



## NOTICE OF MEETING OF THE BOARD OF GOVERNORS

Notice is hereby given this sixteenth day of December 2021, that the Board of Governors of Southeast Missouri State University will convene at 9:00 a.m., on Friday, December 17, 2021, in Academic Hall Board Room on the main campus of Southeast Missouri State University, Cape Girardeau, Missouri.

The tentative agenda of this meeting is attached to this notice and includes a vote to close the meeting for consideration of matters authorized by statute, including:

- A. RSMo 610.021.1 – pertaining to legal actions, causes of action or litigation involving a public governmental body and confidential/privileged communications between the Board and its attorneys
- B. RSMo 610.021.2 – pertaining to leasing, purchase or sale of real estate by a public governmental body
- C. RSMo 610.021.3 – pertaining to the hiring, firing, disciplining or promotion of personnel
- D. RSMo 610.021.9 – pertaining to discussion of a public governmental body for negotiations with employee groups
- C. RSMo 610.021.13 – pertaining to personnel records, performance ratings

Representatives of the news media may obtain copies of this notice by contacting:

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Director, University Communications  
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573-651-2552

Christopher R. Martin  
Board of Governors' Secretary



**SOUTHEAST MISSOURI**  
**STATE UNIVERSITY • 1873®**

**BOARD OF GOVERNORS MEETING**  
**9:00 a.m., Friday, December 17, 2021**  
**Academic Hall Board Room\***

**Open Agenda**

**1. General Business**

*(Governor Gargas)*

a. Action Item(s)

- i. Welcome and Call to Order
- ii. Roll Call and Determination of Quorum
- iii. Review and Approve Consent Agenda
  1. Consideration of Approval of Minutes of September 23, 2021 Open Session Retreat and September 24, 2021 Open Session Meeting **(Attachment A)**
  2. Consideration of Approval of Appointment to Show Me Center Board of Managers **(Attachment B)**
  3. Consideration of Approval of Reappointment to River Campus Board of Managers **(Attachment C)**
  4. Consideration of Approval of Conferring Degrees for Fall 2021 **(Attachment D)**

**2. University President's Items**

*(University President Vargas)*

a. Action Item(s)

- i. Consideration of Approval of University Strategic Action Plan **(Attachment E)**

b. Report Item(s)/Information

- i. University President's Report
- ii. Department Update – Lift for Life Academy
- iii. Student Presentation **(Attachment F)**
- iv. Report from Student Government
- v. Report from Faculty Senate

**3. Academic & Student Engagement Committee**  
*(Governor Britt)*

a. Action Item(s)

- i. Consideration of Approval of Academic & Student Engagement Committee Charter **(Attachment G)**
- ii. Consideration of Approval of Academic Program Changes **(Attachment H)**
  - o College of Education, Health, and Human Studies:
    - Option Deletions for BS in Public Health
      - Delete BS Public Health: Health Policy and Management Option
      - Delete BS Public Health: Information Option
      - Delete BS Public Health: Nutrition Option
      - Delete BS Public Health: Social/Behavioral Option
      - Delete BS Public Health: Biology Option
  - o College of Education, Health and Human Studies: Delete Program for MA in Human Environmental Studies
  - o Harrison College of Business and Computing: New Undergraduate Certificate in Family Enterprise Management
  - o Harrison College of Business and Computing: Title Changes in Entrepreneurship & Corporate Innovation
    - Title Change: MBA Option in Entrepreneurship → Entrepreneurship & Corporate Innovation
    - Title Change: BSBA in Entrepreneurship → Entrepreneurship & Corporate Innovation
    - Title Change: Minor in Entrepreneurship → Entrepreneurship & Corporate Innovation

- Harrison College of Business and Computing: Certificate & Option Deletions and Title Changes in Healthcare Management
  - Delete Healthcare Management: General Certificate
  - Delete Healthcare Management: Quality & Patient Safety Certificate
  - Delete MS in Healthcare Management: Quality & Patient Safety Option
  - Delete MS in Healthcare Management: General Option
  - Title Change: BS in Healthcare Management: Quality & Patient Safety Option → Healthcare Quality Option
  - Title Change: BS in Healthcare Management: Informatics Option → Healthcare Informatics Option
- Harrison College of Business and Computing: Option Deletion for MBA
  - Delete MBA: Industrial Management Option
- Holland College of Arts & Media: New Undergraduate Certificate → Media for Managers
- Holland College of Arts & Media: New Option for BS in Mass Communications: Media Management Option

b. Report Item(s)/Information

- i. Academic & Student Engagement Committee Minutes – September 1, 2021 and September 16, 2021 (**Attachment I**)

**4. Finance & Audit Committee**  
(Governor Klocke)

a. Action Item(s)

- i. Consideration of Approval of Finance & Audit Committee Charter (**Attachment J**)
- ii. Consideration of Acceptance of Annual Audits from Rubin Brown for Year Ending June 30, 2021 (**Attachment K**)
  - Annual Financial Report
  - Single Audit Report on Schedule of Expenditures of Federal Awards
  - Systems Facilities Financial Report
  - Report on NCAA Independent Auditor's Report on Agreed Upon Procedures
- iii. Consideration of Approval of Revisions to Missouri Innovation Corporation By-Laws (**Attachment L**)
- iv. Consideration of Approval of Reappointments to Missouri Innovation Corporation Board of Directors (**Attachment M**)



- v. Consideration of Approval of Revised Master Operating Agreement between Southeast Missouri State University and Southeast Missouri University Foundation (**Attachment N**)
- vi. Consideration of Approval of Amended and Restated Bylaws of the Southeast Missouri University Foundation (**Attachment O**)
- b. Report Item(s)/Information
  - i. Progress Report on Contracts and Facilities Management (**Attachment P**)
  - ii. FY22 Operating Budget to Actual Report (**Attachment Q**)
  - iii. Finance & Audit Committee Minutes – August 30, 2021, September 20, 2021 and November 30, 2021 (**Attachment R**)

**5. General Business**  
*(Governor Gargas)*

- a. Action Item(s)
  - i. Convene Closed Session for Appropriation Considerations Pursuant to Sections 610.021 (1), (2), (3), (9), and/or (13) of the Revised Statutes of Missouri
  - ii. Reconvene Open Session
  - iii. Announcements of Actions Taken in Closed Session
  - iv. Adjourn Board of Governors Meeting
- b. Report Item(s)/Information
  - i. 2022 Board of Governors Meeting Dates (**Attachment S**)

**MINUTES OF THE OPEN SESSION  
OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
HELD ON THE  
TWENTY-THIRD DAY OF SEPTEMBER 2021**

The Board of Governors for Southeast Missouri State University held a Retreat and convened Open Session on Thursday, September 23, 2021, at approximately 8:33 a.m., in the University Center, Redhawks Room, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Mr. Edward P. Gargas, President of the Board of Governors called the meeting to order. Governors present were: Mr. Edward P. Gargas, President of the Board of Governors; Ms. Tina L. Klocke, Vice President of the Board of Governors; Mr. Phillip M. Britt; Mr. James P. Limbaugh; Mr. Vivek Malik; Mr. Lloyd F. Smith; and Ms. Lauren Kohn, Student Representative to the Board of Governors. Quorum having been established, Board President Gargas welcomed those in attendance and outlined the Board's agenda for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; members of Executive Staff, including, Dr. Mike Godard, Dr. Debbie Below, Dr. Trudy Lee, Mr. Brady Barke, Ms. Sonia Rucker, and Ms. Kathy Harper. Dr. Brad Sheriff, Board Treasurer; and Mr. Christopher R. Martin, Board Secretary were present too. Board President Gargas presided.

During brief welcome remarks, Board President Gargas noted that the meeting was the first official convening of the University's Board of Governors. He noted that the passage and implementation of legislation designating Southeast Missouri State University as an institution of higher education with a statewide mission in visual and performing arts, computer science and cybersecurity, triggered a transition from a Board of Regents to Board of Governors effective August 28, 2021 pursuant to the Revised Statutes of Missouri. Following some congratulatory words from others, the Board proceeded with its business.

**OVERVIEW OF COVID-19 FUNDS**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance and Administration to provide an overview of COVID-19 funds received by the university.

Dr. Sheriff noted that the University has received approximately \$48 million in funds from multiple sources, broken down as follows:

- CARES (HEERF I) – Institutional: \$3,415,107
- CARES (HEERF I) – Student: \$3,415,107
- CRRSA (HEERF II) – Institutional: \$8,095,238
- CRRSA (HEERF II) – Student: \$3,415,107
- ARP (HEERF III) – Institutional: \$10,011,289
- ARP (HEERF III) – Student: \$10,416,123
- CARES (SIP I): \$339,807
- CRRSAA (SIP II): \$487,092

- ARIP (SIP III): \$903,042
- GEER (State): \$927,399
- CRF (State) Remote Learning: \$448,110
- CRF (State) Response: \$5,027,057
- CRF (County): \$348,606
- Shuttle Grant: \$691,862
- USYC Grant: \$28,213
- Horizons Grant: \$31,214
- KRCU Grant: \$312,442

Some examples of how the funds were used, include, but were not limited to: recovering lost revenue, COVID-19 mitigation and prevention, equipment for various academic programs, and equipment and associated costs to support remote access.

Following Dr. Sheriff's presentation on receipt of funds and their allowable use, the Board engaged in discussion.

Governor Limbaugh asked Dr. Sheriff to clarify the purpose of providing more than \$17 million to students. In response, Dr. Sheriff shared that they were federal dollars provided to the institution for distribution to the students to provide relief from the coronavirus. In follow-up, Governor Limbaugh asked whether anyone monitors the disbursements. Dr. Sheriff stated that the University followed the guidance provided by the appropriate funding program and the federal government and in some cases where institutions were given flexibility to determine the methodology for distribution, Southeast did so. At the end of this discussion, Student Representative Kohn commented that the aid proved helpful to many students.

Governor Smith sought additional information regarding the most recent funds received by the University. Dr. Sheriff advised that the University at the time had approximately \$8 million of the \$10 million HEERF III remaining. He went on to share that institutions must do two things (1) reach out to all FASFA holders that are on file to let them know that if their financial circumstances changed as a result of the pandemic they should refile their FASFA; and (2) spend resources on proven pandemic prevention measures such as testing and hosting vaccine clinics. Dr. Sheriff also noted that schools are encouraged to reach out to students that left school since March 2020 or that may have a hold on their account, and that Southeast would be doing this.

In follow-up Governor Smith asked what restrictions are placed on the remaining available funds. In reply, Dr. Sheriff noted that capital expenditures are mostly excluded, however, there are some things the institution may be able to do related to HVAC-related items. Concluding his inquiry, Governor Smith asked institutional leaders to share whether conversations had been had with the state about any resources they may provide institutions of higher education from COVID funds received at the state level. University President and Mr. Chris Martin, Chief of Staff, summarized on-going discussions with peer institutions and the Missouri Department of Higher Education and Workforce Development on this topic.

To close discussion, Governors Klocke and Malik asked questions. Governor Klocke asked whether any of the funds could be applied to salaries to which Dr. Sheriff stated only if the costs are reimbursing for work that was directly related to the pandemic. Governor Malik asked if there is a deadline on spending authority. Dr. Sheriff noted that the University is monitoring all deadlines and will continue to keep the board updated.

### **REPORT ON CAMPUS DEFERRED MAINTENANCE**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance and Administration to provide a report on campus deferred maintenance.

Dr. Sheriff noted that the University has 64 Education and General (E&G) Buildings to maintain, totalling nearly 1.8 million sf. The University has 35 Auxiliary Buildings accounting for another approximately 1.5 million sf. The University's physical plant also includes nearly 3.5 million sf of paved roads, sidewalks, paved parking lots, and gravel parking lots. He also talked briefly about the University's tunnels. Dr. Sheriff noted that while he discussed things like roads and sidewalks, they are excluded from the campus' more than \$260 million.

Dr. Sheriff briefly recapped a 2018 facilities study completed by the Missouri Department of Higher Education and Workforce Development (DHEWD) that showed seven schools with more E&G square footage than Southeast and five schools that had more E&G deferred maintenance than Southeast. He noted the states investment in capital projects at institutions, sharing that Southeast had been appropriated close to \$20 million in capital improvements funding since Fiscal Year 2010 but that nearly \$7 million of it had been vetoed or withheld.

Dr. Sheriff then shared other sources that can fund capital improvements, such as bonds, operating dollars, and philanthropy. He noted that since 2016, the University has invested approximately \$17 million in deferred maintenance for E&G facilities and another \$13 million for Auxiliaries, which included funds to support the University's Greek Village.

Following Dr. Sheriff's presentation, the Board engaged in discussion.

Governor Limbaugh asked whether the University's Facilities Management (FM) department is given funds to support projects at the beginning of the year or whether funds are disbursed in some other fashion. In reply, Dr. Sheriff shared that FM is provided with resources at the beginning of the fiscal year on July 1 to budget and spend through June 30.

Governor Smith inquired whether projects are prioritized. Dr. Sheriff commented that FM will begin producing a rolling 3-year capital plan that will be prioritized by facilities risk. Once the plan is developed, the University will then need to have a discussion about how to pay for it.

Governor Malik asked for clarification on the campus' \$260 million deferred maintenance total. Dr. Sheriff noted that the amount had changed over time and that while it was lower a couple of years ago, the increased total is the result of more work being deferred and the escalation of various costs over the years. Continuing his inquiry, Governor Malik asked whether institutional leaders had contacted other schools in the state in response to the 2018 DHEWD report to see

how they are handling deferred maintenance challenges. In response, Dr. Sheriff cautioned Board members from drawing direct comparisons, even to like size schools, because each institution approaches deferred maintenance and funding thereof differently. Concluding his comments, Governor Malik encouraged administration to continue working to address deferred maintenance needs and also focus on campus beautification efforts to ensure Southeast remains a vibrant campus.

Governor Limbaugh asked Dr. Sheriff to share information regarding the University's bond debt. Dr. Sheriff shared that bond debt currently totals about \$147 million. In a final comment, Governor Limbaugh encouraged University leaders not to lose sight on deferred maintenance needs related to athletics projects, particularly because athletics is not an auxiliary at Southeast.

