom space Central High School. The initial lease expired this past August. The proposed lease agreement would provide four (4) dedicated classrooms and two (2) offices at the CTC, as well as one (1) science lab for a summer class and two (2) science labs for evening classes at Central High School. The monthly base fee is increased to $300 from $250 and the additional fee per class period is increased to $15 from $10, reflecting general increases in operating costs related to inflation.

A motion was made by Regent LaPerla and seconded by Regent Knudtson to approve a lease agreement between Cape Girardeau School District #63 and Southeast Missouri State University and Three Rivers College for classroom and office space at the Cape Girardeau Career and Technology Center and Central High School, effective July 1, 2014. The motion carried unanimously.
CONSIDERATION OF APPROVAL OF ESTABLISHMENT OF TITLE IX POLICY

President Dobbins asked Vice President Mangels, Vice President Below, and Ms. Joan Cohen, Legal Counsel, to present the recommendation that the Board approve the policy statement establishing Section 01-02, Title IX Compliance – Sexual Discrimination, Sexual Harassment, Sexual Misconduct/Sexual Violence, of the Business Policy & Procedures Manual [Attachment H].

To bring the University in compliance with Section 304 of the Violence Against Women Reauthorization Act of 2013 (VAWA) and new Office of Civil Rights Guidelines regarding Title IX of the Education Amendments of 1972 (Title IX) it is in the best interest of the University to establish a separate policy that specifically outlines the University’s jurisdiction over Title IX sexual misconduct complaints.

Title IX of the Education Amendments of 1972 revised federal funding laws to prohibit sex-based discrimination in higher education. The Amendments state, "no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Since its passage in 1972, Title IX has predominantly been thought of as the legislation requiring gender equity in school athletics.

In 2011, the Office of Civil Rights issued a Dear Colleague Letter to clarify that sexual harassment of students, including sexual violence, is a form of sex discrimination prohibited by Title IX. This revised guidance recommended implementation of “preventive education programs” as part of orientation programs for new students, faculty, and staff. The directive suggested that the education programs include a discussion of what constitutes sexual harassment and sexual violence as well as an explanation of university policies and student conduct procedures; and the consequences of violating these policies and procedures.

The Campus Sexual Violence Elimination Act, or Campus SaVE Act (SaVE), was signed into law as part of the Violence Against Women Reauthorization Act of 2013 on March 7, 2013. SaVE is considered to be an amendment to the federal Jeanne Clery Act, signed into law in 1990, and was designed as a companion to Title IX to help strengthen the response to and prevention of sexual violence in higher education. SaVE requires colleges and universities to increase transparency about the scope of sexual violence on campus, guarantee victims enhanced rights, provide for standards in institutional conduct proceedings, and provide campus community wide prevention educational programming. Final regulations were issued October 20, 2014, which will become effective July 15, 2015.

Preventing Sexual Misconduct at Southeast Missouri State University

From 2008 to 2013, the university received funding from the U.S. Department of Justice to operate a sexual violence prevention program. The Violence Information,
Counseling, Treatment, Outreach, Rights and You (VICTORY) program provided resource identification and advocacy for students, and prevention education programming and training programs for the university community.

In 2014, the VICTORY program, no longer federally funded, was replaced by the Campus Violence Prevention Program (CVPP) and has become a permanent program operating in the Office of Counseling and Disability Services. The CVPP Education and Outreach Coordinator serves as a victim advocate and assists victims of sexual assault through referrals. The coordinator also facilitates campus and community activities to promote awareness, education, and prevention initiatives.

Title IX and the Campus SaVE Act encourage schools to educating incoming students on policies and procedures related to sexual assault. These policies are discussed with incoming students and parents and First Step Orientation. At that time, students are told that they are expected to complete the MyStudentBody Essentials Course. This course includes instructional modules on alcohol, drugs, and sexual violence. Entering students who are under the age of 21 are directed to complete this program before their first semester begins. Though not a requirement, nearly 78% of new students completed the program in fall 2014. As a follow-up, students enrolled in UI100 are required to view a Title IX video.

Sexual Assault Guidelines and Judicial Procedures

Southeast has established written guidelines related to Sexual Assault. These guidelines define terminology that students are expected to understand including: sexual misconduct, incapacitation and consent. The guidelines also define the rights of the victim (complainant) and the accused student and the possible sanctions when a student is found in violation.

When a violation of the Sexual Assault Guidelines is reported to the Office of Student Conduct, the case is investigated by the Assistant Dean of Students and the office staff. Due to the extensive training required to adjudicate Title IX cases, the procedures were again recently reviewed and a modified hearing process will go into effect in January 2015. The accused student will have the case heard by a three-person Administrative Panel. The student representative to the panel will be a member of the All University Judicial Board. This method for adjudicating Title IX cases meets the Association of Student Conduct Administration (ASCA) Gold Standard Practices for Resolution of Allegations of Sexual Misconduct on College Campuses.

The number of incidents of sexual assault involving students reported to university officials (i.e. Counseling & Disability Services, Department of Public Safety, Residence Life, Student Conduct) vary from year to year, but typically range between seven and ten annually. This figure includes incidents occurring on- and off-campus and some reports where the complainant chooses to remain anonymous and may or may not disclose the name of the alleged assailant who may or may not be a university student. All reports are shared with the Title IX Coordinator. When the alleged assailant is a student and their name is known, the case is investigated by the Office of Student Conduct.
National surveys indicate that the number of students who have experienced unwelcome sexual contact is much higher than what is reported to a campus official. This culture of underreporting has drawn national attention to the subject of sexual assault on college campuses. A similar survey is conducted annually in Missouri on the campuses of the 21 participating public and private colleges and universities in the Missouri Partners in Prevention (PIP). The program serves as Missouri's higher education substance abuse consortium and is dedicated to creating healthy and safe college campuses. The 2014 PIP survey indicates that 15% of Missouri college students report being the victim of a sexual assault and of those, 29% occurred while enrolled in college. The school specific data for Southeast indicates that 16% reported being the victim of a sexual assault and 25% happened while in college. Though slightly lower, this state and institutional data demonstrate the need for educational programming and victim advocacy at Southeast.

The Title IX policy applies to employees as well as students, and the procedures associated with this policy will outline reporting and response to cases of sexual misconduct/sexual violence separately for these two groups. The Vice President for Finance & Administration and the Vice President for Enrollment Management and Student Success will be responsible for maintaining procedures in the Business Policy & Procedures Manual and the Student Code of Conduct to implement this policy.

A motion was made by Regent Meyer and seconded by Regent Neely-Martin to approve the policy statement establishing Section 01-02, Title IX Compliance – Sexual Discrimination, Sexual Harassment, Sexual Misconduct/Sexual Violence, of the Business Policy & Procedures Manual. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF CHANGES TO NONDISCRIMINATION, AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT POLICIES

Vice President Mangels and Ms. Cohen presented the recommendation that the Board approve the updated policy statements of Section 01-03, Nondiscrimination, Section 03-02 Affirmative Action/Equal Employment Opportunity, and Section 03-05 Anti-Harassment, of the Business Policy & Procedures Manual [Attachment I].

The University Business Policies and Procedures incorporate federal and state law, and university standards, into policies that guide the daily operations of the institution. Policies must be reviewed and updated as needed, based on new legislation and court rulings which may directly or indirectly affect university policies.

Based on recent guidance issued by the Department of Education, the University has recommended the establishment of a new policy related to Title IX Compliance. Title IX of the Education Amendments Act of 1972, states that “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal
financial assistance.” Title IX and the University’s proposed policy on Title IX Compliance prohibits all forms of discrimination based on sex, sexual orientation and gender identity, including sexual harassment and sexual misconduct/sexual violence.

The Office of Civil Rights guidance issued in April 2014 recognizes that Title IX protection extends not only to all students, but reaches employment discrimination in the University’s “educational programs and activities.” While the Department of Education’s legal guidance states that the terms “educational program and activity” is to be broadly interpreted, it has not been interpreted that the same classifications protected under Title IX are protected under other federal nondiscrimination legislation, including Title VII of the Education Amendments Act.

Efforts to amend Title VII and other federal and state anti-discrimination laws to include protection against discrimination based on sexual orientation and gender identity have not passed. However, recent case law at the federal and state level appears to take a broader interpretation of what constitutes sex discrimination under current law.

Most recently at the state level a Jackson County Circuit Court Judge ruling required the recognition of same-sex couples who were legally married in another state. The Missouri Attorney General’s Office decided not to appeal the judgment, and the state’s main health-care and retirement plans expanded benefits to same-sex spouses. The University’s Board of Regents followed suit that same month and expanded the definition of spouse under the University’s benefit plans to include legally married same sex spouses.

Additionally, in July 2014, President Obama issued an Executive Order prohibiting federal contractors from discriminating on the basis of sexual orientation or gender identity. He also revised an Executive Order that previously protected federal employees from being discriminated on the basis of sexual orientation to also include gender identity.

The majority of Missouri public institutions already recognize sexual orientation and gender identity as protected classes and include them in their policies. Considering that Title IX clearly recognizes sexual orientation and gender identity as protected classes in situations of sexual discrimination and sexual harassment, and the potential relativity of these cases to University policies related to other forms of discrimination and harassment, it is recommended that the University’s overarching policies on Nondiscrimination, Anti-Harassment and Affirmative Action/Equal Opportunity also be amended to recognize sexual orientation and gender identity as protected classes.

The Vice President for Finance & Administration will be responsible for maintaining procedures in the Business Policy & Procedures Manual to implement these policies.

Dr. Diane Wood, Faculty Senate Chair, presented a Faculty Senate Resolution endorsing the proposed changes to the non-discrimination policy [Exhibit E].
A motion was made by Regent Knudtson and seconded by Regent Neely-Martin to approve the updated policy statements of Section 01-03, Nondiscrimination, Section 03-02 Affirmative Action/Equal Employment Opportunity, and Section 03-05 Anti-Harassment, of the Business Policy & Procedures Manual. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF CONSENT AGENDA ITEMS

The following items were presented as consent agenda items:

- Consideration of Approval of Academic Program Changes [Attachment J]
  - New Program – School of Psychological Examiner Graduate Certificate
- Approval of Business Policy Changes [Attachment K]

A motion was made by Regent Neely-Martin and seconded by Regent Todd to approve the consent agenda items as listed above. The motion carried unanimously.

CONSIDERATION OF MOTION TO RECESS OPEN SESSION

A motion was made by Regent Neely-Martin and seconded by Regent Knudtson to recess the open session until 9:00 a.m., Friday, December 19, 2014, in the Board of Regents Room, Academic Hall. The motion carried unanimously.

The open session meeting recessed at 3:16 p.m.

RECONVENE OPEN SESSION

The open session reconvened at 9:08 a.m. on Friday, December 19, 2014, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Regents present were: Mr. Doyle L. Privett, President of the Board of Regents; Mr. Austin D. Cordell, Student Representative to the Board of Regents; Mr. Jay B. Knudtson; Mr. Donald G. LaFerla; Mr. Thomas M. Meyer; Ms. Kendra Neely-Martin, Vice President of the Board of Regents; and Mr. Daren K. Todd. Also present were: Dr. Kenneth W. Dobbins, President of Southeast Missouri State University; Ms. Kathy Mangels, Board Treasurer; and Mr. Brady L. Barke, Board Secretary. Board President Privett presided.

OLOGIE – STRATEGY AND CREATIVE DEVELOPMENT PRESENTATION

President Dobbins asked Mr. Jeff Harmon, Executive Director of University Communications & Marketing, to introduce Ms. Bev Ryan and Mr. Kevin Taylor,
consultants from Ologie, who provided a logo and brand evolution presentation [Exhibit F].

Mr. Taylor explained that after conducting numerous interviews and reviewing publications and promotional materials, Ologie developed a messaging map for the institution containing a core message and attributes and benefits.

Ms. Ryan outlined the creative development process and reviewed a draft concept statement, logo options, and messaging tactics. They indicated that Ologie will use the feedback received thus far to continue to refine the messaging and logo, and will develop brand guidelines. The goal is to present the final recommendations to the Board of Regents in February for final approval in order to launch the new branding strategy in the Spring.

CONSIDERATION OF APPROVAL OF REVISION TO MIC BYLAWS

President Dobbins asked Dean McDougall, Executive Director of the Missouri Innovation Corporation, to present the recommendation that the Board approve the change to the first sentence in Article II, Section 2 of the Amended and Restated Bylaws of the Missouri Innovation Corporation to read: The number of Directors of the Corporation shall not be less than nine (9) and not more than fifteen (15). [Attachment L].

The Missouri Innovation Corporation (MIC) is expanding its outreach to Southeast Missouri through the work of the Institute for Innovation and Entrepreneurship which is funded through a variety of state and federal grants. Because of this expansion, and the expectation there will be continued growth in efforts to promote regional economic development through the encouragement of innovation and entrepreneurial activity promoting new business development, it is appropriate to expand the size of the Board of Directors of the MIC so that it better represents the communities and businesses of Southeast Missouri. At the December 10, 2014 meeting of the Board of Directors of the MIC, the Board approved a motion to change the first sentence in Article II, Section 2 of the Amended and Restated Bylaws of the MIC to read: (T)he number of Directors of the Corporation shall not be less than nine (9) and not more than fifteen (15), thereby allowing an increase in the Board’s membership.

A motion was made by Regent Neely-Martin and seconded by Regent Knudtson to approve the change to the first sentence in Article II, Section 2 of the Amended and Restated Bylaws of the Missouri Innovation Corporation to read: The number of Directors of the Corporation shall not be less than nine (9) and not more than fifteen (15). The motion carried unanimously.
CONSIDERATION OF APPROVAL OF APPOINTMENT OF MIC BOARD MEMBERS

Dean McDougall presented the recommendation that the Board approve the appointment of Directors to the Missouri Innovation Corporation as outlined in Attachment 1 [Attachment M].

The revised Amended and Restated Bylaws of the Missouri Innovation Corporation Bylaws of the Missouri Innovation Corporation (MIC) approved by the Board of Regents allow for a minimum of nine Directors and a maximum of fifteen. The Board currently has six members. It is believed that an expanded Board will provide a more representative body of the University’s service region as outreach activities to promote innovation and new business start-ups are expanded.

Attachment 1 outlines the names of the proposed new Directors and their initial terms of appointment, approved by the Board of Directors of the Missouri Innovation Corporation at its December 10, 2014 Board of Directors Meeting. The terms have been staggered into three groups to ensure a majority of the Board is not transitioning at the same time. Directors may serve on the Board until they have completed two consecutive three-year terms. These individuals would begin serving their terms as Board members upon approval by the Board of Regents.

A motion was made by Regent Knudtson and seconded by Regent LaFerla to approve the appointment of Directors to the Missouri Innovation Corporation. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF FACULTY SENATE BILL 14-A-38 FOR THE FACULTY MERIT PAY POLICY

President Dobbins asked Provost Eddleman and Dr. Wood to present the recommendation that the Board approve the proposed policy revision (Faculty Senate Bill 14-A-38) for the *Faculty Merit Pay Policy* and the revision of Chapter 2, Section C of the Faculty Handbook [Attachment N].

At their March 25, 2010 meeting, the Board of Regents directed President Dobbins, working with the Faculty Senate, to review the Faculty Handbook and recommend changes to ensure the Faculty Handbook conforms to current Board policies and directives. At their August 28, 2014 meeting, the Board of Regents directed President Dobbins to work with Chairperson’s Forum, Faculty Senate, and Deans to evaluate and revise the department chair and faculty annual performance appraisal process.

After soliciting input from all constituencies and working diligently to recommend language changes to existing policy, Faculty Senate approved Bill 14-A-38 on November 12, 2014. Following passage of this bill, the Faculty Senate Executive
Committee, chair of the Faculty Senate Professional Affairs Committee, Vice Provost, Provost, and President worked collaboratively to improve the review process described in the bill. Faculty Senate voted to suspend the rules and approved the corresponding revisions at its meeting on December 10, 2014.

Changes in the language of the policy include incorporating administrative responsibilities of department chairpersons; adding deans in the evaluation process of department chairpersons, integrating these evaluations with the department’s evaluation, and permitting the provost to resolve discrepancies; and providing, for faculty who are not in agreement with their evaluations, a review by the college tenure and promotion advisory committee.

President Dobbins indicated this was a prime example of collegiality in developing this policy. He noted there was one minor change he would recommend the Board make to the policy. He asked that the Board consider adding that the list of administrative responsibilities upon which chairpersons will be evaluated be forwarded to the provost for approval.

A motion was made by Regent Knudtson and seconded by Regent LaFerla to approve the proposed policy revision (Faculty Senate Bill 14-A-38) for the Faculty Merit Pay Policy and the revision of Chapter 2, Section C of the Faculty Handbook, with the change requiring the list of chairperson administrative responsibilities be forwarded to the provost for approval. The motion carried unanimously.

CONSIDERATION OF APPROVAL OF DRAFT STRATEGIC PLAN

President Dobbins asked Mr. Brady Barke, Senior Associate to the President, to present the recommendation that the Board approve the draft strategic plan [Attachment O].

The University's current strategic plan, was adopted by the Board of Regents December 12, 2008, and established a set of priorities, with a set of goals under each priority, to guide the institution's development and the establishment of its budgets.

The Strategic Planning Steering Committee was established in Spring 2013 and chaired by Board President Doyle Privett. The steering committee met during the Spring 2013 semester to review and revise the University’s 2008 Strategic Plan. The draft strategic plan was reviewed by the Board of Regents at its retreat in September 2013. The Board made recommendations regarding changes to the draft and asked the steering committee to consider the recommendations.

The steering committee and members of the Executive Staff met twice during the Spring 2014 semester to review the Board’s recommendations and make appropriate revisions to the draft strategic plan. Several major changes were incorporated into the document, including the addition of an introduction to the strategic plan; the addition of
introductory statements explaining each priority and detailing the progress the University has made in that area since 2008; as well as revisions to many of the objectives outlined under each of the priorities. A revised draft of the strategic plan was reviewed by the Board at its June 2014 meeting.

A motion was made by Regent Meyer and seconded by Regent Knudtson to approve the strategic plan. The motion carried unanimously.

Regent Knudtson thanked Board President Privett for his leadership chairing the steering committee through the process.

**MOTION TO RECESS OPEN SESSION**

A motion was made by Regent Knudtson and seconded by Regent LaFerla to recess the open session for lunch. The motion carried unanimously.

The open session recessed at 11:28 a.m.

The open session reconvened at 1:06 p.m.