To close out the discussion, University President Vargas thanked the Board for their engagement on the topic and stated that deferred maintenance continues to be a topic of much discussion at the state level and with colleagues at other institutions and that it will continue to be a focus for Southeast.

#### **CONSIDERATION OF MOTION FOR CLOSED SESSION**

A motion was made by Governor Limbaugh and seconded by Governor Britt to recess the Open Session and convene Closed Session for discussion of items related to a negotiated contract pursuant to Section 610.021(12) of the Revised Statutes of Missouri.

A roll call vote was taken. Voting in favor were Governor Britt, Gargas, Klocke, Limbaugh, Malik, and Smith. The motion carried.

The Open Session was recessed at approximately 10:10 a.m.

#### **ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

Upon reconvening the Open Session at approximately 11:40 a.m. Board President Gargas called on Secretary Martin to make the following announcements regarding the Board's Closed Session. Secretary Martin noted that the Board had discussion on an unexecuted contract pursuant to Section 610.021(12) of the Revised Statutes of Missouri and that no votes were taken.

#### **COMPREHENSIVE CAMPAIGN PLANNING OVERVIEW**

Board President Gargas called on Dr. Trudy Lee, Vice President of University Advancement, to provide an update on planning underway for a possible comprehensive fundraising campaign.

Dr. Lee reminded the Board of updates she has shared at previous Board meetings, and recapped initiatives implemented by University Advancement in recent years related to database migrations, alumni and donor outreach, and efforts to better support College and department/unit-level fundraising plans.

Following her remarks, Dr. Lee introduced Mr. Andrew Allred, Senior Vice President, Grenzebach Glier and Associates (GG+A). She noted that Andrew and the GG+A team have been supporting the University over the last couple of years with some of the work related to University Advancement and that they currently assisting in efforts related to a possible comprehensive fundraising campaign. Mr. Allred thanked the Board for their commitment to the University and for the opportunity to visit with them.

During some brief discussion, members of the Board thanked Dr. Lee and Mr. Allred for their work to position Southeast for success and encouraged them to continue exploring opportunities to enhance philanthropic opportunities for individuals interested in supporting the university.

### **STRATEGIC ACTION PLAN UPDATE**

Board President Gargas called upon Dr. Mike Godard, Provost, and Dr. Debbie Below, Vice President of Enrollment Management and Student Success for an update on the development of the University's Strategic Action Plan (SAP).

Prior to beginning their comments, Dr. Godard and Dr. Below introduced Dr. David Attis from EAB, who is one of two external facilitators helping guide the University through the Strategic Action Plan process. Dr. Godard reminded the Board of the SAP planning Committee and the work that has been completed to date. He stated that the SAP remains on track for final presentation to the Board at its December 17 meeting. Dr. Below recapped meetings and other outreach activities designed to solicit and receive feedback on the draft SAP from faculty, staff, students, alumni and members of the community. In response to a question from Governor Smith, Dr. Godard noted that regional campuses were included in the outreach and that he had met with all regional campus staff, that the faculty at regional campuses had a chance to participate in campus forums, and that the SAP email address was available to them for feedback too.

Following remarks from Dr. Godard and Dr. Below, Dr. Attis shared some general comments about the goals of strategic planning and reviewed enrollment trends and other higher education-related data at institutions of higher education in Missouri and throughout the United States. He noted that things institutions like Southeast and others must continue to address include, but are not limited to, student support, academic support, instructional delivery, public perception, demographic trends, personalization of the customer experience, increased demand for mental health services, and much more. Dr. Attis reflected on the proposed outcomes of Southeast's draft SAP – post-graduation outcomes, enrollment, and investment in strategic priorities – are all appropriate and commended the SAP Committee for its work.

Concluding the discussion, Dr. Below reiterated Dr. Godard's earlier comments that the SAP work remains on track for completion by the Board's December 17 meeting.

**CONSIDERATION OF MOTION TO ADJOURN/RECESS**

A motion was made by Governor Klocke and seconded by Governor Malik to adjourn/recess the meeting, noting the Board would convene for general business on Friday, September 24 at 9:00 a.m. The motion carried unanimously.

The meeting adjourned at approximately 3:45 p.m.

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Christopher R. Martin  
Secretary, Board of Governors

**APPROVED:**

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Edward P. Gargas  
President, Board of Governors  
Southeast Missouri State University

**MINUTES OF THE OPEN SESSION  
OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
HELD ON THE  
TWENTY-FOURTH DAY OF SEPTEMBER 2021**

The Board of Governors for Southeast Missouri State University convened Open Session on Friday, September 24, 2021, at approximately 9:02 a.m., in the Academic Hall Board Room, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Mr. Edward P. Gargas, President of the Board of Governors called the meeting to order. Governors present were: Mr. Edward P. Gargas, President of the Board of Governors; Ms. Tina L. Klocke, Vice President of the Board of Governors; Mr. Phillip M. Britt; Mr. James P. Limbaugh; Mr. Vivek Malik; Mr. Lloyd F. Smith; and Ms. Lauren Kohn, Student Representative to the Board of Governors. Quorum having been established, Board President Gargas welcomed those in attendance and outlined the Board's various agendas for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; members of Executive Staff, including, Dr. Mike Godard, Dr. Debbie Below, Mr. Brady Barke, Dr. Trudy Lee, and Ms. Kathy Harper. Other attendees included: Dr. Laura Hatcher, Chair of Faculty Senate; Ms. Layla Bouzihay, President of Student Government; and a representative from *The Arrow*. Dr. Brad Sheriff, Board Treasurer; Mr. Christopher R. Martin, Board Secretary; and Mr. Al Spradling, Legal Counsel were present too. Board President Gargas presided.

During brief welcome remarks, Board President Gargas commented on the Board's transition from a Board of Regents to a Board of Governors. He noted that the passage and implementation of legislation designating Southeast Missouri State University as an institution of higher education with a statewide mission in visual and performing arts, computer science and cybersecurity, prompted the change, which was effective August 28, 2021, pursuant to the Revised Statutes of Missouri. Following some congratulatory words from others, the Board proceeded with its business.

**CONSIDERATION OF APPROVAL OF MINUTES**

Board President Gargas introduced consideration of approval of the Open Session Minutes from the Board's June 24, June 25 and July 27 meetings.

A motion was made by Governor Limbaugh and seconded by Governor Malik to approve the minutes of the Board's June 24, June 25 and July 27, 2021 Open Session Meetings. [Attachment A]. The motion carried unanimously.

**UNIVERSITY PRESIDENT'S REPORT**

Board President Gargas called upon University President Vargas to deliver his University President's Report. University President Vargas referred Governors to a print-out of division



highlights and accomplishments as provided by members of Executive Staff, which included the following:

- HB 297, which designates Southeast as an institution of higher education with a state-wide mission in visual and performing arts, computer science, and cybersecurity, was signed into law by Governor Parson on July 13, 2021. It took effect August 28, 2021. With the adoption of a statewide mission designation, the Board of Regents is now a Board of Governors per statute. HB 297 was sponsored by Rep. Wayne Wallingford in the House and carried by Sen. Holly Rehder in the Senate.
- The University is continuing conversations with regional business leaders and community stakeholders to identify opportunities to increase workforce training and talent attainment throughout southeast Missouri. Most recent activities have included a discussion with the Missouri Department of Higher Education updating them on our activities, conversations with some local legislators, and a second visit to Ranken Technical College.
- The table below provides a sample summary of activities, events, and meetings that the University President engaged in since the last Board meeting:

Engagement	No. of Engagements	Sampling of Engagements
Student Events	10	SGA and student organization meetings, welcome back events, move-in activities, new student orientation, professional pilot event
OVC Meetings	5	Committees & Presidents'
Community Visits/Events	27	Meetings with members of the community, industry tours, appreciation events, alumni events, donor visits
Legislative Outreach & State Higher Ed Meetings	8	HB 297 signing, COPHE, Commissioner's Advisory Group, CBHE, meetings with Legislators, MAC articulations
Board Meetings	9	MAGNET, Cape Chamber, NCAA, ACE

- The College of Education, Health and Human Studies has initiated multiple activities to enhance interaction between Lift for Life Academy (LFLA) and the faculty, staff, and students of the University. The Dean of the College attends LFLA Board Meetings and engages the administration regularly either through the Charter School Liaison or directly. The Dean of EHHS also attends graduation ceremonies each spring. Additionally, the Charter School Liaison has regular meetings with the administrators and staff, is on site on a regular basis each week, and engages the board through attendance at each committee and board meeting. Dr. Shonta Smith, Professor and Chair of Elementary, Early, and Special Education, serves on the Education Committee for LFLA

- The College of Education, Health and Human Studies visit LFLA on September 21. This meeting allowed for new administrators in the Education Preparation Programs to engage with LFLA faculty and staff. The Dean, interim Associate Dean, and chairpersons for education departments toured the school and had discussions with faculty and administrators designed to enhance working relationships and to identify those areas where the University faculty can assist the school. Upcoming discussions with LFLA will focus on developing the Grow Your Own Teacher programs, as well as enhanced dual credit opportunities, and increasing the number of student-teacher placements made at LFLA.
- Multiple departments at Southeast, beyond education, continue to explore opportunities for engagement with LFLA. Later this year the Communication Disorders faculty and graduate students will be at LFLA to conduct speech and hearing assessments on the elementary schools students. Dr. Sophia Han (music Assistant Professor) joined the orchestra at LFLA and visited with other music classes taught by Ms. Diondria Woodhouse. Ms. Amber Cook (theatre and dance designer and Associate Professor) and Dean Rhonda Weller-Stilson, Holland College of Arts and Media are working with LFLA staff and faculty to explore more ways to collaborate in the arts. Finally, Monica R. Butler from The Butler Group has started a film studio in St. Louis and she has been visiting LFLA and wants to explore a partnership with Southeast and LFLA on film camps for their students in the summer.
- The Educator Preparation Program (EPP) is working to increase Grow Your Own Teacher collaborations with area school districts. EPP's efforts have been ongoing for the last year and half. The Missouri Department of Elementary and Secondary Education (DESE) has provided funds to districts for Grow Your Own in this year's budget to address qualified teacher shortages across the state. The focus of the Grow Your Own efforts is to not only increase enrollment in EPP but also to improve diversity in these programs.
- Dr. Steven J. Hoffman, professor of History at Southeast Missouri State University, and coordinator of the Historic Preservation program, has been named director of the Bollinger Center for Regional History.
- A significant upgrade occurred over the summer to the University's remote course delivery capabilities at the regional campuses in Kennett and Sikeston. Information Technology worked to convert dozens of rooms from iTV to Zoom delivery format, which is a more cost-effective solution and has more modern options, such as the ability to connect remotely outside a classroom. Included in the upgrades were a number of new projectors (replacing TVs), screens, microphones, and similar telecommunications equipment.
- The Southeast Marching Band is the largest it has been since 1985 with 150 musicians and 20 color guard members. The band is under the direction of Dr. Jim Daughters, our newest faculty member in music.
- We have approximately 30 students currently flying within the Bachelor of Science Professional Pilot program. Most students are working through the FAA private pilot certifications, and a few are working on the instrument certification. A welcome event was held at the airport the weekend before classes started to provide students an opportunity to meet their instructors both from US Aviation and SEMO.

- Five departmental faculty are participating in planning for our SEMO Space Week, which is scheduled for the week of November 8. Activities will include night sky viewing in cooperation with Notre Dame High School, as well as other events. We are also scheduling several dates for our PH109/009 students to visit the Notre Dame observatory for night sky viewing throughout the semester.
- The University returned to a traditional Opening Week experience for students in Fall 2021, with some safety modifications to prevent the spread of COVID-19. These in-person activities included the new student move-in process, an outdoor Move-In Bash, New Student Convocation, college and department meetings, the Ice Cream Pig Out, the Welcome Back Picnic, and several academic and student engagement activities. Unfortunately, many of these events were offered in a remote format or not offered due to social distancing limitations in Fall 2020.
- A Returning Student Counselor has been hired to manage a program to reengage Southeast students who left the University without graduating during the COVID-19 pandemic. This initiative is funded through HEERF institutional funds for a one-year term. This counselor will communicate the timeline to students for readmission, advising, registration, financial aid, and payment processes. They will also monitor student progress and intervene with students who have enrolled as needed.
- The Bachelor of Science Professional Pilot welcomed an inaugural class of 35 majors in fall 2021. The program enrollment is comprised of eight continuing students, 1 returning student, seven new transfer students and 19 beginning freshmen, including Amirah Douglas, a 2021 graduate of Lift for Life Academy.
- On August 26, President Vargas announced the Great SEMO Vaccine Give Away Get Away initiative. The program is designed to encourage students, faculty and staff to become vaccinated to prevent the spread of COVID-19. If the university achieves a 70% vaccination rate among students, faculty and staff by November 1, 2021, classes scheduled for November 22 and 23 will be cancelled and offices will be closed November 22-26. The University is hosting several vaccine clinics to make it convenient for students and employees to receive the vaccine.
- On Saturday, September 11th, 2021, the Mu Kappa Chapter of Sigma Nu held a service event in honor of the 13 recently fallen service members in Afghanistan. Members of the fraternity walked 13km, one for each of the fallen service members, over 8 miles, with sorority members and members of the community at Capaha Park. Justin Luna, a member of the Army National Guard ROTC program at Southeast, and a member of Sigma Nu, and Brandon Vogt, Service Chairman of the chapter, took the lead on planning this event. Vogt, a sophomore at Southeast, attended the same high school as one of the 13 service members, Jared Schmitz. The chapter raised over \$1700 for the Jared Schmitz Memorial Fund.
- Laney Malloy, a senior from Roselle, Illinois, received the Sports Imports/American Volleyball Coaches Association (AVCA) Division I National Player of the Week. She is the second player ever from SEMO to earn Sports Imports/AVCA Division I National Player of the Week.
- On Sunday, September 19 Redhawks women's soccer hosted its annual Meg Herndon game. The annual game not only celebrates Meg's life and legacy, but it also raises awareness for organ and tissue donation. At the game, the Herndon Family presented

Redhawks Athletics with a check for \$10,000 for the Meghan Herndon Memorial Endowed Scholarship Fund.