**MDHE PERFORMANCE FUNDING RESULTS**

President Dobbins asked Vice President Mangels to provide a report on the institution’s Missouri Department of Higher Education performance funding results [Attachment U]. The institution met all five performance funding targets. Each performance measure equates to 20% of any new appropriations received from the state.

**RETENTION INITIATIVES**

Vice President Below gave a presentation regarding the various retention initiatives that have occurred over the past five years [Attachment P]. Dr. Below shared the institution’s retention and graduation rate goals, while briefly discussing the financial impact that retention could have on performance funding. She also discussed the various student success initiatives that have recently been undertaken, including co-requisite remediation in Math and English, creation of degree maps, and targeted support for first generation students and the establishment of Camp Redhawk, a leadership program designed to prepare new students to enter their first semester at Southeast.

**ACADEMIC ADVISING INITIATIVES**

Dr. Charles McAllister, Vice Provost & Dean of the School of Graduate Studies, provided an update on academic advising [Attachment Q]. Dr. McAllister indicated there
are several areas that are currently being reviewed, following a consultant report from Spring 2014 that identified opportunities for improvement and has framed ongoing, campus-wide discussions about academic advising. As a result, the institution will create a common first-year advising experience by having all first-year students advised by professional staff, with limited exceptions.

Additionally, the institution is looking to identify space to accommodate a professional advising center on the north side of campus, in addition to the one currently located in Academic Hall. Discussions are also occurring regarding creating professional development plans for both faculty and professional advisors as well as creating a survey instrument to better assess the effectiveness of faculty and professional advising.

Ms. Lenell Hahn, Director of Admissions, briefly explained the changes to the First Step Orientation program that are being piloted in the Spring 2015 semester. She indicated that students will be pre-registered into several of their courses before arriving, which will create a better advising experience at First Step.

**UPDATE ON COTTONWOOD RESIDENTIAL TREATMENT CENTER**

Vice President Mangels provided an update on the Cottonwood Residential Treatment Center [Attachment R]. She indicated the Missouri Department of Mental Health will transition operation of the facility to the Community Counseling Center, effective January 1, 2015.

**PRESIDENT’S REPORT**

President Dobbins informed the Board that Southeast has been recognized for its community service by being named to the 2014 President’s Higher Education Community Service Honor Roll.

**Additional Report Items**

Members of the Board were provided with the following report items:

- Dr. Martin Luther King, Jr. Celebration and Black History Month [Attachment S];
- Progress Report on Contracts and Facilities Management Projects [Attachment T]; and
- Report on Academic Programs Approved by the Coordinating Board for Higher Education [Attachment V].
CONSIDERATION OF MOTION TO RECESS THE OPEN SESSION AND CONVENE THE CLOSED EXECUTIVE SESSION

A motion was made by Regent Neely-Martin and seconded by Regent LaFerla to recess the open session and convene the closed executive session for consideration of items pertaining to the following:

A. RSMo 610.021.1 – legal actions, causes of action or litigation;
B. RSMo 610.021.3 – hiring, firing, disciplining or promotion of personnel;
C. RSMo 610.021.13 – personnel records, performance ratings; and
D. RSMo 610.021.14 – records which are protected from disclosure by law.

The motion carried unanimously.

The meeting recessed at 2:24 p.m.

The meeting reconvened at 3:51 p.m.

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Board President Privett indicated that there were no announcements regarding actions taken in closed session.

CONSIDERATION OF MOTION TO ADJOURN

A motion was made by Regent Neely-Martin and seconded by Regent LaFerla to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 3:52 p.m.

__________________________
Brady L. Barke
Board of Regents’ Secretary

APPROVED:

__________________________
Doyle L. Privett, President
Board of Regents
Southeast Missouri State University
Subject to approval by the Board of Regents.

MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
EIGHTEENTH DAY OF FEBRUARY 2015

The Board of Regents for Southeast Missouri State University convened at 10:42 a.m. on Wednesday, February 18, 2015, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Regents present were: Mr. Doyle L. Privett, President of the Board of Regents; Mr. Austin D. Cordell, Student Representative to the Board of Regents; Mr. Jay B. Knudtson; Mr. Donald G. LaFerla; Mr. Thomas M. Meyer; Ms. Kendra Neely-Martin, Vice President of the Board of Regents; and Mr. Daren K. Todd. Also present were: Dr. Kenneth W. Dobbins, President of Southeast Missouri State University; and Mr. Brady L. Barke, Board Secretary. Board President Privett presided.

CONSIDERATION OF MOTION TO RECESS THE OPEN SESSION AND CONVENE THE CLOSED SESSION

A motion was made by Regent Meyer and seconded by Regent Knudtson to recess the open session and convene the closed session for consideration of items pertaining to the following:

A. RSMo 610.021.3 – hiring, firing, disciplining or promotion of personnel
B. RSMo 610.021.13 – personnel records, performance ratings
C. RSMo 610.021.14 – records which are protected from disclosure by law

The motion carried unanimously.

The meeting recessed at 10:43 a.m.

The meeting reconvened at 5:11 p.m.
ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Board President Privett indicated that there were no announcements regarding actions taken in closed session.

CONSIDERATION OF MOTION TO ADJOURN

A motion was made by Regent Knudtson and seconded by Regent Meyer to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 5:12 p.m.

Brady L. Barke
Board of Regents’ Secretary

APPROVED:

________________________
Doyle L. Privett, President
Board of Regents
Southeast Missouri State University
MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
TWENTY-THIRD DAY OF FEBRUARY 2015

The Board of Regents for Southeast Missouri State University convened at 2:29 p.m. on Monday, February 23, 2015, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Regents present were: Mr. Doyle L. Privett, President of the Board of Regents; Mr. Austin Cordell, Student Representative to the Board of Regents; Mr. Jay B. Knudtson; Mr. Donald G. LaFerla; Mr. Thomas M. Meyer; Ms. Kendra Neely-Martin, Vice President of the Board of Regents; and Mr. Daren K. Todd. Also present was Mr. Brady L. Barke, Board Secretary. Board President Privett presided.

CONSIDERATION OF MOTION TO RECESS THE OPEN SESSION AND CONVENE THE CLOSED SESSION

A motion was made by Regent LaFerla and seconded by Regent Knudtson to recess the open session and convene the closed session for consideration of items pertaining to the following:

A. RSMo 610.021.3 – hiring, firing, disciplining or promotion of personnel
B. RSMo 610.021.13 – personnel records, performance ratings
C. RSMo 610.021.14 – records which are protected from disclosure by law

The motion carried unanimously.

The meeting recessed at 2:30 p.m.

The meeting reconvened at 3:52 p.m.
CONSIDERATION OF MOTION TO ADJOURN

A motion was made by Regent Knudtson and seconded by Regent Meyer to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 3:53 p.m.

______________________________________________
Brady L. Barke
Board of Regents’ Secretary

APPROVED:

______________________________________________
Doyle L. Privett, President
Board of Regents
Southeast Missouri State University
Subject to approval by the Board of Regents.

MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
TWENTY-FIFTH DAY OF FEBRUARY 2015

The Board of Regents for Southeast Missouri State University convened at 2:30 p.m. on Wednesday, February 25, 2015, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Regents present were: Mr. Doyle L. Privett, President of the Board of Regents; Mr. Austin Cordell, Student Representative to the Board of Regents; Mr. Jay B. Knudtson; Mr. Donald G. LaFerla; Mr. Thomas M. Meyer; Ms. Kendra Neely-Martin, Vice President of the Board of Regents; and Mr. Daren K. Todd. Also present was Mr. Brady L. Barke, Board Secretary. Board President Privett presided.

CONSIDERATION OF MOTION TO RECESS THE OPEN SESSION AND CONVENE THE CLOSED SESSION

A motion was made by Regent Neely-Martin and seconded by Regent Meyer to recess the open session and convene the closed session for consideration of items pertaining to the following:

A. RSMo 610.021.3 – hiring, firing, disciplining or promotion of personnel
B. RSMo 610.021.13 – personnel records, performance ratings
C. RSMo 610.021.14 – records which are protected from disclosure by law

The motion carried unanimously.

The meeting recessed at 2:30 p.m.

The meeting reconvened at 3:54 p.m.
CONSIDERATION OF MOTION TO ADJOURN

A motion was made by Regent Knudtson and seconded by Regent Meyer to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 3:55 p.m.

______________________________
Brady L. Barke
Board of Regents’ Secretary

APPROVED:

______________________________
Doyle L. Privett, President
Board of Regents
Southeast Missouri State University
BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 28, 2015

Open Session

I. Motion to be Considered:

Approve awarding the University dining services contract to Chartwells Educational Dining Services for the period of June 1, 2015, through May 31, 2016, with nine annual renewal periods.

II. Background:

On April 24, 2006, the Board of Regents approved a 10-year dining services contract with Chartwells Education Dining Services (Chartwells) for the fiscal years 2007 through 2016. During the nine years of this contract agreement, Chartwells has invested $5.25 million to renovate and expand the dining program. Since 2006, Chartwells has introduced new national brand concepts to the campus including Papa John’s Pizza, Starbucks and Subway. New dining venues were opened in the Scully Building, Merick Residence Hall and the Dobbins River Campus Center; and additional seating capacity was added in the University Center and Towers Café to accommodate the University’s growing student population.