- On Tuesday, October 5<sup>th</sup>, 2021 the Alumni Association will be hosting St. Louis area alumni and friends at Urban Chestnut Midtown Brewery in St. Louis, MO from 6 – 8 p.m. This is a free event with appetizers and a drink provided by the Alumni Association.
- Homecoming Week 2021 will be taking place from October 25-30 and will feature events and activities for alumni to reconnect with the friends and traditions that make Southeast a special place for them. Kicking off the week on Monday, Oct. 25 from 9:30 – 11 a.m. will be the Retired Faculty and Staff Homecoming Celebration Brunch. This event is set to take place in Wehking Alumni Center's Kem Statuary Hall. Later in the week the Copper Dome Society and Alumni Awards Dinner will take place on Friday, Oct. 29 at 6 p.m. This year's event will feature alumni award recipients and Friends of the University from 2020 and 2021 receiving their awards and being recognized for their achievements. On Saturday, Oct. 30 beginning at 8 a.m. the Alumni Association welcomes alumni to Kem Statuary Hall for a drop-in event Coffee, Cocoa, and Cookies event where alumni can gather, network, and get information about the remainder of the day's events, such as: 1970 & 1971 Class Reunion (9 a.m.), Homecoming Parade (9:30 a.m.), Academic Hall Dome Tours (10 – 11:30 a.m.), Alumni Association Tailgating Tent (11 a.m.), Veteran's Plaza Gathering of Remembrance (11:30 a.m.), and the Homecoming football game (1 p.m.).

### **REPORT FROM STUDENT GOVERNMENT**

University President Vargas introduced Ms. Layla Bouzihay, Student Government Association (SGA) President to provide an update to the Board.

Ms. Bouzihay shared that SGA recently held its first meeting of the 2021-2022 year and that SGA representatives are beginning to meet with leaders of various divisions and units on campus to introduce themselves and facilitate engagement. She noted that SGA is actively working with University Marketing and others to promote information related to COVID-19 and the COVID-19 vaccine, and SGA leadership is discussing how they can support the process to recommend a new Student Representative to the Board of Governors in anticipation of Student Representative Kohn's term expiring later in the year.

### **REPORT FROM FACULTY SENATE**

University President Vargas introduced Dr. Laura Hatcher, Chair of Faculty Senate to provide comments to the Board.

Beginning her remarks, Dr. Hatcher thanked the Board of the opportunity to visit with them and shared that Faculty Senate has begun to meet and recapped briefly the Senate's first two meetings. The first meeting included a discussion with Dr. Mike Godard, Provost, to review the draft University Strategic Action Plan. She noted that this discussion also included Deans and Department Chairs, which was the first time in a couple of years that the Faculty Senate had invited Deans and Chairs to participate in a discussion. Dr. Hatcher commented that feedback from faculty regarding the draft University Strategic Action Plan has been positive and that

faculty are pleased that the process has included several stakeholders from across campus and that there have been many opportunities for individuals to offer feedback. The second meeting included a discussion on attendance policies, which was requested by staff in Student Financial Services, and the Senate also reviewed some policies that could better support veterans' students. Looking ahead, Dr. Hatcher shared that the Senate would be working on revisions to its conflict of interest policy.

Following the report, Dr. Hatcher engaged in discussion with the Board.

Governor Limbaugh thanked Dr. Hatcher for her report and said he was pleased to hear faculty are positive and upbeat at the beginning of the semester. He commended her for her leadership, noting that groups often reflect their leaders, and said he looks forward to future updates. In a question, Governor Limbaugh asked Dr. Hatcher what reaction, if any, that faculty have to the draft University Strategic Action Plan. In response, Dr. Hatcher stated that faculty have been participating in the process and that faculty appreciate that Provost Godard visited every College and gave them the opportunity to provide feedback. She also noted that faculty participated in campus open forums on the topic and appreciate that University administration has provided opportunities for acting input in meaningful ways.

### **FALL 2021 CENSUS REPORT**

Board President Gargas called upon Dr. Debbie Below, Vice President of Enrollment Management and Student Success, to provide an update on fall 2021 enrollment.

Dr. Below reviewed fall 2021 enrollment data and noted that the summary now includes a multi-year history for comparison. She stated that the fall 2021 census was measured on Tuesday, September 21. Some highlights reviewed:

- The University's retention rate is 74%. While lower than the previous year, it is in line with historical rates and was likely influenced by various considerations and impacts on students and their families of COVID-19.
- The University's six year graduation rate improved.
- Overall headcount has stabilized, declining only about 1% compared to the previous year. This is better than the budgeted decline, which was projected to be as high as 4.1%.
- Graduate headcount grew by 14%, and graduate FTE by 19%.
- Students who identify as minority make up 15% of the University's student body.
- International students represent about 60 countries and make up about 7% of the University's total enrollment.

Following Dr. Below's report, she engaged in discussion with the Board.

Beginning the discussion, Governor Limbaugh asked for information related to enrollment in Butler County and what factors, if any, may effect our ability to attract students from that area. In reply, Dr. Below reviewed some statistics and noted that Three Rivers College and their ability

to accept A+, along with increased recruiting efforts of Arkansas State University, are factors that affect enrollments from Butler County.

Governor Malik raised questions regarding various enrollment groups. Looking broadly, he asked how the University could enhance its strategies to attract more traditional, first-time undergraduate students. Dr. Below reiterated that while the University saw fewer recent high school graduates enroll, it did see an increase in enrollments of students that were at least one year removed from high school. She also shared information on recruitment efforts such as in-person visits, and engagement with counselors and other school officials. Governor Malik then inquired about growth in graduate enrollment and asked whether it was driven by particular academic programs. In reply, Dr. Below stated that graduate programs in Applied Computer Science and Cybersecurity fueled much of the graduate growth.

Governor Klocke thanked Dr. Below for including a multi-year history in her comparison and asked if future updates could include a comparison of enrollment by demographics over to provide the Board better insight into where are students are coming from. Dr. Below stated this is something she will work to address.

In follow-up to Governor Klocke's inquiry, Governor Smith stated that it would be helpful to know where students are coming from because there is a sense that Southeast is sometimes at a disadvantage due to its proximity to other out-of-state schools in Kentucky, Arkansas and Illinois. Dr. Below confirmed the reality of competition with out-of-state schools.

To conclude discussion, Governor Limbaugh asked if future enrollment reports could include a summary of top feeder schools so that the Board can better understand the recruitment landscape and look at what opportunities there may be to cultivate and grow enrollments in areas where there are already strong relationships. Dr. Below noted this is something they would consider.

## **PROGRESS REPORT ON CONTRACTS AND FACILITIES MANAGEMENT**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance Administration, to provide a progress report update on Contracts and Facilities Management Projects. [Attachment B].

Vice President Sheriff provided a brief report providing highlights on the following projects: fire alarm repairs, tunnels, drainage issues at the track, flooring replacement in Vandiver Hall and Group Housing, installation of hydration stations, and the River Campus expansion project.

## **OPERATING BUDGET TO ACTUAL REPORT**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance Administration, to provide the Operating Budget to Actual Report. [Attachment C].

Dr. Sheriff called the Board's attention to the information outlined in Attachment C and proceeded to review a final FY21 Budget to Actual Report and shared some insights on initial observations for FY22.

With regard to FY21, Dr. Sheriff noted that the numbers provided are unaudited, and reminded the Board the University audit is ongoing and would be presented to the Board at its December 17, 2021 meeting. He made some comments about better-than-expected state appropriations, the impact that market conditions had on investments, the support provided by the Southeast Missouri University Foundation, improved athletics revenues, and several categories of expenses that were below the previous years. Dr. Sheriff stated that the University ended FY21 in a surplus, as opposed to the projected deficit. Before reviewing initial FY22 information, Dr. Sheriff paused for questions from the Board.

Governor Klocke asked if any of the surplus included COVID funds, to which Dr. Sheriff said it did not. Continuing her inquiry, Governor Klocke asked whether the University's external auditors will offer any comments or analysis of COVID funds received by the University. In response, Dr. Sheriff advised that conversations on the topic are on-going with the auditors. In a final comment, Governor Klocke commented on the importance of calculating and tracking reserve funds for the University's self-insurance plan. Dr. Sheriff stated that the University is monitoring claims data and that the institution has been able to set aside \$1.5 million to date for reserves. He shared that he is discussing with University President Vargas ways in which to keep the Board better updated on the transition to self-insurance and future plan design considerations.

Following up on Governor Klocke's remarks related to self-insurance, Governor Smith asked where the University uses a formula to determine self-insurance reserves. Dr. Sheriff responded that the University is continuing to build its reserves, and that at some point in the future there will likely need to be conversations with industry experts about how to position the University for success going forward. In response to a related question from Governor Gargas, Dr. Sheriff stated that Sonus Benefits assisted the University in its transition to self-insurance and that they continue to offer guidance.

Governor Limbaugh inquired whether the better-than-expected state appropriations are one-time funds or funds the University can expect on a recurring basis. In response, Dr. Sheriff stated that the funds have been budgeted as a recurring source of income. In follow-up, Governor Limbaugh asked if the increased state appropriations are the result of COVID funds received by the state, to which Dr. Sheriff commented they are not, but rather, likely the result of improved revenue collections and other variables.

A final inquiry on the FY21 report came from Governor Malik who asked for clarification on what is included in the equipment and operations category. Dr. Sheriff stated the category includes everything but personnel, supplies, travel, and equipment expenditures. Governor Malik thanked him for his response and stated he would like to see something included in future reports that addresses maintenance and infrastructure if possible.

Following the FY21 discussion, Dr. Sheriff offered some brief observations on the FY22 budget to actual report. He reviewed items related to state appropriations, scholarships and fee waivers, sales and services, athletics, wages and benefits, and transfers. Dr. Sheriff advised the Board that the institution is currently ahead in its projections for FY22.

### **CONSIDERATION OF MOTION FOR CLOSED SESSION**

A motion was made by Governor Klocke and seconded by Governor Malik to recess the Open Session and convene Closed Session for the consideration of the following:

- 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 610.021.12 – pertaining to a negotiated contract

A roll call vote was taken. Voting in favor were Governors Britt, Gargas, Klocke, Limbaugh, Malik, and Smith. The motion carried.

The Open Session was recessed at approximately 10:22 a.m.

### **ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

Upon reconvening the Open Session at approximately 12:32 p.m. Board President Gargas called on Secretary Martin to make the following announcements regarding the Board's Closed and Closed Executive Sessions:

#### **During Closed Session the Board of Governors took the following action:**

- By a vote of 6 to 0 the Board approved the minutes of the Board's June 24 and July 27, 2021 closed session meetings. Governors Britt, Gargas, Klocke, Limbaugh, Malik, and Smith voted to approve.
- By a vote of 6 to 0 the Board approved the minutes of the Board's June 24, June 25 and July 27, 2021 closed executive session meetings. Governors Britt, Gargas, Klocke, Limbaugh, Malik, and Smith voted to approve.
- Pursuant to RSMo 610.021.3 pertaining to hiring, firing, disciplining or promotion of personnel and by a vote of 6 to 0 the Board approved personnel actions for May, June and July 2021. Governors Britt, Gargas, Klocke, Limbaugh, Malik, and Smith voted to approve.
- The Board also had conversations with legal counsel per RSMo 610.021.1 pertaining to legal matters.
- Pursuant to RSMo 610.021.12 concerning documents related to a negotiated contract that is not yet executed, the Board discussed a proposed Master Operating Agreement between Southeast Missouri State University and the Southeast Missouri University Foundation and a proposal related to demolition and reconstruction of Houck Stadium.



- By a vote of 6 to 0 the Board adjourned the Closed Session and reconvened the Open Session. Governors Britt, Gargas, Klocke, Limbaugh, Malik, and Smith voted to approve.

### **CONSIDERATION OF REVISED MASTER OPERATING AGREEMENT**

Board President Gargas called upon Mr. Chris Martin, Chief of Staff, to present a motion to approve a revised Master Operating Agreement between Southeast Missouri State University and the Southeast Missouri University Foundation. [Attachment D]

Mr. Martin offered some comments providing background on the process and noted that the last Master Operating Agreement (MOA) had been approved by the Board in 2005. He noted that a review of the MOA took place over the summer with the assistance of legal counsel and that it parallels work by the Foundation to review and update their By-Laws and policies. During a review of the material, Board members sought additional information on decision making and resolution of conflicts in the event the University and Foundation do not agree on a particular topic. After hearing all comments, the Board felt it appropriate for Mr. Martin to engage further with legal counsel and report back at the December Board meeting.

A motion was made by Governor Britt and seconded by Governor Klocke to approve of the spirit of the revised Master Operating Agreement between Southeast Missouri State University and the Southeast Missouri University Foundation and to table approval on a final MOA until the December 17, 2021 Board meeting. The motion carried unanimously.

### **CONSIDERATION OF APPROVAL OF CONTRACT WITH HOLLIS+MILLER**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance and Administration to present a motion to approve a contract with Hollis+Miller Architects for Design Development, Construction Documents, and Construction Administration for the demolition and replacement of the south concourse and seating structure at Houck Field. [Attachment E]

As he began to review the motion, Dr. Sheriff called upon Mr. Brady Barke, Director of Athletics, to join him for the discussion. They reminded the Board of the Campus Master Plan approved by the Board on December 14, 2018 and noted that the plan included a recommendation to renovate the north and south grandstands of Houck Field. Mr. Barke noted that in 2019 Hollis+Miller was selected through a competitive Request for Qualification (RFQ) proceed to provide professional, architectural, engineering, scheduling and planning services for stadium renovation and construction. He reviewed the RFQ process, and noted that upon evaluation and review of eight proposals, University evaluators selected Hollis+Miller. Dr. Sheriff advised the Board that the current proposal before them for consideration is in accordance with the parameters of the RFQ issued in 2019 and that pursuant to that contract award. He then proceeded to review the proposal from Hollis+Miller, which outlined services they proposed to offer beginning September 2021 through fall 2023 with regard to the demolition and replacement of the stadium's south concourse and seating structure. Dr. Sheriff informed the Board that the cost of the proposal is \$1,406,959. He noted that if the proposal is approved, any related contracts would be signed by University President Vargas.

During brief discussion, Governor Limbaugh stressed the importance of keeping the Board updated on this topic and placed an emphasis on ensuring that the Board keep informed about contingencies related to reserves and construction. University President Vargas and Dr. Sheriff offered assurances that the Board would be kept informed.

A motion was made by Governor Limbaugh and seconded by Governor Britt to approve a contract with Hollis+Miller Architects for Design Development, Construction Documents, and Construction Administration for the demolition and replacement of the south concourse and seating structure at Houck Field [Attachment E]. The motion carried unanimously.

### **CONSIDERATION OF APPROVAL OF USE OF FUNDS**

Board President Gargas called upon Dr. Brad Sheriff, Vice President of Finance and Administration, to present a motion to approve the use of the University Quasi-Endowment to support the initial phase of the Stadium Renovation Project. [Attachment F]

Vice President Sheriff referred Board members to the materials in the packet and stated that the present value of available funds is \$2,323,243, however, noted that ultimately the amount of funds available for use will depend on market conditions at the time of liquidation. He noted that the funds are included in a quasi-endowment that was designated by previous Board action, a then-Board of Regents, and that the current Board of Governors has the authority to redirect the funds to another purpose.

Dr. Sheriff then engaged in brief discussion with the Board, which included comments from Governor Malik expressing appreciation for the information provided and commending University leaders for their work to address Houck Field and asking that the University not lose sight of other deferred maintenance needs on campus.

A motion was made by Governor Smith and seconded by Governor Malik to approve the use of the University Quasi-Endowment to support the initial phase of the Stadium Renovation Project [Attachment F]. The motion carried unanimously.

### **CONSIDERATION OF MOTION TO ADJOURN**

A motion was made by Governor Klocke and seconded by Governor Britt to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at approximately 1:00 p.m.

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Christopher R. Martin  
Secretary, Board of Governors

**APPROVED:**

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Edward P. Gargas  
President, Board of Governors  
Southeast Missouri State University



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STATE UNIVERSITY · 1873<sup>®</sup>

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Approve the appointment of Brad Sheriff, Vice President of Finance and Administration, to a one-year term ending December 1, 2022, as a representative of Southeast Missouri State University on the Show Me Center Board of Managers. Dr. Sheriff will serve the remainder of the term of Pam Sander, University Controller, who retired in summer 2021.

Approve the appointment of Nick Johnston, Associate Professor in Management, to a three-year term ending December 1, 2024, as a representative of Southeast Missouri State University on the Show Me Center Board of Managers. Dr. Johnston replaces Dr. Beth Easter, Professor in Sport Management, who retired in fall 2021 and whose term was to expire December 1, 2021.

#### II. Background:

The multi-use Center Agreement between the City of Cape Girardeau and Southeast Missouri State University states that the City Council and the Board of Regents shall each appoint three members to the Show Me Center Board of Managers. The term of appointment is for three years, and the appointments are to be staggered so that only two members are appointed each year.

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. *[Signature]* \_\_\_\_\_  
VP, University Advancement *[Signature]* \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_  
**President** *[Signature]* \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

Listed below are the representatives to the Board of Managers and their expiration dates.

<b>Term Expiration Date</b>	<b>City Representatives</b>	<b>University Representatives</b>
December 1, 2021	Lincoln Scott*	Dr. Beth Easter
December 1, 2022	Kenneth Haskin	Dr. Brad Sheriff
December 1, 2023	Mary Darby	Eric Redinger
December 1, 2024		Dr. Nick Johnston

\* The Cape Girardeau City Council will act on the replacement/reappointment of Lincoln Scott.



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## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Approve as representative for Southeast Missouri State University on the River Campus Board of Managers the reappointment of Rhonda Weller-Stilson with a term expiring December 1, 2024.

#### II. Background:

The Cooperation Agreement for the St. Vincent Seminary Property between the City of Cape Girardeau and Southeast Missouri State University states that both the City Council and the Board of Governors shall each appoint three members to the River Campus Board of Managers. At least one of the City's appointees shall be from the hotel/motel industry. The term of office of the Board of Managers shall be for three years. The re-appointment of Rhonda Weller-Stilson would be effective December 1, 2021 and will expire on December 1, 2024.

Listed below are the current representatives and their expiration dates.

Term Expiration Date	City Representatives	University Representatives
December 1, 2021	Kenneth Haskin*	Rhonda Weller-Stilson
December 1, 2022	Danielle Poyner	Trudy Lee
December 1, 2023	Sophia Han	Bradley Sheriff

Rhonda Weller-Stilson is the Dean of the Earl and Margie Holland College of Arts and Media at Southeast Missouri State University. She holds the rank of professor in the Dobbins Conservatory of Theatre and Dance and was Chairperson of the Department of Theatre and Dance from 2008-2011. Ms. Weller-Stilson earned a Bachelor of Arts degree in both art and theatre from Southeast Missouri State University, a Master of Arts in Theatre from the University of Missouri-Columbia

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_

Amend: \_\_\_\_\_

Disapprove: \_\_\_\_\_

Approve: \_\_\_\_\_

Secretary: \_\_\_\_\_

*Board of Governors*

*Motion Consideration Form (Approval of Weller-Stilson Reappointment to River Campus Board of Managers)*

*December 17, 2021*

*Page 2 of 2*

and a Master of Fine Arts in Costume and Scenery Design from Tulane University with a Master of Fine Arts in Costume and Scenery Design. She is in her 21<sup>st</sup> year at Southeast.

\*The Cape Girardeau City Council reappointed Dr. Kenneth Haskin with a term expiring December 1, 2024 on Monday, November 15, 2021.



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## BOARD OF GOVERNORS MOTION CONSIDERATION FORM

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Approve the conferring of degrees upon the candidates for Fall 2021. Graduation pending final verification of their completion of degree requirements.

**II. Background:**

Pursuant to 174.160.1 RSMo. the Board of Governors is empowered to confer upon students, by diploma under the common seal, such degrees as are usually granted by the University.

The breakdown for Fall candidates is as follows:

- Total degrees: 638
  - Undergraduate: 512
  - Masters: 102
  - Specialist: 24
- Academic Distinction: 1
- Jane Stephens Honors Program: 10
- Cum Laude: 95
- Magna Cum Laude: 51
- Summa Cum Laude: 44
- 4.0 Graduates: 16

**Recommended By:**

Student Government \_\_\_\_\_  
 Faculty Senate \_\_\_\_\_  
 Administrative Council \_\_\_\_\_  
 VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
 VP, Finance & Admin. \_\_\_\_\_  
 VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
 Dean \_\_\_\_\_  
 Academic Council \_\_\_\_\_  
 Provost *[Signature]* \_\_\_\_\_  
 President *[Signature]* \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
 Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_  
 Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
 Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
 Amend: \_\_\_\_\_  
 Disapprove: \_\_\_\_\_  
 Approve: \_\_\_\_\_  
 Secretary: \_\_\_\_\_



**Southeast Missouri State University**  
**Office of the Registrar - Candidates for Graduation**  
**December 18, 2021**

**College of Education, Health & Human Studies**

**BACHELOR OF ARTS**

Allison Kaytlynn Danielle Austill  
Emily Elizabeth Beardslee  
Shira Nicole Bills  
Whitney Brooks  
Lucas Conner Counts  
Katherine Grace Friese  
Deshae Nicole Gilbert  
Lynsey Rae Gulley  
Leslie Ann Helle-Eldridge  
Emily Marie Hunt  
Danielle Nicole Johnson  
Maebry Lee-Ann Jones  
Michelle L. Mayhall  
Chelsey Sample  
Jemeka Mone Thatch  
Laura Denise Weible  
Kathleen Anne Whitney

**BACHELOR OF SCIENCE**

Chelsea Rose Baker  
Kaylea Renae Bard  
Alivia Ann Bauman \*  
Baylee Nicole Botkin  
Rachel Ann Braden  
Aubrey Grace Brown  
Tracy Cai  
Brennan Matthew Callahan  
Kailey Carter  
Christa Gayle Chubboy-  
MacKenzie  
Alexis Diamond Citchen  
Scott Collins  
Rachel L. Davis  
Tony Diego  
Keanna Dorteia Doss  
Garrett Paul Elder  
Maranda Marie Finch  
April R. Flieg  
Kirsten Nicole Foley  
Andrea Leanne Forbis  
Morgan Lexus Fowler  
Lisa Maureen Fuller  
Kayla Marie Gibbs  
Susan Renee Haake  
Leah Nicole Harris  
Sunee Hermon  
Kayla Thurman Holmes  
Taylor Michelle Huber  
Bailee Lara  
Ashley R. Jackson  
Brandon Jewell  
Clare Carolyn Johnson  
Sarah DeLaynie Johnson  
Jessica Rose Jones  
Ryan Judd  
Olivia Ann Koch  
Rachel Atrina Lowery  
Delaney Marie Malloy  
Bryan Adam McNeely  
Ashley Miller  
Richard C. Miller III  
Lauren Christine Mueller  
Sydney Parker Newberry  
Kaleigh LaRae Oliver  
Erin Elizabeth Owens

Austine Pauley  
Savannah Penn  
Jacob Kyle Perkins  
Brea Elizabeth Phelps  
Erika June Pratt  
Ariah Nakhayle Schulz  
Taylor Siebert  
Lauren Sipes  
Subinuer Abula  
Cody Alex Tinnin  
Justin Bradley Tuschhoff \*  
Jasmine Vaughn  
LeEllen M. Velasco  
Holdyn Brianne Vogelsang  
Rachel Kathleen Walthall  
Lillian Grace Wegman  
Hannah Elizabeth Weis  
Kylie A. Wilhite  
Darren Andre Williams Jr.  
Kelly Williamson  
Brianna Wright  
Kalli Yarbro  
Kylee Zyung  
**BACHELOR OF SCIENCE IN  
ATHLETIC TRAINING**

Caleb M Davis  
Deondray Devon Jenkins  
Alexander David Thompson  
**BACHELOR OF SCIENCE IN  
EDUCATION**

Natalie Amelunke  
Jane Boessen  
Alli Elizabeth Bohannon  
Emma Suzanne Cundiff  
Kathryn Dickerson  
Taylor M. Engle  
Johanna Mae Franke  
Noel Elizabeth Friedrich  
Kaylee Lynn Grypp  
Michael Alexander Harris  
Taylor Hendershott  
Aiden Randall Ice  
Megan Elizabeth Iezzi  
Gabriel Gregory Jenkins  
Gail I. Keck  
Sera Gwendolyn Keiser  
Samantha Lynn Kleinschrodt  
Adam Matthew Lichtenegger  
Laramie Payge Crowden  
Penny G. McFarland  
Holly Miller McKenzie  
Hannah Medlin  
Mollee Katelyn Myers  
Elizabeth Marie Ratliff  
Taylor Kristen Rozwodowski  
Dylan Schmidt  
Alexis R. Smith  
Mitchell Reilly Smith  
Sydney Marie Sneed  
Tyler Ryan Spooler  
Allison Mariya Stockmann  
Chelsey Renee Terry  
Joseph Daniel Welte  
Emma Michelle West  
Katy Lynn Wikel  
Elizabeth LeeAnn Wolk

**BACHELOR OF SCIENCE IN  
FAMILY AND CONSUMER  
SCIENCES EDUCATION**

**BACHELOR OF SCIENCE IN  
NURSING**

Alexandra Newman  
Melia Grace Ackley  
Michelle Lea Allen  
Lauren Elizabeth Baker  
Amanda Marie Braun  
Kendyll Brown  
Megan Marie Burkhart  
Brittany Stallings  
Kailey Renee Courtwright  
Kyra Grace Daiber  
Maria Guadalupe De La Torre  
Andrea Ann Ducharme  
Emma Edzards  
Catherine Nichole Fields  
Patricia Frankenberg  
Megan Gates  
Hannah Marie Geurkink  
Andrea Haferkamp  
Kellie C. Hunley  
Addison Mae James  
Jessica Evelyn Kattenbraker  
Madeline Louise Keller  
Sydney Elizabeth Kern  
Kenzie Kramer  
Megan Lamb  
Savannah Brooke Lummus  
Haley Faye Mickey  
Areka Marie Miles  
Allison Lynn Muenster  
Brandy Kay Newberry  
Madeline R. Oelrich \*  
Bailey Friese  
Megan Elizabeth Quante  
Rebecca Singh  
Grace Lynne Skelton  
Shay Elizabeth Ernst  
Caitlin M Stockmann  
Shannon Suzanne Strayhorn  
Amanda Stroud  
Natalie Taake Attebury  
Carly Elizabeth Walker  
Mary Ward  
Sonja M. Willis  
Michelle Marie Wolf \*  
Karlee Faye Wright

**CERTIFICATE PROGRAM**

ValerieAnn Marchand Correia  
Jamie Lynn Dolinsky  
Stephanie Anne Perry  
Brittany Kathleen Randolph \*  
Amanda Kathleen Rideout \*  
Chelsey Renee Terry  
Tara LeAnne Young  
**MASTER OF ARTS**  
Michael Alvarado  
Danielle Anderson \*  
Alexandria Michele Bernier  
Kenzie Breanne Bevil  
Nicole Blackburn \*  
Stacie Boren \*