Although one additional renewal period was available, the University chose to issue the request for proposal (RFP) on November 24, 2014. The current contract renewal period will end on May 31. At this time, the University has the option of exercising one additional renewal period or awarding a new contract based upon this RFP. The choice of dining services is critical to the quality of campus life and more particularly to student recruitment and retention. As universities strive to contain the price of higher education, it is also important that the dining services provider demonstrates a commitment to cost containment, without compromising customer satisfaction.

In the fall of 2014, the University established a 14-member committee including students, staff, faculty, and administrative representatives to prepare a dining services request for proposals (RFP). The committee met with the student Residence Hall Association, Student Government Association, the Dining Service Advisory Committee, and various departments for feedback on the development of the RFP. Using the data from previous surveys, including the Educational Benchmarking survey conducted by Residence Life and meetings with multiple student groups, the committee was able to determine the

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</table>
general student body priorities for a dining program. The top priorities of students include price-value, flexibility and hours of service. Additional priorities were improved service at select venues, expanded access to nutritional information, and consideration for additional national branded concepts.

A pre-bid conference was held on December 10, 2014. During the conference, four interested vendors participated in a question and answer session with the purchasing staff and members of the RFP committee. The RFP was advertised in two newspapers and posted publicly on Southeast’s website and in the Purchasing Office. Following that conference, two vendors responded in writing to indicate no plan to bid. A third vendor did not respond. One proposal was received from Chartwells Educational Dining Services and evaluated by the committee. The committee was notified that a full evaluation of the bid was required, and that the university could choose to decline the bid and exercise the final year of the current contract period.

Included in their bid, Chartwells has committed to a $6,575,000 capital investment to enhance programs and renovate facilities. The first phase of capital projects proposed by Chartwells include an expansion of the Chick-Fil-A concept and the addition of the Panda Express brand in the University Center, expansion of the Subway brand in the Scully Building, and renovation of the University Center kitchen and Towers Café servery.

The Chartwells proposal meets and exceeds all specifications of the RFP and is proof of Chartwells’ commitment to extending its strong, cooperative partnership with Southeast centered on responsiveness to student priorities. Chartwells proposed four meal plan alternatives including 1) continuation of the current plan, 2) a meals per week plan with flex, 3) a semester block plan with flex, and 4) a hybrid plan. While all of the alternative plans proposed provide increased flexibility, they also required an increased cost to students. Specifically, students expressed a desire to use multiple meal exchanges during a single meal period. In response, the University considered alternative two and asked Chartwells to provide an option that would allow students to choose between the plan that is currently available (classic) and option two (preferred), which is the meals per week option. Chartwells agreed to offer both options. The premium cost that will be charged to students for the preferred plan varies based upon the number of meals per week selected and is presented in Attachment 2.

Based on the total evaluation, the Committee has recommended awarding the contract to Chartwells Educational Dining Services, renewable for a maximum of ten years. The first contract award would be for the period from June 1, 2015, through May 31, 2016.

The meal plan structure proposed by Chartwells provides students with the assurance the meal plan rate increases will be held to a minimum. Chartwells has offered to freeze the daily board rate in the first year of the contract and has guaranteed that an increase in academic years 2017 and 2018 will not exceed 3.5% each year.

The bid document submitted by Chartwells demonstrated an understanding of the University’s student population and strategic vision. Examples of this commitment include the recent development of a marketing internship program in partnership with the Harrison College of Business and targeted programs that offer nutritional guidance to various student groups. This bid commits to a continuation and expansion of existing programs, and offers new ideas to partner with students. Two examples include a proposed partnership with the School of Visual and Performing Arts along with international student groups to coordinate special events offering traditional cuisine from their home countries; and a new internship program for military and veteran students.
## Proposed Meal Plan (Board) Rates for FY16

<table>
<thead>
<tr>
<th>Meal Plan Options</th>
<th>Fiscal Year 16</th>
<th>Classic</th>
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<tr>
<td>Multiple meal usage at one meal time period</td>
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<tr>
<td>19 meals + $116 flex</td>
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BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 28, 2015

Open Session

I. Motion to be Considered:

Approve the attached FY2016 Residence Life proposed budget, including room and board rates, beginning fall semester 2015.

II. Background:

In February 2014, the Board of Regents approved a 1.65% increase to the room and board rates for FY2015; including a 0.50% rate increase and a 4.00% increase in board rates.

As shown in Attachment 1, an average combined room and board rate increase of 0.33% is requested for FY2016. The proposed rate schedules for both residence halls and board plans have been shared with relevant student groups for review and comment and are presented to the Board with their consent. The proposed rate schedule reflects an effort to hold room rate increases to a minimum, as a means of containing costs for students. In nine of the University’s 13 residence halls, room rates will not increase.

In fall 2014, all rooms in the Dearmont residence hall, a traditionally double-occupancy community-style hall, were converted to single rooms. The Board approved a new room rate for this housing offering in FY15. Interest in this living community has exceeded projections and a waitlist was formed at times to manage requests. Dearmont is one of the four residence halls for which a room rate increase is suggested. The remaining three residence halls proposed for a modest room rate increase are community-style halls. While the effect will be minimal, this proposed rate increase formula is intended to maintain a balance in the rate charged for community-style and suite-style housing.

The residence hall system currently offers eight living-learning communities, most of which are academically themed. These communities provide students with opportunities to engage both academically and socially with students who share common academic and/or co-curricular interests. Learning communities are not new to higher education, but today they are garnering

Recommended By:
Student Government
Faculty Senate
Administrative Council
VP, Enrollment, Man. & Stu. Suc.
VP, Finance & Admin.
VP, University Advancement

Chairperson ____________________________
Dean ____________________________
Academic Council ____________________________
Provost ____________________________
President ____________________________

Board Action on: ____________________________
Postpone: ____________________________
Amend: ____________________________
Disapprove: ____________________________
Approve: ____________________________
Secretary: ____________________________

Motion By: ____________________________
Second By: ____________________________
Vote: Yeas: ______ Nays: ______
greater attention from faculty and student affairs professionals engaged in efforts to improve student retention rates. A leading student persistence researcher, Vincent Tinto, wrote, “learning communities seek to restructure the very classrooms in which students find themselves and alter the way students experience both the curriculum and learning within those classrooms.”

A new living-learning community that is proposed for FY 2016 would create a military themed living environment in Henderson Hall. Student, faculty and staff participation in this community space is under discussion at this time. Southeast has a long and successful history of educating students who are active duty military personnel or veterans of the United States Armed Forces. Henderson Hall, located across the street from the University Center and the new Office of Military and Veterans Services, is the appropriate size and location for this community.

The board rate for FY2016 will not increase over FY2015 levels. The holding of board rates at the FY2015 level is consistent with the University’s new dining contract with Chartwells.

The proposed increase in average room rates is 0.50%. This reflects cost for personnel, student labor, operations, maintenance and repair. Private room rates continue to be 1.5 times the rate of a double room.

Proposed Residence Life revenue and expenses for FY2016 are given in Attachment 2. Projected expenses are $24,421,116 as compared with $24,770,371 in FY2015. The largest factors in this decline in expenses are changes in payments to Chartwells for capital project investments, and subsidies for shuttle service and computer lab operations.
### SOUTHEAST MISSOURI STATE UNIVERSITY

**RESIDENCE LIFE**

**FY16 PROPOSED ROOM & BOARD RATES (8.66% room increase; 0% board increase)**

#### REVENUE SUMMARY:
- Room Contracts: $10,311,250
- Private Rooms: $199,275
- Residential Reimbursements: $0
- Concessional Cancellation Charges: $904,625
- Total Room Revenues: $11,215,150
- Board Contracts: $7,522,250
- Summer Room and Board Contracts: $50,000
- **TOTAL ROOM & BOARD REVENUES**: $23,287,400

### ROOM CONTRACTS:

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### RESIDENCE HALL CAPACITIES:

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### PRIVATE ROOM RATES:

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### CANCELLATION CHARGES:

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### OTHER FEES:

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**COMBINED ROOM & BOARD RATES (with 18 meals/day):**

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<th>FY15 Capacity</th>
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<td>FY15 Occupancy</td>
<td>FY16 Occupancy</td>
<td></td>
<td>FY15 Occupancy</td>
<td>FY16 Occupancy</td>
<td>FY15 Revenues</td>
<td>FY16 Revenues</td>
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<td>FY15 Total</td>
<td>FY16 Total</td>
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<td>FY15 Paid</td>
<td>FY16 Paid</td>
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<td>FY16 Projected</td>
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<td>$5,925</td>
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<td>306</td>
<td>306</td>
<td>2</td>
<td>306</td>
<td>2</td>
<td>$1,509,075</td>
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</table>
**SOUTHEAST MISSOURI STATE UNIVERSITY**
**RESIDENCE LIFE**
**FY16 PROPOSED BUDGET**

### Income
- Interest Earned $ 115,000
- Hall Council Fees $ 84,090
- Contract Payments $ 23,315,500
- Camps & Miscellaneous $ 170,000
- Dearmont Rental $ 47,000
- Food Service Commission $ 119,000
- Vending Services $ 101,100
- Non-traditional Housing $ 40,200
- Shivelbine & Greystone property $ 31,366
- Damage Charges $ 60,000
- Voice, Video, Data $ 336,360
- Miscellaneous Revenue $ 1,500

**Total Revenue** $ 24,421,116

### Expenses
- Residence Life Office Operations $ 391,365
- Residence Life Office Personnel $ 549,545
- Food Service/Misc. Equipment Repair $ 40,000
- Residence Hall Operations $ 1,669,798
- Utilities & Maintenance $ 2,866,765
- Custodial Services $ 1,581,455
- Overhead Support $ 1,541,311
- Support Services $ 45,868
- Bonds Administration Expense $ 4,100
- Collection Costs $ 15,000
- Bad Debt $ 35,000
- Dining Services Contract $ 6,340,334
- Vending Services $ 155,800
- E&G Scholarships (net cost) $ 630,000
- Property Insurance $ 110,000
- Non-Trad Housing Lease & Operations $ -
- Contingency, Reserve $ 50,000
- Hall Council Fees $ 84,090
- Room Damages $ 85,490
- TV Purchase $ 500
- LAN Installation $ -
- Expected Reserve Contribution $ 10,177
- Debt Retirement $ 7,996,573
- Capital Renewal Improvements $ 217,947

**Total Expenses** $ 24,421,116

**Revenue vs. Expenses** $ -
BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 28, 2015
Open Session

I. Motion to be Considered:

Approve the attached schedule of major capital projects and maintenance and repair items for FY16.