Amanda D. Bradford \*  
Katie Ann Brewer \*  
Kaci M. Brown \*  
Kaily Christine Butz  
Tonya Leigh Callahan \*  
Ronald Gene Calvird III \*  
Jonathan Scott Comfort \*  
Jennifer Crump  
Cherish June Daly \*  
Shabari Davis, Jr.  
Ashley Elizabeth Delkic \*  
Jamie Lynn Dolinsky  
Omaridrick L'Troy Douglas  
Dana Marie Driskell \*  
Jennifer Edmunds \*  
Ann Christine Ehret  
Scott David Evans \*  
Jenna Fitzgerald \*  
Ana Faye Frein \*  
Kenzie Renee Gramm \*  
EmilyPacini Helmich \*  
Sara Michelle Hussman  
Paige Elizabeth James \*  
Ariel Nicole Jennings \*  
Elizabeth Payton Jones  
Kari Ann Kilquist \*  
Michael M. Liebreich \*  
Monica Christine Mantler \*  
Catherine Hazel Mari Mayberry\*  
Kali Neal McGruder \*  
Alexa Nicole Mikel  
Anthony M. Minghi \*  
Jessica Nicole Muckerman-  
Presson \*  
Parris Ida Victoria Nathan  
Helen Lee Nichols \*  
LaDonna S. Ozark  
Peyton McKenzie Padovano  
Brittany L. Panus \*  
Bethany Patton \*  
Sharon Kay Patton  
Blair Elizabeth Penrod  
Caitlin Marie Polley \*  
Nicole Rawson \*  
Amanda Kathleen Rideout \*  
Danielle Nicole Schuler \*  
Abigail Skelton  
Zackery Duane Smith  
Alexandra Nicole Solomon \*  
Zachary Ethan Thomas \*  
Madison Dominique Tolliver \*  
Chad B. Upchurch \*  
Katie Suzanne Urhahn  
Logan Wascher \*  
Lea Ann White \*  
Hannah Elizabeth Wilke \*  
**MASTER OF ARTS IN  
TEACHING**  
Starr Renee Stulce  
Anna Katherine Thies \*  
Kelsey Chandler Tuschhoff  
Brittany Rose Watt  
**MASTER OF SCIENCE**  
Janelle Hope Myers  
**SPECIALIST IN EDUCATION**  
Melissa Kaye Adams \*

Jamie Lynne Bauman \*  
 Dana E. Beussink \*  
 Colt William Blair \*  
 Joshua David Camillo  
 Whitney L. Choate  
 Drew Clinton \*  
 Robert A. Coleman \*  
 Darla Diane Her \*

Whitney Hilbert  
 Jennifer L. Huling \*  
 Nicole Jenkins  
 Jason Allen Keilholz  
 Rebecca Keim  
 Jennifer Lowes-Seiler \*  
 Desiree McNeely \*

Ryan Glennon Mueller \*  
 Maureen O'Keeffe Nelson \*  
 Keisha Panagos \*  
 Bethany Jean Petty \*  
 Lindsey Rae Rector \*  
 Justin O. Roth \*  
 Caleb Joseph Tiefenauer \*  
 Denekia Nicole Tucker

Amber Nichole Walker \*  
 Ashley Kristine Wehner \*  
 Nathan Wilkerson \*  
 Dereck R. Wilson  
 Tiffany Rae Wolk \*

### College of Humanities & Social Sciences

#### BACHELOR OF ARTS

Shawn Taylor Beckett  
 Courtney Boone  
 Narjess Raed Bzieh  
 Jerrion Clay-Smith  
 Amanda Lynn Driver  
 Carissa Marie Frazier  
 Cheyenne Lingle Granados  
 Carly Nicole Hale  
 Emily Noelle Hayden  
 Taylor Michelle Huber  
 Olivia Jacobs  
 Zakary Johnson  
 Emily Erin Ladd  
 Victor Thandweyinkosi  
 Mathuthu  
 Ariel Shantel Meyer  
 Sarah Grace Mullinix  
 Rahul Nair  
 Erin Emily Nantz  
 Schuyler Campbell Ogden  
 Bryce Kristian Tate Peacock  
 Hugh Lee Scheller  
 Ethan Joseph Schumer  
 Joshua Louis Seyer  
 McKenzie Nicole Slinkard  
 Ami Elise Smith  
 Ethan Paul Smith  
 Sebastian Jinshi Starrett  
 Aunyah Imani Stovall  
 Reagan Gordon Tibbs  
 Ivie Angelica Blake Walker  
 Amber Willis

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 Heather Marie Blum  
 Zachary Bodway  
 Tanicka Renaye Brown  
 Veronica Katherin Brown  
 Jonah Callaghan  
 Peter T. Collier  
 Debora L. Cook  
 Hannah Louise Cooper  
 Hunter Elizabeth Dockins  
 Lindsay Essner  
 Christen Raenea Hattie  
 Hefflinger

Cassandra Bechtel Hendrixson  
 Steven M. Hodges  
 Joseph Gunnar Hollins  
 Emma Elizabeth Janet  
 Stephanie Raelene Jock  
 Jessica Madison Keller  
 Jacob E. Lauer  
 Frances G. Leuckel  
 Peizhe Li  
 Tyriq Edmound McAdams  
 Joshua Aaron Meyer  
 Brandon Arthur Mincey  
 Rachel H. Moore  
 Tony Nobles Jr.  
 Samuel Neil Olson  
 Colleen M. Politte  
 Shashik Rebera  
 Mashanda Keyaira Reed  
 Briana Robinson  
 Dylan M. Roth  
 Cooper Samples  
 Caleb Alan Scherer  
 Stephen Michael Schroeder  
 Joseph David Sinning  
 Matthew Clyde Smith  
 Nicholas Ryan South  
 Alexis Katherine Stephens  
 Alexis Christine Stevich  
 Noah C. Stone  
 Minna Louise Straus  
 Kayla Lamonica Warren  
 Danita Trinette Woodson

#### BACHELOR OF SCIENCE

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 Wesley P. Avery II  
 Shelby Sommer Buckman  
 Mollie Catherine Bone  
 Raymond Bonner  
 Morgan Lyndsey Busby  
 Macie Jean Clanahan  
 Richard Kevin Couch  
 Rachel L. Davis  
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 Jose Armando Flores  
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 Gabrielle Rose Gotsch  
 Andrea Hamm  
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 Paige Holland  
 David Ezekiel Horvath  
 Emma Gail Hurst  
 Mallory Jones  
 Noah M. Jones  
 Kaelyn Shea Kalish I  
 Jackson A. Kammerich  
 Adam Katanani  
 John Robert Krejci Jr.  
 Madelyn Hope Kueker  
 Mason Harrison Kurtz  
 Alexandra Nicole Laws  
 Shanna Martin  
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 Spencer Charles Mitten  
 Rahul Nair  
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 Bryce Gabriel Pease  
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 LaDarrius Dontae Rule  
 Edis Sabljakovic  
 Alicen R. Sander  
 A'Keal Shamarr Sanders-  
 Slaughter  
 Frank Schniederjon  
 Lillie Grace Schoenky  
 Ethan Joseph Schumer  
 Colin Anthony Schwab  
 Joshua Louis Seyer  
 Allyson Christine Shaw  
 Mary Elizabeth Simmons  
 Declan Harry Sinner  
 Neosha W. Smith  
 Trent Jordon Spiker  
 Wesley Standridge  
 Brandon Michael Strebel  
 Jeremiah J. Strong  
 Hailea Rae Tepen  
 Heather Christine Terzich

Alec C. Tharp  
 Hannah Grace Trevathan  
 Alexander Thomas Wade  
 Jasmin Brianna Walker  
 Leslie Amber Waters  
 Madelyn Elaine Webb  
 Katherine E. Wegmann  
 Hannah Elizabeth Weis  
 Olivia Westbrook  
 Madison Clair Wildhaber  
 Katherine Elizabeth Williams  
**BACHELOR OF SCIENCE IN EDUCATION**

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 Daniel Robert Dobbs  
 Brianna Gerling  
 Shane Ray Jumper  
 Deanna K Mirly  
 Rachel Elaine Porter  
 Dylan Robert Seabaugh  
 Mikayla Ellen Watkins \*  
 Ryan Wiggers  
 Alexander Howard Younkings

#### MASTER OF ARTS

Maxwell Lee Abbott \*  
 Mawutor Komla Agbaku  
 Alatheia Rebecca Barks  
 Richard Davis Bohn  
 Cynthia Elmarouk  
 Lakin C. Fraker  
 Saeed Niakan  
 Laura Elizabeth Norman \*  
 Patrick Arthur O'Driscoll  
 Liza Melanie Ostolaza \*  
 Morgan Alicia Roberts \*  
 Angel Smedley \*  
 Amber Nicole Smith \*  
 Sarah Elizabeth Woll \*  
 Wudanmuqier \*

#### MASTER OF PUBLIC ADMINISTRATION

Younes Saleh M. Albelihi  
 Kenneth L. Conklin \*  
 Gregory John Hronick \*  
 Omotola Ahanobi \*  
**MASTER OF SCIENCE**

Erin M. Demopoulos

### College of Science, Technology, Engineering & Mathematics

#### ASSOCIATE OF APPLIED SCIENCE IN COMPUTER TECHNOLOGY

Samuel Sammut

#### BACHELOR OF ARTS

Nicholas Winder

#### BACHELOR OF APPLIED SCIENCE

Levi D Wilhelm

Jordan Tyler Willson

#### BACHELOR OF SCIENCE

Logan Alan Acup  
 Haley Baldwin  
 Alexis June Beckermann

Taylor Lynn Beggs  
 Tyler J. Bening  
 Jessica Rae Bertram  
 Tyler Blankenship  
 Jacob Dylan Borders  
 Zachary Nicholas Brock  
 Zachary M. Brown  
 Tyler Bruns

Avinna A. Cooper  
 Brett Counts  
 Emily Nicole Davidson  
 Hunter Lee Deane  
 Jocce C. Dunn  
 Alexander Paul Eftink  
 Nicholas Allen Freeman  
 Bryan T. Gawedzinski

Katelyn Glueck  
Jacob David Golding  
Melanie Brooke Gray  
Madison Taylor Grimmer  
Kierra K. Harrell  
Ethan Lee Harris  
Benjamin Michael Henson  
Rebecca Heppe  
Layne Thomas Hlavek  
Kendyl M'Kenzi Hornback  
Jarrett Jiles  
Adam Michael Jung  
Kaitlyn Nicole Keller  
Tyler Thomas Knight  
Zachary Kyle  
Tiara Isis Lashley  
Kyra Lynn Lathrop  
Marina Mack

Aryn Blake Malone  
Karsen Andrew Marchbanks  
Dawson Lee Mayo  
Logan Tyler McCabe  
Madeleine Leigh McDonald  
Kayla Ruthann Meier \*  
Angelica Jeannette Moore  
Kathryn Newton  
Eunice Salome Nielbien  
Mitchell V. Paddock  
Irma Victoria Pérez García  
Brittney R. Pieper  
Mary Elizabeth Pierce  
Zharla Anissa Presberry  
Katelyn Elizabeth Rader  
Benjamin Cole Ray  
Brandon Paul Renaud  
Cydney L. Robinson

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Hugh Lee Scheller  
Jacob Corey Selle  
Ryan S. Shaw  
Sidney Robert Siebert  
Rick Allen Smith Jr.  
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Jon Paul Stetson II  
Virginia Grace Sutton  
Hassan Salman H. Tehaifah  
Colby S. Thele  
Nicholas Andrew Thole  
Kinsey Nicole Thompson  
Reagen Gordon Tibbs  
Raven M. Umfress  
Christina Dawn Ward  
Marina Ayusha Philomina  
Wathawana Withana

Allison Weiler  
Joshua Laquan Williams  
Morgan Leigh Williams  
Dakota Austin Francis Zoller  
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EDUCATION**  
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Chelsea I. Jochimsen  
**MASTER OF NATURAL SCIENCE**  
Jing Qiao  
Margaret Sitzes Pemberton\*  
**MASTER OF SCIENCE**  
Rebecca Lynn Allen \*  
Ritabrata Kar  
Maria Camille Ottesen  
Swagatam Saha

### Harrison College of Business & Computing

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Savannah Rayann Curl  
Ryan Philip Custard  
Hannah Meystedt  
Alexis Camille Dennis  
Alexander Riley Garza  
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Erica Ann Gray  
Zachary Hall  
Jonathan Paul Harsy  
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Ryan Scott Hurst  
Zidane Mc Allister Johnville  
Kayda Sherine Joseph  
Nathan Rene Kappler  
Grace N. Kreidler  
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Amber Danielle Locklear  
Alexandra Clark Meyer \*  
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Joseph A. Polasek  
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Shashik Mhiranga Rebera  
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Jordan Renaud  
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Aneenah Quanasha Smith  
Timothy Logan Smith  
Jacob Scott Starzinger  
Brooke A. Tedesco  
Steven Michael Wall  
Emily Ann Webb  
Mian Wu

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Eradah Fwad M. Algharbi  
Khalaf Alshammari  
Adeline Aspen  
Brianna Renee Bachmann  
Jackson D. Bailey  
Allison M. Baker \*  
James R. Bedwell  
John Tyler Bedwell  
Mitchell Dean Behnke  
Tyler Bennett  
Kayla Khimmel Bernard  
Dustin Joseph Borden  
Sarah Makenzie Boyer  
Martha Burch  
Michael Joseph Chism \*  
Easton Michael Clark  
Madison D'Amico  
Darion Hendrix Davison  
Madison Dowdy  
Baylee June Etter  
Brad Steven Garrett  
Shaya McKay Glueck  
Talia Marie Gouard  
Dennis Hastings  
Lonett Lee Karshner  
Shelby Susanne Downey  
Kyle M. Lauer  
Taylor Lyons  
Alexis Danielle McBride  
Catlyn Mary McDonough  
Callie D. McFarlen  
Stacy Marie Meyer  
Joseph Allen Monke

Yushraf Niloy  
Claire Juliann Ochs  
Austin Owens  
Dimon P. Phillips  
Joseph Angelo Polasek  
Gary L. Potter II  
Alexander Martin Pueschel  
Nicole Leigh Pecord  
Jaden Rosenthal  
Lyka Shien Salinas  
Christopher Lee Skaggs  
Katelyn R Smith  
Wade Stauss  
Kao Takahama  
Marcus B. Volpe  
Grant Jones Ward  
Joshua D. Wiseman  
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Alaina Antonina Byrd  
Shravya Chalamalla  
Emily Coulter \*  
Rushmitha Sri Dhulipalla \*  
Yeshihareg Fentie Hailu  
Crystal Dawn Higgins \*  
Sushanta Khadka  
Rushika Kumbum  
Ashley Elizabeth Lane  
Jing Ma \*  
Nagendra Mokara  
Vivek Varshit Nagelli  
Trent Nelson \*  
Brooke Nicole Obermann \*  
Brandon C. Oliver  
Paul Roweena

Nanayakkara Warnakula  
Patabandige Pasan Anupa Perera  
Mounika Ponaganti  
Dylan J. Stark  
Pradeep Reddy Sunkireddy  
Manoj Thapa  
Namratha Valle  
Baby Lakshmi Sindhu Yanala  
Zhaxidawa  
**MASTER OF BUSINESS  
ADMINISTRATION**  
Moath Mohammad Alaradi  
Salem Mohammed S Aldossary  
Matthew R. Baker \*  
Sabit Chowdhury \*  
Amy M. Eaves  
Tove Jean Evans  
Xiaozhou (Ann) Gao  
Amy Beth Hancock \*  
Eric D. Joplin \*  
Diane Renee Klueppel \*  
Brittney D. McDowell Lee \*  
Luke Michael LeGrand  
Hailee Ann Long  
Wei Dong Luo  
Cody Lynn Martin  
Renee M. Peters \*  
Hannah Christine Petzoldt \*  
Joanne Angelia Amarasekera  
Lance M. Reynolds \*  
Larry Lamar Rhodes  
Brendan Jake Strauser \*  
Tanner T. Teigen \*  
Tunuke Abudukamali  
Daniel Lee Wilson

### Holland College of Arts & Media

#### BACHELOR OF ARTS

Kristin Lynn Obermiller

Alicia Christine Stull

#### BACHELOR OF FINE ARTS

Tariq Ali S. Alshehri

Alivia Bopp

Lainey Elizabeth Brock

Sarah Marie Bussmann

Jessica Anne Cagle

Carole Ann Miller

Amber Marie Nelson

Ryan Dee Nevill

Jordan Raben

Mason James Ramsey

Julia R. Slomski

Madison Grace Tucker

Ashley Nicole Wagner

#### BACHELOR OF MUSIC

Jason Christopher Anello

#### BACHELOR OF MUSIC EDUCATION

Emily Sue Smith

#### BACHELOR OF SCIENCE

Brianna Marie Amschler

Nathan Antonellis

Katelyn Burns

Tanner Logan Counts

Delaney Deal

Bethany Draper \*

Devin Dugger

Tabatha Jeux Dummitt

Lauren Eaton

Ariel M. Ferman

Ian V. Figurski

Coleton L. Gabriel

Jordan Elizabeth Gentry

Braden Greif

Kate Elizabeth Hendrickson

Ian Riley Hiller

La'Vor Karten Holmes Jr.

Dalton L. Huffman

Rashad Lamont Hughes  
Tyler Lee Hutcheson  
Isaac Douglas Koth  
Daria E. Lawson  
Courtney Renee Mehner  
Beau Zachery-Paul Nations

Ian John Scheffler  
Meghan Kathleen Simorka  
Samantha Kay Snyder  
Emily Hall  
Taylor Jayde VanAusdall  
Shayna Walker

Leah Victoria Webb  
Noelle Simone Williams  
Chiyuki Yamagami  
Meijia Zhang  
Xiaoyue Zhang

**BACHELOR OF SCIENCE IN  
EDUCATION**  

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Calleigh Ainsworth  
Olivia Rose Miller  
Adrienne Alessandra-Jordynn Small



BOARD OF GOVERNORS

MOTION CONSIDERATION FORM

December 17, 2021

Open Session

I. Motion to be Considered:

Approve the Southeast Missouri State University 2022-2025 Strategic Action Plan.

II. Background:

Southeast's formal strategic planning process began in spring 2021 with the appointment of the 21-person Strategic Action Plan Steering Committee by President Carlos Vargas. The committee was charged with developing a focused, prioritized, and concise strategic plan to guide the future, targeted comprehensive vision of Southeast Missouri State University, incorporating constituent input and feedback. A sub-committee will identify, track, and report key performance indicators to measure progress toward the goals and actions established in the proposed strategic action plan.

At our core, Southeast Missouri State University is committed to student success and contributing to our region. This is reflected in our mission and is the bedrock upon which we have built the proposed strategic action plan. This new action plan affords us an opportunity to work innovatively and energetically together to take control of our future and realize these outcomes. We undertook a comprehensive approach to strategic planning, engaging Board of Governors members, students, alumni, faculty, staff, and members of our community. Below are the members of the steering committee, the planning timeline, and the proposed strategic action plan outcomes, goals, and actions.

Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

President 

Board Action on: \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

### **Strategic Action Plan Steering Committee Members**

Ms. WyKeshia Atkins	Director, Learning Assistance Programs
Mr. Brady Barke	Director, Athletics
Mr. Eric Chambers	Director, Institutional Research, Office of the President
Dr. Mario Garcia	Director, Institute of Cybersecurity, Harrison College of Business & Computing
Mr. Ed Gargas	President, Board of Governors
Ms. Barbara Glackin	Dean, Kent Library
Ms. Lenell Hahn	Director, Admissions, Enrollment Management and Student Success
Ms. Stephanie Hallam	Assistant Professor, Education Information Librarian, Kent Library
Dr. Laura Hatcher	Associate Professor of Political Science, College of Humanities & Social Sciences
Ms. Carol Heisserer	Director, Academic Advising, Enrollment Management and Student Success
Dr. Joseph Jefferson	Assistant Professor of Music and Director of Jazz Studies, Holland College of Arts & Media
Dr. Susan Kendrick	Professor and Chair of English, College of Humanities & Social Sciences
Ms. Tina Klocke	Vice President, Board of Governors
Ms. Amanda Lincoln	Director of Development, University Foundation
Ms. Brooke Lockhart	Assistant Director, Admissions
Dr. Brad Sheriff	Vice President, Finance and Administration
Dr. Dustin Siegel	Professor of Biology, College of Science, Technology, Engineering & Mathematics
Ms. Tammy Underwood	Executive Assistant, Office of Institutional Equity & Diversity and Dean of Students
Dr. Jason Wagganer	Professor of Exercise Science and Chair of Kinesiology, Nutrition and Recreation, College of Education, Health & Human Studies

**Co-Chairs**

Dr. Debbie Below                      Vice President, Enrollment Management & Student Success

Dr. Mike Godard                      Provost

**External Facilitators**

Two accomplished and respected higher education leaders, Dr. David Attis (EAB) and Dr. Elaine Maimon (ACE), helped to facilitate the steering committee.

**Reports To**

Dr. Carlos Vargas                      President

**Strategic Action Plan Timeline**

March 1	Committee meeting – Kick-off
March 4	Committee meeting – Landscape analysis
March 16	Committee meeting – Organizing framework
March 30	Committee work session – Common understanding, develop goals and actions
April 6	Co-Chairs sent Subcommittee Summaries to Leads
April 7-13	Subcommittee meetings; invited others as needed
April 15	Subcommittee lead sends updated draft goals and actions to-date to co-chairs
April 19	Co-chairs sent Draft 1 to Steering Committee
April 20	Committee meeting to review Draft 1
April 21-23	Subcommittee meetings
May 6	Committee meeting
May 11	Working draft is shared with the campus for review at <a href="http://semo.edu/strategic">semo.edu/strategic</a>
May-Sept	Co-chairs meet with unit level constituent groups for feedback on themes and goals
Aug 18	Executive Staff Retreat
Sept 3	Committee meeting – Shared data compiled to support existing and anticipated goals and action statements
Sept 19	Co-chairs sent Revised Draft to Steering Committee
Sept 21-30	Encourage feedback from students, community and campus via open forums, email, social media, and newspapers
Sept 23	Board of Governors retreat
Oct 1	Committee meeting – Share complete feedback; review revised draft
Oct 5	Co-chairs send Revised Working Draft to Steering Committee
Oct 12	Steering Committee submits feedback to co-chairs
Oct 15	Co-chairs send Final Working Draft to President Vargas
Nov 12	Committee Meeting – President Vargas provides feedback to Steering Committee and discusses metrics
Dec 17	Present Strategic Action Plan Proposal to Board of Gove

## **Outcome 1**

### **Educate students to succeed and make positive impacts in their communities.**

#### Goals and Actions

1. Improve academic programs continuously.
  - a. Recruit and retain qualified, diverse, and culturally competent faculty and staff.
    1. Develop and enhance unit-level diversity and inclusive excellence plans.
    2. Provide and support equitable opportunities for faculty and staff, allowing for appropriate career progression.
  - b. Showcase current national accreditations and achieve national accreditations for programs when appropriate.
  - c. Integrate career exploration, career readiness, and experiential learning opportunities into academic programs.
  - d. Increase faculty-student mentoring opportunities.
  - e. Teach a multicultural, inclusive, and equitable curriculum.
2. Support a range of opportunities for engagement, skill development and persistence for all students.
  - a. Expand academic, community, and alumni partnerships that provide valuable experiential learning opportunities.
  - b. Support faculty and student research and creative endeavors.
  - c. Increase multicultural and international collaborative activities.
  - d. Ensure a wholistic education, leading to essential skill development and proficiency.
  - e. Promote engaging and healthy student life experiences.
  - f. Increase academic support in foundational courses.
3. Increase the number of degrees and certificates awarded students.
  - a. Develop and strengthen student degree completion pathways and transfer partnerships.
  - b. Enhance flexible modes of instructional delivery for student coursework engagement.
  - c. Increase the accessibility of credit for prior learning.
  - d. Expand certificate, bachelor, master, and accelerated degree options.
  - e. Provide both in-person and virtual access to program-related software, hardware, laboratories, equipment, instructional materials, advising, and academic support.
4. Align curricula with areas of employer demand and embed industry recognized credentials throughout.
  - a. Build academic programs to meet existing, traditional, nontraditional, and emerging employment opportunities.
  - b. Emphasize to students, parents, and employers the value and potential of Southeast's academic programs for post-graduation success.



## **Outcome 2**

### **Stabilize Southeast's enrollment and graduate a diverse community of learners.**

#### Goals and Actions

1. Reduce equity gaps and improve overall student persistence and completion.
  - a. Improve the onboarding and professional development of faculty and staff to optimize academic and business processes.
    1. Strengthen the transition from professional to departmental advising.
    2. Increase faculty and staff student mentoring opportunities, resulting in enhanced student success.
  - b. Enhance support for students navigating university academic and business processes and reduce barriers to student success.
  - c. Promote student participation in university cocurricular activities (honors program, arts, athletics, Greek life, leadership programs, residential learning communities, study abroad, student organizations, and student employment).
  - d. Improve relationships with current students through enhanced communication.
  - e. Utilize early alert protocols and systems to provide timely intervention with students who need assistance.
2. Increase enrollment of historically underrepresented racial and ethnic groups, Pell-eligible students, and first-generation college students.
  - a. Identify and breakdown barriers to admissions and enrollment.
  - b. Promote opportunities that foster community inclusiveness
  - c. Expand pre-enrollment and summer programs for historically underrepresented student groups.
3. Maintain enrollment market share for domestic undergraduate new, first-time, and transfer students.
  - a. Increase partnerships with community-based organizations, business and industry, school districts, and alumni to engage prospective students and their families.
  - b. Evaluate the impact of Southeast's pricing and discounting strategies on new student enrollment and annual student retention.
  - c. Leverage Southeast's brand identity and the value of a Southeast degree.
  - d. Develop community college partnerships, including Transfer Mentor Program partners and articulation agreements.
4. Increase enrollment of graduate and international students.
  - a. Assess Southeast's position and share of enrolled students in relation to key competitors for each student population.
  - b. Deploy an integrated marketing, advertising, and recruitment strategy.

### **Outcome 3**

**Enhance stewardship of Southeast's resources and promote a culture of belonging, respect, and continuous improvement.**

#### Goals and Actions

1. Improve the recruitment and retention of faculty and staff.
  - a. Increase flexible work opportunities.
  - b. Implement the remaining salary increases as detailed in the salary equity study.
2. Enhance the transparency of the University's budgeting process.
  - a. Revise the structure and work of the Budget Review Committee.
3. Enhance and diversify revenue streams through internal cost efficiencies and partnerships with business and industry, other institutions, alumni, and donors.
  - a. Pursue partnerships that extend the University's financial reach.
  - b. Build alumni and philanthropic engagement.
  - c. Review institutional scholarship practices to maximize net tuition revenues.
4. Prioritize critical facilities and infrastructure investments.
  - a. Create tools and processes to identify the University's highest priority facility needs.
  - b. Create a work group to improve academic and centralized scheduling and enhance campus space utilization.
  - c. Develop a roadmap for promoting and operating a healthier and more sustainable campus and begin investing in sustainability projects with strong financial and energy savings returns.
  - d. Enhance the University's aesthetic and visual appeal through continued campus beautification.
5. Enhance the Southeast's information management systems and processes to meet needs for security, flexibility, program effectiveness, and efficiency of operations.
  - a. Create tools and processes to identify and assess the University's highest priority technology needs.
  - b. Continue implementation of multi-factor authentication and other security controls to protect University resources.
  - c. Enhance the collection, appropriate access, and use of data, including predictive analytics, to support data-informed decision making.
  - d. Identify, implement, and maintain a new University portal system which improves access to University resources and enhances campus communications.
  - e. Implement and maintain technologies supporting responsive, flexible, and effective teaching modalities.

# JONEL HARRIS

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## OBJECTIVE

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Third-year student at Southeast Missouri State University working towards a Bachelor of Arts Creative Writing. Seeking opportunities to build on my educational and leadership background and better impact institutions through hands-on experience and leadership opportunities to provide a diverse and inclusive atmosphere to the higher education system.