II. Background:

The attached schedule of capital and maintenance and repair projects (Attachment 1) includes projects funded from local, state, and federal funding sources. State M&R dollars will be matched with local M&R dollars to complete annual repairs to elevators and the utility infrastructure, fire alarm testing and various parking lot and hardscape repairs.

Phase I of the Show Me Center renovations previously approved by the Board will occur during Summer 2015 and design and initial construction of Phase II projects will begin prior to the end of fiscal year 2016. It is anticipated approximately $3.7 million of the total Show Me Center renovation project will be expended in FY2016, including installation of new telescopc seating, lighting and a video scoreboard.

In addition, the Residence Life auxiliary will begin replacement of the fan coil units in Towers North. The University anticipates expending approximately $600,000 on Intercollegiate Athletics maintenance projects including repair of the Houck Press Box.

The University will continue to investigate and design space utilization projects reviewed with the Board at their December 18, 2014 meeting. Architectural/engineering services will be procured to evaluate recommendations for Kent Library, Grauel Building and Pacific Hall. Renovations will be completed for the new location of the Mass Media Center for Academic Excellence in FY2016, which fulfills a space need identified for Grauel Building during the space utilization study.

Recommended By:

Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement

Chairperson
Dean
Academic Council
Provost
President

Board Action on: Postpone: Amend: Disapprove: Approve: Secretary:
## FY 16 Major Capital Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>FY16 Local</th>
<th>FY16 State M&amp;R Appropriation</th>
<th>State Capital Appropriation</th>
<th>Bond Funds</th>
<th>Federal or State Grant Funds</th>
<th>Auxiliary</th>
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<td>Maintenance &amp; Repair Projects:</td>
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<td>Academic &amp; Administrative Space Remodeling</td>
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<td>Elevator Maintenance</td>
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<td>2010 Bond Repayment</td>
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<td>General Maintenance and Repair</td>
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<td>Fire Alarm System Testing</td>
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<td>Hardscaping (Stairs, Sidewalks, Lighting) (3)</td>
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<td>Deferred Maintenance</td>
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<td>Regional Campus HVAC Repayment</td>
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<td>Johnson/Crisp Hall Piping Replacement</td>
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<td>SRC South Roof Replacement</td>
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<td>University Center Parking Lot Upgrades</td>
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<td>Towers North Fan Coil Unit Replacement</td>
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<td>Malden Rice Breeder Greenhouse</td>
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<td>Serena Sanitary Sewer Repairs</td>
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<td>Rhodes Hall Roof</td>
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<td>Houck Press Box</td>
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<td>Show-Me Center Renovations (4)</td>
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<td>525 Broadway - Mass Media Renovations (5)</td>
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<td>Athletics Title IX Improvements</td>
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<td>Replaster Pool - Aquatic Center</td>
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<td>49,780</td>
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| Totals                                           | $7,131,221 | $2,370,789                   | $                             | -          | $100,000                      | $4,396,099|

(1) Priorities include tunnel piping and insulation, boiler plant clean up
(2) Priorities include repairs from Parking Lot Survey
(3) Priorities include sidewalk and curb repairs, upgrades to exterior lighting
(4) Project has been previously approved by the Board
(5) Building common use spaces will be funded by property owner
(6) Priorities include Kent, Gravel, Cheney, and Pacific
BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 28, 2015

Open Session

I. Motion to be Considered:

Approve the new university identity and messaging concept.

II. Background:

In 2013, President Dobbins sought an outside evaluation of Southeast’s communications and marketing functions to ensure the University was positioned for success in an evermore competitive and complex environment. Penson Associates, Inc., was asked to do the analysis and in September 2014 delivered its recommendations. Penson Associates, Inc., recommended Southeast commission a branding study to better identify the institution’s unique attributes and refine messaging to deliver the attributes to target audiences in a much more engaging, meaningful way.

Southeast moved forward with this recommendation, issued a Request For Proposal and in June 2014, awarded a contract to Ologie, a higher education branding and marketing firm from Columbus, Ohio, to conduct a brand analysis and provide recommendations regarding a new University identity and messaging concept.

During the last eight months Ologie has moved through their “Discover, Define, and Create” process and conducted numerous focus groups and interviews with a wide variety of constituents, both on- and off-campus, completed a communications audit of all Southeast marketing/admissions materials, websites, etc., and reviewed the positions of peer institutions. They then synthesized this information and used it to guide them in the creation of a new University identity (done and wordmark) and messaging concept (Attachment I). These deliverables were developed with regular collaborative communication and feedback from a wide variety of University constituencies. The messaging concept will influence the written and visual communication of the University brand, and is centered around “The Will To Do.”

Recommended By:

Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement

Chairperson
Dean
Academic Council
Provost
President

Board Action on:

Motion By: ____________________________
Second By: ____________________________
Vote:  Yeas: ______ Nays: ______
Ologie will be presenting Southeast’s University Communications and Marketing department with a new style and design guide, including details on how to effectively articulate the new branding to a wide variety of audiences. The firm will be on campus the last week of March 2015 to train a variety of groups on how to effectively roll-out the brand internally during “brand ambassador training.” At the Cape Girardeau Chamber’s First Friday Coffee in April the new identity and messaging will be discussed with the launching of the new brand on the semo.edu website, new pole banners and other wall murals conveying the new imagery and messaging. Moving forward, Admissions will be the first area to implement the new messaging in its recruitment materials and marketing and communications plans, followed by Facilities Management (signage) and remaining University departments with regards to replacing letterhead and business cards, etc. The timetable for full implementation of the new branding will be developed soon with an emphasis on efficient use of University resources.
Southeast Missouri State University
Positioning Statement and University Logo
At Southeast Missouri State University, we’re here to put in the work. And we don’t have time for boasting. We’re too busy building, planting, healing, creating and learning. Because real credit can’t be given. It has to be earned. By coming to the table with big ideas and taking action while taking nothing for granted.

Our region needed a cultural center, so we built one. Our students need cutting-edge programs, so we create them. Our community needs top teachers, caregivers, and agricultural minds, so we prepare them.

We’re giving everything we’ve got. And earning everything we get. Because progress isn’t promised to anybody. It will be made by those with the courage to question. The hunger to know. And the will to do.
ADDITIONAL UNIVERSITY LOGOS

CENTERED DOME AND TYPE

SOUTHEAST MISSOURI
STATE UNIVERSITY • 1873

LEFT POSITIONED DOME

SOUTHEAST MISSOURI
STATE UNIVERSITY • 1873
LOGO COLOR VARIATIONS

DARK BACKGROUNDS

1-COLOR (RED)

1-COLOR (BLACK)
I. Motion to be Considered:

Approve conceptual design of Phase I Greek Housing and authorize administration to complete design development, investigate financing options and negotiate lease terms with Greek organizations, and to present recommendations to the Board at their May 2015 meeting.

Background:

In December 2014, the Board approved the feasibility of a Greek Village concept and authorized administration to pursue design development. The University engaged Stock & Associates to investigate the topography and subsurface conditions on North Sprigg Street, in the area where the properties referred to as the Greystone and Shivelbine houses are located. In addition, Hollis Miller architects were engaged to design preliminary floor plans that could accommodate 20-24 beds. These plans have been reviewed jointly with administration, Greek organization representatives and the University’s architectural consultant.

The applicable building codes require two story student housing to have an elevator, in addition to stairwells for egress. Because of this added cost, one story housing layouts were considered. Several layouts have been considered that incorporate a combination of single, double and triple bedrooms, along with various layouts of chapter room, living room and kitchen spaces. Attachment 1 is a 22 bed design concept that received positive feedback from Greek organizations because it captured the feel of a house as opposed to a residence hall space, provided large common areas as the focal point at the entrance of the building and provided outdoor living spaces.

It is the intent of the University to use common structural and HVAC systems, but give organizations several floor plan and exterior options in order to provide distinction between the organizations. The University has committed to the organizations the opportunity to design a space that accommodates 20-25 students at a total cost per house of $1.8 to $2.0 million.