## EDUCATION

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**Southeast Missouri State University** Cape Girardeau, MO  
 Bachelor of Science in Middle School Education – Language Arts May 2023  
 Dean's List: Fall 2019, Spring 2020, Fall 2020, Spring 2021

Relevant Coursework

- Intro to Creative Writing
- Children's Literature
- Grammars of English
- Young Adult Literature
- German 100
- Writing About Literature

## WORK

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**Academic Support Center - Southeast Missouri State University** Cape Girardeau, MO  
 Program Assistant September 2019–Present

- Work as the front office assistant in the Academic Support Center office
- Maintain the office setting and ensure tasks are completed professionally
- Represent the Academic Support Center at on-campus and admissions related events
- Answer incoming calls and schedule appointments and take calls for office students and staff
- Assist staff and supervisors with administrative tasks
- Support specialty projects and events throughout the semester and year

**Southeast Missouri State University – Office of the President** Cape Girardeau, MO  
 Office Assistant August 2020 – Present

- Scan documents and organize university official files digitally and in paper form
- Work with staff to represent the University at different meetings and events
- Prepare student data and input during decision making process
- Assist students and parents during academic tours of Southeast facilities

**League of Students Advocates** St. Louis, MO  
 Participant November 2019– Present

- Advocate and speak for affordability in college for college students pursuing degrees
- Lobby Legislators and Congress about college affordability in Missouri schools
- Lead and assist organizations on-campus to support minority funding

## INVOLVEMENT

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**Academic Support Centers - Academic Mentoring Program** | Participant Sept 2019 - Present  
**Redhawk Rhythm** | Founding Member August 2019 – May 2020

- Southeast Missouri State University acappella group

**100 Black Men** | Participant September 2019

- Leadership opportunity for Black Men in professionalism and business

**Wyman Teen Leadership Program** | Participant June 2018 – Present

- Leadership program granting college access, leadership training, and networking  
Missouri Boys State | Attendee Summer 2017  
El Día de los Niños, El Día de los Libros-Arizona State University| Attendee May 2021

#### SELECTED GRANT/ PROGRAMMING EXPERIENCE

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##### ***Advancing Racial Equity and Access Initiative (2021) Missouri Scholarship and Loan Foundation:***

- AREA-I designs and develops a framework to increase and sustain our targeted efforts to recruit and retain diverse students, staff, and faculty. Served as student leader and ambassador. This initiative funding is \$20,000.

##### ***Diversity Peer Educators Program (2021) Regions Bank:***

- "Designing and Implementing A Diversity Peer Educators (DPE) Program". The program will provide leadership training, leadership development and support to students who are first generation, low income, or students with disabilities (TRIO and TRIO eligible students). Served as student trainer and leader This program was funded at \$5,000.

#### SELECTED PRESENTATIONS AND PANELIST EXPERIENCE

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##### ***Candid Discussion Series: "The Black Community": Sexuality & Relationships in the Black Community, Activism (Media Portrayal) of the Black Community, Systemic Trauma in the Black Community. GC Gateway Church.***

Spring 2021

##### **Panelist**

- Sexuality & Relationships: [https://youtu.be/M70\\_mqgxtZA](https://youtu.be/M70_mqgxtZA)
- Activism (Media Portrayal): <https://youtu.be/cOYpFudgFeM>
- Systemic Trauma: [https://youtu.be/s\\_EKmp3yDAU](https://youtu.be/s_EKmp3yDAU)

##### **Cape Central Middle School Roundtable Discussion: Cultural Awareness Panel (2021).May 2021**

##### **Panelist**

- Informed faculty and staff of Cape Middle School about systemic trauma in the school system
- Directly educated and influenced how the school administration interacts with black and brown students

##### **McNair Winter Research Institute: Annotated Bibliography Presentation (2021).January 2021**

##### **Presenter**

- Informed McNair Scholars of Southeast Missouri State on how to properly create an Annotated Bibliography

##### **College Success Seminar: Secrets of a Successful Student (2021). 2021**

February

##### **Presenter**

- Informed and presented to fellow college students and staff ways to succeed during college learning
- Explained multiple methods deemed helpful for students regarding Time Management,

SCHOLARSHIPS & AWARDS

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**Purdy Emerging Leaders Scholarship**  
Spring '23

Fall '20-

- Named in honor of Allan Walker Purdy, this program provides merit-based scholarships to emerging leaders who are outstanding students and who have the need for additional resources for higher education. This scholarship supports candidates who demonstrate leadership, character, and academic performance. Additionally, these students have a vision, are eager to make their contribution to the world and have the work ethic to bring their dreams to fruition.

**Flourish Initiative & Veterans United Home Loans Scholarship for Students of Color**

Fall'21-

Spring'22

- This scholarship is awarded to students who present hard work ethic who have a drive and passion for education. This scholarship supports candidates who demonstrate our core values of being passionate, having fun, delivering results with integrity, and enhancing lives every day. This award allows for minority students in education to use their vision and voice to make a difference and create a change in the world.

**Michael J. Helm Leadership Award -TRIO Programs**  
2020

Spring

- Recognizes students who have demonstrated excellent leadership and advocacy and participated in the Academic Support Centers' Success @Southeast Institute.
-



**BOARD OF GOVERNORS**

**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Approve the Charter for the Board of Governors Academic and Student Engagement Committee.

**II. Background:**

On June 26, 2017, the University's governing board, then a Board of Regents, adopted formal By-Laws. Subsequently, the Board approved Amended and Restated By-Laws on February 26, 2021. With the adoption of the Amended and Restated By-Laws, the Board established two committees – the Academic and Student Engagement Committee and the Finance and Audit Committee.

The Committees began meeting at the start of the fall 2021 semester and continue to meet with regular frequency. To better guide their work, the Committees have adopted formal Charters. The Academic and Student Engagement Committee reviewed a draft Charter at its September 16, 2021. After incorporating requested revisions, the Committee recommended adoption of the Charter at its December 9, 2021 meeting. After approval by the Board of Governors the Charter will take effect and any future proposed changes shall be submitted to the Board for approval.

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**Recommended By:**

Student Government _____	Chairperson _____
Faculty Senate _____	Dean _____
Administrative Council _____	Academic Council _____
VP, Enroll. Man. & Stu. Suc. _____	Provost _____
VP, Finance & Admin. _____	
VP, University Advancement _____	<b>President</b> _____

---

<b>Board Action on:</b> _____	Postpone: _____
Motion By: _____	Amend: _____
Second By: _____	Disapprove: _____
Vote: Yeas: _____ Nays: _____	Approve: _____
Abstentions: _____	Secretary: _____



## **ACADEMIC AND STUDENT ENGAGEMENT COMMITTEE CHARTER**

### **SOUTHEAST MISSOURI STATE UNIVERSITY BOARD OF GOVERNORS**

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#### **I. Background and Authority**

- Article I, Section 1.3 of the Adopted and Restated By-Laws of the Board of Governors of Southeast Missouri State University (By-Laws) outlines powers and duties of the Board, which include, but are not limited to considerations related to the mission of the University; establish, review and approve new academic programs, or changes to existing ones; grant diplomas and confer degrees based on the recommendation of the University President; and approve the Institutional Strategic Plan; among other delegations.
- Article III, Section 3.7 of the By-Laws outlines authority delegated the University President by the Board, which includes, but is not limited to general superintendence and control; compliance with the standards of regional accreditation; oversight of the University's intercollegiate athletic program; and other delegated powers.
- Article IV, Section 4.1 provides for the creation of standing committees of the Board with language in Article IV, Section 4.3 establishing an Academic and Student Engagement Committee.
- The University, and thereby the Board of Governors and its Committees, is subject to and must comply with the Missouri Sunshine Law (open meetings and records law), Chapter 610, RSMo.

#### **II. Mission**

The mission of the Academic and Student Engagement Committee is to oversee the University's academic and student affairs, and ensure that the University's academic and co-curricular programs and offerings, and related considerations, are aligned with the University's strategic objectives.

#### **III. Organization**

##### *Membership/Structure*

The Academic and Student Engagement Committee shall consist of no less than three members of the Board of Governors, and no more than seven members total, including ex-officio members. The committee chair, and all Board of Governors representatives, shall be appointed by the Board President. The University President and the University's Provost and Vice President for Enrollment Management and Student Success shall be non-voting, ex-officio members of the committee. At least two of the Board of Governors representatives should have business, education, legal, marketing and communications, facilities, or technology expertise.

### *Staff Designee*

The Board Secretary or his/her designee shall be the staff to the Academic and Student Engagement Committee.

### *Agenda, Minutes, and Reports*

The Committee Chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to committee members at least 5 days in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the committee chair, and approved by committee members at the following meeting. A copy of any approved minutes or committee reports, will be provided to each member of the Board of Governors in the materials of the next regular meeting of the Board.

## **IV. Meetings**

### *Meetings/Quorum*

The Academic and Student Engagement Committee shall meet at least one (1) time per quarter, or as otherwise designated. The Committee may invite representatives of the University, partner K-12 or higher education institutions and agencies, NCAA, legal counsel, and others to attend meetings and to provide pertinent information as required and requested. A quorum of any meeting of the Academic and Student Engagement Committee shall consist of a majority of its Board of Governors-appointed representatives. The Committee may convene in-person, by telephone or electronically via web-based or other tele-conference capability.

## **V. Purpose, Duties and Responsibilities**

The Academic and Student Engagement Committee will assist the Southeast Missouri State University Board of Governors perform its responsibilities and oversight related, but not limited to:

- The mission of the University.
- Academic programs and additions or changes thereto.
- Recruitment, enrollment, retention and graduation of students.
- The University's Institutional Strategic Action Plan.
- Regional accreditation and program-specific accreditation as necessary and appropriate.
- Compliance with laws, rules, regulations, and University Business Policies and Procedures.

Occasionally, it may also be appropriate for the Committee to consider and discuss topic related, but not limited to, diversity and inclusion, student life, alumni, and athletics.

The Academic and Student Engagement Committee shall review and assess the Committee Charter annually, and any proposed changes shall be submitted to the board for approval.





## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

### Open Session

**I. Motion to be Considered:**

Authorize and approve the deletion of individual Options (Health Policy and Management, Nutrition, Social/Behavioral, Information, and Biology) in the BS in Public Health program. The BS in Public Health, with no Options, would continue to be offered.

**II. Background:**

**Justification:** The Nutrition unit in the Department of Kinesiology, Nutrition, and Recreation is proposing a program change to modify the existing Bachelor of Science in the Public Health program. The 5 undergraduate Public Health Options will be consolidated into one Public Health program with free elective choices. Consolidating these Options will strengthen the program and allow for a stronger core curriculum with a focus on Public Health as a discipline.

**Need:** The current program has limited numbers spread across the existing Options with all those Options having less than 4 students currently enrolled for the Fall 2021 semester. The proposed changes will allow for greater focus on Public Health while still maintaining free elective choices so students can gain additional knowledge within unique disciplines as they pertain to public health. The changes will foster growth opportunities and make the program more desirable at a time when public health is a key focus nationally and globally.


**Program Summary:**

The Public Health program will continue to be offered and more heavily marketed to increase enrollments. The number of core hours has been reduced from 108 to 63 to provide the needed

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**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost 

**President** 

**Board Action on:**

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

flexibility and the program will require a total of 120 credit hours. For the Fall of 2021 there are a total of 8 students enrolled in the program.

Current: BS Public Health

Options: Health Policy and Management

Nutrition

Social/Behavioral

Information

Biology

Proposed: BS Public Health



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Public Health ● Options: 1)Health Policy and Management 2)Nutrition 3)Social/Behavioral 4)Information 5)Biology	BS	510000	Public Health: No Options	BS	512201

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☒ Delete option

☐ Place program on inactive status

Delete all Options	510000	12/17/2021
Name of program/certificate/option	Degree type and CIP code	Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

### AUTHORIZATION

Click here to enter text.		Click here to enter a date.
Name/Title of Institutional Officer	Signature	Date



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the deletion of the MA in Human Environmental Studies program.

#### II. Background:

**Justification:** The Human and Environmental Studies program has had declining enrollments and a decreasing number of completers over the past several years.

**Program Summary:** As part of the academic reorganization that took place in 2018, programs such as the MS in Applied Nutrition and the MS in Nutrition and Exercise Science have been developed and implemented that meet the needs of students wishing to pursue careers in disciplines previously filled by Human and Environmental Studies graduates. For these reasons, we propose deletion of the program.

Human Environmental Studies MA	Enrollment Fall 2017	Enrollment Fall 2018	Enrollment Fall 2019	Enrollment Fall 2020	Enrollment Fall 2021
	16	12	5	1	2

Human Environmental Studies MA	Degrees Awarded 2016-2017	Degrees Awarded 2017-2018	Degrees Awarded 2018-2019	Degrees Awarded 2019-2020	Degrees Awarded 2020-2021
	10	3	7	5	2

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost  \_\_\_\_\_  
President  \_\_\_\_\_

#### Board Action on:

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

☒ PUBLIC  
☐ INDEPENDENT



SAVE  
SUBMIT  
ATTACH  
SHOW ATTACHMENTS

**PROGRAM CHANGE REQUEST FOR STAFF REVIEW**

- ☐ Title or CIP change only
- ☐ Combination program created out of closely allied existing programs
- ☐ Option(s) added to existing program(s) *\*attach copy of "before and after" curriculum, plus any existing and proposed options*
- ☐ Addition of certificate program developed from approved existing parent degree
- ☐ Addition of free-standing single-semester certificate program
- ☐ Add or change mode of delivery: classroom, hybrid, and online (indicate before and after modes in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code

- ☒ Delete program(s)
- ☐ Delete options
- ☐ Program placed on "Inactive Status" list

Program/Certificate/Option

Degree and CIP Code

Intended Date of Deletion/Inactivation

Human Environ M.A. 19.0101

9/14/2021

MM/YY

Change of address:

Closed location:

main campus, all off-site locations

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.)

Name/Title of Institutional Officer

Signature

Date

Institution Southeast Missouri State University





SOUTHEAST MISSOURI  
STATE UNIVERSITY · 1873<sup>®</sup>

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve a new undergraduate certificate titled Family Enterprise Management.

#### II. Background:

**Justification:** This certificate would provide individuals with coursework designed to prepare them to understand, navigate, and manage family enterprises and small businesses.

**Need:** Managing and navigating the nuances of a family or small business is becoming increasingly complex. Family businesses are even more complex due to the combination of 'family dynamic' systems and business systems which are not present in non-family businesses. The 12-credit hour, four course sequence is designed to provide completers with the skills and knowledge related to the entrepreneurship, finance, and management aspects needed to be successful in developing and growing a dynamic family business.

**Program Summary:** The certificate consists of 12 credit hours of coursework and is designed primarily for BSBA majors. Of the four courses required for the certificate, FI363 Entrepreneurial Finance and ER551 Managing Family and Small Businesses have been slightly modified to increase their focus on Family Enterprise Management.