Recommended By:

Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement
Chairperson
Dean
Academic Council
Provost
President

Board Action on: ____________
Motion By: ____________
Second By: ____________
Vote: Yeas: ______ Nays: ______
Postpone: ____________
Amend: ____________
Disapprove: ____________
Approve: ____________
Secretary: ____________
An initial review of the topography and the potential housing footprints reveals a potential full build out that could accommodate up to seven houses, in addition to parking and green space (See Attachment 2 and 3). As additional civil engineering is completed and final floor plans are determined, the placement and orientation of each house would be adjusted. If authorized to move forward with planning by the Board, discussions with Greek organizations would include their desired location on the site and green space and recreational amenities on the site (volleyball court, basketball court, etc.). This information would be used to produce a final site plan that would drive future phases of build out.

Three Greek organizations have indicated their interest and ability to meet financial terms to be included in a first phase of build-out. This phase would include a new access drive to the site and limited parking along this drive. University administration and their consultants would work with these organizations to produce final building plans, site locations and cost estimates for construction. These construction costs, along with financing costs, would be used to develop final lease terms with the chapters. It is the intent to design a lease structure that recognizes the equity commitment of these chapters, which might be reflected in a lease structure that adjusts over time for those chapters who continue long term lease commitments.

It is the intent of administration that final floor plans, site plans, construction cost estimates and financing options are presented to the Board for final approval at their May 2015 meeting.
EXTERIOR ELEVATION – Option D'
BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 28, 2015

Open Session

I. Motion to be Considered:

Approve the attached two resolutions declaring (1) intent to reimburse certain project costs with proceeds of bonds and (2) authorizing certain actions in connection with the proposed issuance.

II. Background:

University administration monitors outstanding debt to determine if market conditions warrant refinancing. The Series 2011 bonds are eligible for a current refunding on or after April 2016, however, one advance refunding prior to this date is allowed.

Market conditions in the tax exempt bond arena during the last four weeks have shown a potential interest savings between 7% and 10% over the remaining sixteen year life of these bonds. Potential present value savings of reduced interest payments could range from $950,000 to $1.2 million.

In addition, the University has been investigating the construction of Phase I Greek Housing, which is estimated at $5.25 to $6.0 million total project cost depending on the scope of participation by fraternities in the first phase. While a tax exempt bond issue is an attractive option for financing this project because it allows the longest amortization period, it would add the cost of underwriting to the project. If the issuance of bonds for construction funds for the Greek Housing project were combined with a refinancing of the Series 2011 bonds, the cost of issuance attributed to the Greek Housing project would be reduced making it a more viable financing option.

Certain project costs are anticipated to occur now related to the planning and design of Greek housing on North Sprigg Street, such as architectural/engineering services. Bond issuance may be a viable long-term financing option for this project which may be approved by the Board in the future. The attached resolution (Attachment 1), which is required by Treasury Regulations, provides the University with the flexibility, but not the requirement, to be reimbursed for current project costs from future bond proceeds.

Recommended By:
Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement

Chairperson
Dean
Academic Council
Provost
President

Board Action on:
Motion By:
Second By:
Vote: Yeas: Nays:
Postpone:
Amend:
Disapprove:
Approve:
Secretary:
The second resolution (Attachment 2) allows the University to make arrangements for structuring and issuing bonds. In order to proceed with assessing the market conditions and viability of refinancing the Series 2011 bonds, or financing the Greek Housing project, it may be necessary for University administration to select and employ a municipal advisor or an underwriting firm and bond counsel to analyze financing structures. However, bonds shall not be issued and no contract for the sale of the bonds shall be entered into without further authorization by the Board of Regents.

Neither of these resolutions oblige the University to issue bonds in the future or require a specific amount of bonds to be issued. Both resolutions were provided by bond counsel.
OFFICIAL INTENT RESOLUTION

A RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE CERTAIN PROJECT COSTS WITH PROCEEDS OF BONDS

WHEREAS, Southeast Missouri State University (the "University"), is a duly organized and created body politic and state educational institution organized and existing under the Constitution and laws of the State of Missouri, acting by and through its Board of Regents (the "Board of Regents"); and

WHEREAS, under the Constitution and laws of the State of Missouri, the University is authorized to borrow moneys from time to time to fund certain projects; and

WHEREAS, the University has paid within 60 days prior to the date hereof and/or intends to pay, or cause an affiliate to pay, on or after the date hereof certain project costs, as herein described (hereinafter sometimes called "Original Expenditures"), and to reimburse the payment of such Original Expenditures with the proceeds of one or more series of bonds or other evidence of borrowing (the "Bonds") to be issued subsequent to the payment of such Original Expenditures; and

WHEREAS, the Board of Regents has determined that the funds to be advanced to pay Original Expenditures will be available only on a temporary basis and that it is necessary and desirable to declare the "official intent" of the University to reimburse Original Expenditures with the proceeds of such Bonds and otherwise to meet the requirements of Treasury Regulations § 1.150-2 (or successor provisions) promulgated under the Internal Revenue Code of 1986, as amended (the "Treasury Regulations").

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF SOUTHEAST MISSOURI STATE UNIVERSITY, AS FOLLOWS:

1. The University reasonably expects to advance, or cause an affiliate to advance, funds for Original Expenditures to pay costs in connection with the acquisition of property, demolition of existing improvements and construction, improvement and equipping of up to three group residential facilities, each with a capacity of 20-30 beds, a large meeting space and kitchen area and related improvements on the University's campus (the "Project").

2. The University reasonably expects that it or an affiliate will issue or cause the issuance of the Bonds for the purpose of financing the Project, with the maximum principal amount of the Bonds reasonably expected to be $6,000,000.

3. This resolution shall be in full force and effect from and after its passage and approval.

Passed this ___ day of February, 2015.

(SEAL)

(Vice) President of the Board of Regents

ATTEST:

Secretary of the Board of Regents
A RESOLUTION AUTHORIZING SOUTHEAST MISSOURI STATE UNIVERSITY (THE "UNIVERSITY") TO TAKE CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED ISSUANCE AND SALE OF BONDS OR OTHER OBLIGATIONS TO FINANCE THE CONSTRUCTION, IMPROVEMENT AND EQUIPPING OF GROUP RESIDENTIAL FACILITIES; AUTHORIZING AND APPROVING CERTAIN DOCUMENTS IN CONNECTION WITH THE ISSUANCE OF SAID BONDS OR OTHER OBLIGATIONS; AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION WITH THE ISSUANCE OF SAID BONDS OR OTHER OBLIGATIONS.

WHEREAS, the University is a state educational institution duly created, organized and existing under the laws of the State of Missouri; and

WHEREAS, the acquisition of property, demolition of existing improvements and construction, improvement and equipping of up to three group residential facilities, each with a capacity of 20-24 beds, a large meeting space and kitchen area and related improvements on the University's campus (the "Project"), is under consideration; and

WHEREAS, the Board of Regents of the University (the "Board") hereby finds and determines that it is necessary, advisable and in the best interest of the University and of its students to authorize the administration, officers, employees and agents of the University to take certain actions in connection with the Project as herein provided; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF SOUTHEAST MISSOURI STATE UNIVERSITY AS FOLLOWS:

Section 1. That the administration, officers, employees and agents of the University are hereby authorized and directed to proceed with developing plans and specifications for the Project and to proceed with site preparation and other similar preliminary work in connection with the Project.

Section 2. That the administration, officers, employees and agents of the University are hereby authorized and directed to proceed with developing a plan of financing for the costs of the Project through the issuance by or on behalf of the University or an affiliate of the University of bonds payable from the revenues of the Project or the University's revenue producing auxiliary facilities known as the "System Facilities", or lease financing obligations and/or other bonds or obligations in one or more series (the "Bonds").

Section 3. That the administration, officers, employees and agents of the University are hereby authorized and directed to take such further action to proceed with such financing including selection and employment of a financial advisor, if determined advisable, the selection of an underwriter in connection with the sale of the Bonds, and the employment of bond counsel and/or disclosure counsel for the Bonds, as well as the selection and employment of other financial and legal advisors to the University; provided, however, if the University or any of its property (including the revenues of the Project or the System Revenues) shall be pledged for the payment of the Bonds, the Bonds shall not be issued and no contract for the sale of the Bonds shall be entered into without further authorization by the Board of Regents.
Section 4. The administration, officers, employees and agents of the University are hereby authorized to contract with a bond insurance company for the issuance of a bond insurance policy guaranteeing the timely payment of the principal of and interest on the Bonds.

Section 5. The University hereby authorizes the use of a Preliminary Official Statement and an Official Statement setting forth information relating to the University, the Project and the Bonds in connection with the sale of the Bonds.

Section 6. Further Authority. The University shall, and the administration, officers, employees and agents of the University are hereby authorized and directed to, take such further action, and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 7. Effective Date. This Resolution shall take effect and be in full force immediately after its passage by the Board of Regents.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]
ADOPTED by the Board of Regents of Southeast Missouri State University this ___ day of February, 2015.

(Seal)                                                                                   (Vice) President of the Board of Regents

ATTEST:

___________________________________________
Secretary of the Board of Regents
Southeast Missouri State University

Presentation to the

Missouri House of Representatives Committee on Appropriations – Education

Kenneth W. Dobbins, President
February 2, 2015
# Enrollment Growth

*Enrollment Statistics*

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<td></td>
<td>9,352</td>
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<td>2,735 / 29%</td>
</tr>
</tbody>
</table>

### African American Student Enrollment

|            | 496       | 1023      | 504 / 106%           |

### Hispanic Student Enrollment

|            | 63        | 189       | 126 / 200%           |

### International Student Enrollment

|            | 247       | 1,100     | 853 / 345%           |
Online Student Credit Hours by Academic Year
Number of School Districts Participating in Dual Credit
Number of Students Enrolled in Dual Credit Courses

- Fall 2011: 573
- Fall 2012: 578
- Fall 2013: 883
- Fall 2014: 990
Access, Affordability, & Economic Development

- Southeast is graduating more students. A record-breaking 1,348 students graduated in May 2014 commencement ceremonies, an increase of more than 65% since 2008.

- 4,055 students or 34% of Southeast students receive Pell Grants
- 2,816 or 23% receive Access Missouri (to date)
- 1,089 or 9% receive $1.7 million in endowed scholarships from the Foundation

- AffordableCollegesOnline.org named Southeast to a list of the nation’s “Most Affordable Online Colleges.” Southeast is ranked 16th on the list of 54 colleges across the country

- Academic Program & Budget Review Committee processes

- Douglas C. Greene Center for Innovation & Entrepreneurship; Stamp Creative Arts Incubator

- Economic Impact
Partnerships

River Campus and Show Me Center with City of Cape Girardeau

Community College –

- MAC/Three Rivers
- West Plains Reverse Transfer
- AAS Dental Hygiene with MO Southern at Sikeston
- Articulation agreements
Thank You

Any Questions?
PROGRESS REPORT – Contracts and Facilities Management Projects

Part I – Contracts in Excess of $100,000

The following contract(s) and/or purchase order(s) in excess of $100,000 for which provisions have been made in the annual operations or capital budgets or designated fund balances of the University or subsequent projects approved by the Board of Regents were executed:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Vendor</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Show Me Center Facilities Upgrades – Roofing Package</td>
<td>Lakeside Roofing Company, Inc.</td>
<td>$1,838,829</td>
</tr>
<tr>
<td>Show Me Center Facility Upgrades</td>
<td>Kiefner Brothers Inc.</td>
<td>$1,869,000</td>
</tr>
<tr>
<td>Package 1 – Telescoping Seating</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Show Me Center Facility Upgrades</td>
<td>Kiefner Brothers, Inc.</td>
<td>$2,294,000</td>
</tr>
<tr>
<td>Package 2 – Scoreboard, Lighting, Sound</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Towers North HVAC Renovation A/E Services</td>
<td>The Lawrence Group</td>
<td>$211,100</td>
</tr>
</tbody>
</table>

Note: Show Me Center Phase 1 bids exceeded budget by $814,000. Depending on use of contingency funds and actual costs of Phase II projects, the internal loan repayment may need to be extended by 2 years in order to defray this cost.

Part II – Facilities Management Change Orders
in Excess of $20,000 or 15% of Project Cost

The following change order(s) in excess of $20,000 or 15% of project cost were executed:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Vendor</th>
<th>Description</th>
</tr>
</thead>
</table>
| Boiler Plant Stair and Exterior Improvements              | Kiefner Brothers, Inc.      | Install sleeves for irrigation into concrete walls and concrete paving in lieu of asphalt; revise concrete retaining wall due to unforeseen conditions; replace existing concrete at new overhead door area at coal pit roofed area; rework conduit and provide large junction box on northwest corner; modify sewer due to water main location; additional excavation and backfill to protect undocumented 8” water line at sidewalk location; install bridge footing for northwest stair wall over existing sewer pipe. | $18,052
<table>
<thead>
<tr>
<th>PROJECT</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kent Library Elevator and Restroom Renovations</td>
<td>Zoellner Construction Company</td>
<td>Add new circuit for phone bank.</td>
<td>$1,685</td>
</tr>
</tbody>
</table>

**Part III – Facilities Management Capital Projects Update Report**

**A. STATE FUNDED CAPITAL IMPROVEMENT PROJECTS**

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**B. LOCAL FUNDED AND MAINTENANCE & REPAIR CAPITAL IMPROVEMENTS OVER $50,000**

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. General Construction Contract 2014</td>
<td>Completed Cottonwood furniture relocation and remodel. Final review of the Kennett Restroom Repair was on February 11, 2015. Notice to Proceed was issued to Nip Kelley Equipment Co. for Repairs to Innovation Center Breezeway. Project scheduled for completion March 6, 2015.</td>
</tr>
<tr>
<td>2. Boiler Plant Stair and Exterior Improvements (10496)</td>
<td>Completed work on exterior building improvements. Weather delays extended substantial completion date of the stairs. Discussions are underway regarding an anticipated completion date.</td>
</tr>
<tr>
<td>Boiler Plant-Roof at Coal Pit (10496C)</td>
<td></td>
</tr>
<tr>
<td>3. Horticulture Incubator Lab - Kennett Regional Campus (10526)</td>
<td>Punch list inspection completed January 30, 2015 with numerous items identified and in the process of being addressed. Selected alternate VCT (vinyl composition tile) due to original selection being discontinued.</td>
</tr>
<tr>
<td>4. Kenneth W. and Jeanine Dobbins River Campus Center (10575)</td>
<td>Project is under warranty. VCT was placed on stair landings, installed Masonite on walls in the directing studio replacing the fibrous insulation, and replaced a cracked glass window in the hall director’s apartment. Adding additional ground level lighting at the West Wing, west elevation. Fabricating housing for the brick relief sculpture lighting in process.</td>
</tr>
<tr>
<td>6. Tennis Complex Renovations (10615)</td>
<td>Addressing Redhawk logo which has peeled up. The vendor believes peeling is due to the asphalt off-gassing. Reinstall will occur in 6 months.</td>
</tr>
<tr>
<td>7. Sikeston Irrigation (10647)</td>
<td>Project currently out for bid with opening date of February 27, 2015. Projected completion date is April 2015.</td>
</tr>
<tr>
<td>8. Memorial Hall Renovations (10661)</td>
<td>Project is under warranty.</td>
</tr>
<tr>
<td>PROJECT</td>
<td>STATUS</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>10. Rosengarten Video Tower (10667)</td>
<td>Project is under warranty.</td>
</tr>
<tr>
<td>11. Creative Labs Incubator (10676)</td>
<td>Construction is in progress. Electrical, HVAC, and plumbing rough-in continues. Drywall is being installed. Roof work is substantially complete. Exterior masonry repairs and waterproofing continues. Project scheduled to be complete March 15, 2015.</td>
</tr>
<tr>
<td>12. Rice Breeder Greenhouse at Southeast Missouri State University – Malden (10688)</td>
<td>Design contract was awarded to M² Architecture. Design is temporarily on hold awaiting information from Hummert, a greenhouse vendor so that project can stay within budget.</td>
</tr>
<tr>
<td>13. Campus Space Utilization Study (10706)</td>
<td>A/E services being procured to investigate recommendations for Grauel Building, Kent Library and Pacific Hall.</td>
</tr>
<tr>
<td>14. Greystone and Shivelpine House Improvements (10710)</td>
<td>Shivelpine work is under warranty.</td>
</tr>
<tr>
<td>15. Show Me Center Facility Upgrades (10711)</td>
<td>Roofing Package – Notice of Award was sent to Lakeside Roofing. Telescoping Seating Package – Issued Notice to Proceed to Kiefler Brothers, Inc. Scoreboard, AV, Sound, &amp; Lighting Package – Bid opening was held February 5, 2015 and are under review.</td>
</tr>
<tr>
<td>16. Abe Stuber Track Resurface/Renovation (10717)</td>
<td>Executed no cost change order for a time extension to March 1, 2015. Final surface application is weather dependent.</td>
</tr>
<tr>
<td>17. Student Recreation Center South Roof Replacement (10718)</td>
<td>Bid opening was held February, 18, 2015. Roof will be replaced in Summer of 2015.</td>
</tr>
<tr>
<td>18. Towers North HVAC Renovation (10739)</td>
<td>The Lawrence Group has completed their investigative work and is working on construction drawings. Work will begin Summer 2016.</td>
</tr>
<tr>
<td>19. Repairs to Houck Stadium South Press Box (10747)</td>
<td>Design drawings were received by DAI on January 29, 2015. Pre-bid meeting was held on February 9, 2015. Due to weather, bid opening was rescheduled for February 25, 2015.</td>
</tr>
<tr>
<td>21. Sewer Line Remediation-Group, Crisp, Dearmont (10762)</td>
<td>BRiC has completed their investigative work and is working on construction documents. Project is scheduled for completion by August 1, 2015.</td>
</tr>
<tr>
<td>22. Crime Lab DNA Space Renovation (10766)</td>
<td>Renovation requested by Missouri Highway Patrol. Selection of architect and engineer in progress.</td>
</tr>
</tbody>
</table>
### PROJECT

<table>
<thead>
<tr>
<th>Project</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>23. Greek Housing – Alumni Drive (10772)</td>
<td>A/E contract awarded to Hollis &amp; Miller Architects. Design concepts will be presented at February Board of Regents meeting. Notice to Proceed issued to Stock and Associates for geotech and surveying work.</td>
</tr>
<tr>
<td>24. 325 Broadway – Mass Media Renovations (10777)</td>
<td>Two floors of 325 Broadway will be renovated to accommodate The Arrow (student newspaper), public relations, advertising, and the Mass Communication TV/Film production. A kickoff meeting was held on February 11, 2015. A/E Contract has been issued to Archimages.</td>
</tr>
</tbody>
</table>

### Part IV – Other Capital Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Vendor</th>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
</table>
The attached 4-week census report showed increases for both undergraduate and graduate student enrollment in Spring 2015. Combined undergraduate and graduate headcount enrollment increased by more than 50 students from Spring 2014. In addition to seeing an increase in overall headcount enrollment, Southeast Missouri State University also saw an increase in full-time equivalent (FTE) enrollment for the Spring 2015 semester. Undergraduate FTE enrollment increased by 0.6% from 8,160.05 in Spring 2014 to 8,208.40 in Spring 2015, while graduate FTE enrollment saw a 6.0% increase from 614.59 to 651.75. Combined FTE enrollment for both undergraduate and graduate students increased by 1.0% to 8,860.15, an increase of 85.51 from a year ago.
# Southeast Missouri State University

## 4 Week Census Report

### UNDuplicated Count

#### Spring 2015 Semester

### Undergraduate Both On and Off Campus

<table>
<thead>
<tr>
<th></th>
<th>Headcount</th>
<th>Semester Credit Hours</th>
<th>Full Time Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full Time</td>
<td>Part Time</td>
<td>Total</td>
</tr>
<tr>
<td><strong>High School</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>7</td>
<td>791</td>
<td>798</td>
</tr>
<tr>
<td>2014</td>
<td>7</td>
<td>777</td>
<td>784</td>
</tr>
<tr>
<td>2013</td>
<td>3</td>
<td>561</td>
<td>564</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>0</td>
<td>14</td>
<td>14</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>0.0%</td>
<td>1.6%</td>
<td>1.6%</td>
</tr>
<tr>
<td><strong>Beginning Freshmen</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>145</td>
<td>20</td>
<td>165</td>
</tr>
<tr>
<td>2014</td>
<td>130</td>
<td>38</td>
<td>168</td>
</tr>
<tr>
<td>2013</td>
<td>128</td>
<td>39</td>
<td>167</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>15</td>
<td>-18</td>
<td>-3</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>11.5%</td>
<td>-47.4%</td>
<td>-1.6%</td>
</tr>
<tr>
<td><strong>Freshmen</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>1,531</td>
<td>160</td>
<td>1,691</td>
</tr>
<tr>
<td>2014</td>
<td>1,516</td>
<td>188</td>
<td>1,704</td>
</tr>
<tr>
<td>2013</td>
<td>1,627</td>
<td>213</td>
<td>1,840</td>
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<tr>
<td>Change 14-15</td>
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<td>-28</td>
<td>-13</td>
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<tr>
<td>% Change 14-15</td>
<td>1.0%</td>
<td>-14.9%</td>
<td>-0.8%</td>
</tr>
<tr>
<td><strong>Sophomores</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>1,567</td>
<td>243</td>
<td>1,810</td>
</tr>
<tr>
<td>2014</td>
<td>1,710</td>
<td>239</td>
<td>1,949</td>
</tr>
<tr>
<td>2013</td>
<td>1,682</td>
<td>255</td>
<td>1,937</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>-123</td>
<td>4</td>
<td>-119</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>-7.2%</td>
<td>1.7%</td>
<td>-6.1%</td>
</tr>
<tr>
<td><strong>Juniors</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>1,701</td>
<td>239</td>
<td>2,020</td>
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<tr>
<td>2014</td>
<td>1,633</td>
<td>272</td>
<td>1,905</td>
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<tr>
<td>2013</td>
<td>1,722</td>
<td>285</td>
<td>1,987</td>
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<td>148</td>
<td>-33</td>
<td>115</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>9.1%</td>
<td>-12.1%</td>
<td>6.0%</td>
</tr>
</tbody>
</table>

Note: Undergrad. FTE = Total Undergrad. Credit Hrs/15. Grad. FTE = Total Grad. Credit Hrs/12. Total FTE = Undergrad. FTE + Grad. FTE.

*Special* includes intensive English Program and others. *Visiting* includes Partnership students (beginning fall 2010) and others.
## Undergraduate Both on and Off Campus

<table>
<thead>
<tr>
<th></th>
<th>Headcount</th>
<th>Semester Credit Hours</th>
<th>Full Time Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full Time</td>
<td>Part Time</td>
<td>Total</td>
</tr>
<tr>
<td>Seniors</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>2,228</td>
<td>562</td>
<td>2,790</td>
</tr>
<tr>
<td>2014</td>
<td>2,258</td>
<td>516</td>
<td>2,774</td>
</tr>
<tr>
<td>2013</td>
<td>2,166</td>
<td>553</td>
<td>2,719</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>-30</td>
<td>46</td>
<td>16</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>-1.3%</td>
<td>8.9%</td>
<td>0.6%</td>
</tr>
<tr>
<td>Special</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>125</td>
<td>30</td>
<td>155</td>
</tr>
<tr>
<td>2014</td>
<td>133</td>
<td>16</td>
<td>149</td>
</tr>
<tr>
<td>2013</td>
<td>75</td>
<td>14</td>
<td>89</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>-8</td>
<td>14</td>
<td>6</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>-6.0%</td>
<td>87.5%</td>
<td>4.0%</td>
</tr>
<tr>
<td>2nd Degree</td>
<td></td>
<td></td>
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<tr>
<td>2015</td>
<td>85</td>
<td>146</td>
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<td>2013</td>
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<td>151</td>
<td>242</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>0.0%</td>
<td>1.4%</td>
<td>0.9%</td>
</tr>
<tr>
<td>Visiting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>57</td>
<td>194</td>
<td>251</td>
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<tr>
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<td>42</td>
<td>213</td>
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<tr>
<td>Change 14-15</td>
<td>15</td>
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<tr>
<td>% Change 14-15</td>
<td>35.7%</td>
<td>-8.9%</td>
<td>-1.6%</td>
</tr>
<tr>
<td>Total Undergraduate</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2015</td>
<td>7,546</td>
<td>2,387</td>
<td>9,933</td>
</tr>
<tr>
<td>2014</td>
<td>7,514</td>
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<tr>
<td>Change 14-15</td>
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<td>-18</td>
<td>14</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>0.4%</td>
<td>-0.7%</td>
<td>0.1%</td>
</tr>
</tbody>
</table>

Note: Undergrad. FTE = Total Undergrad. Credit Hrs/15. Grad. FTE = Total Grad. Credit Hrs/12. Total FTE = Undergrad. FTE + Grad. FTE.
Note: "Special" includes Intensive English Program and others. "Visiting" includes Partnership students (beginning fall 2010) and others.

Prepared by the Office of Institutional Research 2/18/2015
### GRADUATE BOTH ON AND OFF CAMPUS

<table>
<thead>
<tr>
<th></th>
<th>HEADCOUNT</th>
<th></th>
<th>SEMESTER CREDIT HOURS</th>
<th></th>
<th>FULL TIME EQUIVALENT</th>
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<td></td>
<td>FULL TIME</td>
<td>PART TIME</td>
<td>TOTAL</td>
<td>FULL TIME</td>
<td>PART TIME</td>
<td>TOTAL</td>
</tr>
<tr>
<td></td>
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<tr>
<td>Non Degree Unclassified</td>
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<td>119</td>
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<td>353.00</td>
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<td>6.00</td>
<td>79.00</td>
<td>85.00</td>
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<tr>
<td>% Change 14-15</td>
<td>100.0%</td>
<td>25.8%</td>
<td>26.6%</td>
<td>50.0%</td>
<td>27.1%</td>
<td>28.1%</td>
</tr>
<tr>
<td>Degree Seeking Masters</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>571</td>
<td>1,002</td>
<td>4,062.00</td>
<td>2,757.00</td>
<td>6,819.00</td>
</tr>
<tr>
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<td>385</td>
<td>570</td>
<td>955</td>
<td>3,581.00</td>
<td>2,702.00</td>
<td>6,283.00</td>
</tr>
<tr>
<td>2013</td>
<td>327</td>
<td>584</td>
<td>911</td>
<td>3,073.00</td>
<td>2,667.00</td>
<td>5,740.00</td>
</tr>
<tr>
<td>Change 14-15</td>
<td>46</td>
<td>1</td>
<td>47</td>
<td>481.00</td>
<td>55.00</td>
<td>536.00</td>
</tr>
<tr>
<td>% Change 14-15</td>
<td>11.9%</td>
<td>0.2%</td>
<td>4.9%</td>
<td>13.4%</td>
<td>2.0%</td>
<td>8.5%</td>
</tr>
<tr>
<td>Specialists</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2015</td>
<td>11</td>
<td>110</td>
<td>121</td>
<td>108.00</td>
<td>436.00</td>
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Note: Undergrad. FTE = Total Undergrad. Credit Hrs/15. Grad. FTE = Total Grad. Credit Hrs/12. Total FTE = Undergrad. FTE + Grad./FTE.
Note: *Special* includes intensive English Program and others. *Visiting* includes Partnership students (beginning fall 2010) and others.

Prepared by the Office of Institutional Research 2/18/2015
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</table>

Note: Undergrad. FTE = Total Undergrad. Credit Hrs/15. Grad. FTE = Total Grad. Credit Hrs/12. Total FTE = Undergrad. FTE + Grad. FTE.
Note: "Special" includes Intensive English Program and others. "Visiting" includes Partnership students (beginning fall 2010) and others.

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