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#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
**Motion By:** \_\_\_\_\_  
**Second By:** \_\_\_\_\_  
**Vote:** Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

**Postpone:** \_\_\_\_\_  
**Amend:** \_\_\_\_\_  
**Disapprove:** \_\_\_\_\_  
**Approve:** \_\_\_\_\_  
**Secretary:** \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☐ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☒ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
N/A	N/A	N/A	Family Enterprise Management	UG Certificate	52.0701

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☐ Delete option

☐ Place program on inactive status

<input type="text" value="Click here to enter text."/>	<input type="text" value="Click here to enter text."/>	<input type="text" value="Click here to enter a date."/>
Name of program/certificate/option	Degree type and CIP code	Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

## AUTHORIZATION

<input type="text" value="Click here to enter text."/>	<input type="text" value="Click here to enter a date."/>
Name/Title of Institutional Officer	Signature Date



**SOUTHEAST MISSOURI**  
STATE UNIVERSITY · 1873<sup>®</sup>

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the renaming of the current MBA Option from Entrepreneurship to Entrepreneurship and Corporate Innovation.

#### II. Background:

**Justification:** Innovation is a critical component of Entrepreneurship and businesses staying relevant and current. The proposed title change, and curriculum changes being made in conjunction with the title change, capture the emphasis of Corporate Innovation in the program. This better represents the focus of the program to prospective students and their potential employers.

**Program Summary:** The MBA program has averaged just over 100 completers per year for the past four years. The Entrepreneurship option has averaged two per year over that time. ER551 has been revised and its new title is Managing Family and Small Businesses. That course and two others have been added to the list of possible electives to strengthen the emphasis on entrepreneurship and innovation. The required credit hours remain at 33. The goal of this change, coupled with the growth of the undergraduate program, is to increase the number of students enrolled in and completing the Option.

Current: Master of Business Administration (MBA)

Options: Accounting  
Entrepreneurship  
Environmental Management  
Financial Management  
General Management

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

#### Board Action on:

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



*Board of Governors*

*Motion Consideration Form (Title Change for MBA Option in Entrepreneurship and Corporate Innovation)*

*December 17, 2021*

*Page 2 of 2*

Health Administration  
Industrial Management  
International Business

Proposed: Master of Business Administration (MBA)

Options: Accounting

Entrepreneurship & Corporate Innovation

~~Environmental Management~~-(proposed for deletion)

Financial Management

General Management

Health Administration

~~Industrial Management~~-(proposed for deletion)

International Business



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
MBA Options: 1)Accounting 2)Entrepreneurship 3)Environmental Management 4)Financial Manager 5)General Management 6)Health Administration 7)Industrial Management 8)International Business	MBA	520201	MBA Options: 1)Accounting 2)Entrepreneurship & Corporate Innovation 3)Environmental Management 4)Financial Manager 5)General Management 6)Health Administration 7)International Business	MBA	520201

One option deletion and one option name change

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☒ Delete option

☐ Place program on inactive status

Industrial Management Option

MBA Option - 520201

12/17/2021

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

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List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.
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**AUTHORIZATION**

Click here to enter text.		Click here to enter a date.
---------------------------	--	-----------------------------

Name/Title of Institutional Officer                      Signature                      Date



BOARD OF GOVERNORS

MOTION CONSIDERATION FORM

December 17, 2021

Open Session

I. Motion to be Considered:

Authorize and approve the renaming of the current BSBA from Entrepreneurship to Entrepreneurship and Corporate Innovation.

II. Background:

**Justification:** Innovation is a critical component of Entrepreneurship and businesses staying relevant and current. The proposed title change and curriculum changes, being made in conjunction with the title change, capture the emphasis of Corporate Innovation in the program. This better represents the focus of the program to prospective students and their potential employers.

**Program Summary:** The BSBA program in Entrepreneurship became a standalone program in the 2018-2019 academic year. The program has maintained an average of approximately 40 majors with a slight drop this past year. The goal of this change is to increase the marketability and interest in the program to prospective students, employers, entrepreneurs, and business owners. The change incorporates a few minor curricular changes, such as, FI363 Entrepreneurial Finance replacing MK342 Professional Selling as a required course and MK342 being listed as an elective course. MG354 Business Negotiation: Concepts and Practice is also now included as a possible elective. The total required credit hours remain at 120.

Current: Bachelor of Science in Business Administration (BSBA) in Entrepreneurship

Proposed: Bachelor of Science in Business Administration (BSBA) in Entrepreneurship & Corporate Innovation

Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

President \_\_\_\_\_

Board Action on: \_\_\_\_\_

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_

Amend: \_\_\_\_\_

Disapprove: \_\_\_\_\_

Approve: \_\_\_\_\_

Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Entrepreneurship	BSBA	520701	Entrepreneurship and Corporate Innovation	BSBA	520701

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☐ Delete option

☐ Place program on inactive status

Click here to enter text.	Click here to enter text.	Click here to enter a date.
Name of program/certificate/option	Degree type and CIP code	Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

## AUTHORIZATION

Click here to enter text.	Click here to enter a date.
Name/Title of Institutional Officer	Signature
	Date





**SOUTHEAST MISSOURI**  
STATE UNIVERSITY · 1873®

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the renaming of the current Minor from Entrepreneurship to Entrepreneurship and Corporate Innovation.

#### II. Background:

**Justification:** Innovation is a critical component of Entrepreneurship and businesses staying relevant and current. The proposed title change, and curriculum changes being made in conjunction with the title change, capture the emphasis of Corporate Innovation in the program. This better represents the focus of the program to prospective students and their potential employers.

**Program Summary:** The BSBA program in Entrepreneurship Minor has averaged 6.5 completers per year for the last four years. The goal of this change is to increase the marketability and interest in the minor to prospective students, employers, entrepreneurs, and business owners. ER551 has been revised and the new title is Managing Family and Small Businesses. ER562 New Product Development & Innovation Management has also been added to the required courses. Several additional courses that will strengthen the experiences related to entrepreneurship and innovation have been added to the list of possible elective courses. These changes also reduce the number of prerequisites for courses, making the minor available to more students. With the reduction in specialty Entrepreneurship minors, this minor is available to serve students who in the past would have enrolled in these minors, for example Fine Arts Entrepreneurship

Current: Minor in Entrepreneurship

Proposed: Minor in Entrepreneurship & Corporate Innovation

---

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_

Amend: \_\_\_\_\_

Disapprove: \_\_\_\_\_

Approve: \_\_\_\_\_

Secretary: \_\_\_\_\_



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the deletion of the Healthcare Management Graduate Certificate titled General Certificate.

#### II. Background:

**Justification:** The Healthcare Management Graduate General Certificate has had only one completer in the past five years. Due to lack of interest the department is proposing the deletion of this certificate.

Students interested in healthcare management will still be able to pursue the Masters of Science degree in Healthcare Management or healthcare graduate certificates in Administration or Informatics.

---

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☐ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Healthcare Management: General Certificate	Grad Cert	510701			

Attach a copy of the "before and after" curriculum, as applicable

☒ Delete program

☐ Delete option

☐ Place program on inactive status

Healthcare Management:  
General Graduate Certificate

510701

12/17/2021

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

### AUTHORIZATION

Click here to enter text.

Name/Title of Institutional Officer

Signature

Click here to enter a date.

Date





**BOARD OF GOVERNORS**  
**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Authorize and approve the deletion of the Healthcare Management Graduate Certificate titled Quality and Patient Safety.

**II. Background:**

**Justification:** The Healthcare Management Graduate Certificate in Quality and Patient Safety has had only one completer in the past five years. Due to lack of interest the department is proposing the deletion of this certificate.

Students interested in healthcare management will still be able to pursue the Master of Science degree in Healthcare Management or healthcare graduate certificates in Administration or Informatics.

**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☐ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Healthcare Management: Quality & Patient Safety Certificate	Grad Cert	510701			

Attach a copy of the "before and after" curriculum, as applicable

☒ Delete program

☐ Delete option

☐ Place program on inactive status

Healthcare Management: Quality & Patient Safety Graduate Certificate	510701	5/1/2022
--	--------	----------

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

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### AUTHORIZATION

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Name/Title of Institutional Officer

Signature

Click here to enter a date.

Date



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the deletion of the Quality and Patient Safety and the General Options of the Health Management MS program.

#### II. Background:

**Justification:** The Quality and Patient Safety Option of the Healthcare Management MS program has average 1.25 completers per year for the last four years and the General Option has averaged 2.5 over that same time period. The deletion of these Options allows for greater focus on the remaining two Option areas in which the greatest interest and demand exist. These changes along with proposed curriculum changes facilitate the option of pursuing external accreditation for the program.

Current: MS Healthcare Management  
Options: Administration  
Informatics  
General  
Quality & Patient Safety

Current: MS Healthcare Management  
Options: Administration  
Informatics  
~~General~~  
~~Quality & Patient Safety~~

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

#### Board Action on: \_\_\_\_\_

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☐ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Healthcare Management Options: 1)Administration 2)Informatics 3)General 4)Quality & Patient Safety	MS	510701	Healthcare Management Options: 1)Administration 2)Informatics	MS	510701

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☒ Delete option

☐ Place program on inactive status

General and Quality & Patient  
Safety

510701

12/17/2021

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

### AUTHORIZATION

Click here to enter text.

Name/Title of Institutional Officer

Signature

Click here to enter a date.

Date





## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

### Open Session

#### I. Motion to be Considered:

Authorize and approve the renaming of the current Options in the Healthcare Management BS from:

- Quality and Patient Safety to Healthcare Quality
- Informatics to Healthcare Informatics

#### II. Background:

**Justification:** The Option title change along with propose curricular changes better aligns the program with employer expectations of healthcare management graduates and the current focus within the industry. These changes also lay a foundation for pursuing external accreditation.

**Program Summary:** The BS in Healthcare Management averages about 55 majors per year and the number of completers per year has averaged 17 for the past two years. The demand for the program remains strong and changes to these Options will further align the program with industry needs.

Current: BS Healthcare Management  
Options: Informatics  
Quality & Patient Safety

Current: BS Healthcare Management  
Options:  
Healthcare Informatics  
Healthcare Quality

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Healthcare Management Options: 1) Informatics 2) Quality & Patient Safety	BS	510701	Healthcare Management Options: 1) Healthcare Informatics 2) Healthcare Quality	BS	510701

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☐ Delete option

☐ Place program on inactive status

Click here to enter text.

Click here to enter text.

Click here to enter a date.

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

### AUTHORIZATION

Click here to enter text.

Click here to enter a date.

Name/Title of Institutional Officer

Signature

Date



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the deletion of the Industrial Management and Environmental Management Options of the MBA program.

#### II. Background:

**Justification:** The Industrial Management Option of the MBA program was first offered in the 2015-2016 academic year. To date, the program has had six students declare and pursue that Option of the MBA program. For this reason, we are proposing the deletion of this Option. The Environmental Management Option of the MBA program has been in existence for more than 15 years. To date, the program has had three students declare and pursue that Option of the MBA program and only one graduate. For this reason, we are proposing the deletion of this Option.

**Program Summary:** Future students can opt for one of the six remaining MBA Options.

Current: Master of Business Administration (MBA)

Options: Accounting  
Entrepreneurship  
Environmental Management  
Financial Management  
General Management  
Health Administration  
Industrial Management  
International Business

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

President \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

Proposed: Master of Business Administration (MBA)

Options: Accounting

Entrepreneurship (*Entrepreneurship and Corporate Innovation*)

~~Environmental Management~~

Financial Management

General Management

Health Administration

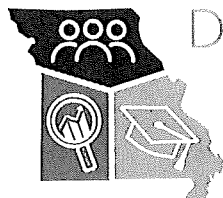
~~Industrial Management~~

International Business

MBA Option	Enrollment Fall 2017	Enrollment Fall 2018	Enrollment Fall 2019	Enrollment Fall 2020	Enrollment Fall 2021
Accounting	18	14	15	15	20
Entrepreneurship	3	1	3	2	4
Environmental Mgmt.	--	1	1	1	--
Financial Mgmt.	21	12	4	8	10
General Mgmt.	46	43	33	63	68
Health Admin	4	13	9	8	13
Industrial Mgmt.	--	--	--	1	5
Intl Business	6	10	5	6	10

MBA Option	Degrees Awarded 2016-2017	Degrees Awarded 2017-2018	Degrees Awarded 2018-2019	Degrees Awarded 2019-2020	Degrees Awarded 2020-2021
Accounting	10	9	8	7	7
Entrepreneurship	--	3	2	1	2
Environmental Mgmt.	--	--	--	--	--
Financial Mgmt.	8	10	10	2	1
General Mgmt.	40	27	21	17	25
Health Admin	4	2	4	3	4
Industrial Mgmt.	--	--	--	--	--
Intl Business	6	5	5	5	3





# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
MBA Options: 1)Accounting 2)Entrepreneurship 3)Environmental Management 4)Financial Management 5)General Management 6)Health Administration 7)Industrial Management 8)International Business	MBA	520201	MBA Options: 1)Accounting 2)Entrepreneurship & Corporate Innovation 3)Financial Management 5)General Management 6)Health Administration 7)International Business	MBA	520201

One option deletion and one option name change

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☒ Delete option

☐ Place program on inactive status

Industrial Management

Option

12/17/2021

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

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List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.
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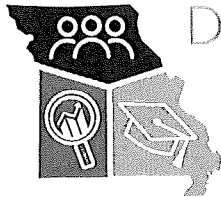
#### AUTHORIZATION

Click here to enter text.			Click here to enter a date.
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Name/Title of Institutional Officer

Signature

Date



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
MBA Options: 1)Accounting 2)Entrepreneurship 3)Environmental Management 4)Financial Management 5)General Management 6)Health Administration 7)Industrial Management 8)International Business	MBA	520201	MBA Options: 1)Accounting 2)Entrepreneurship & Corporate Innovation 3)Financial Management 4)General Management 5)Health Administration 6)International Business	MBA	520201

One option deletion and one option name change

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☒ Delete option

☐ Place program on inactive status

Environmental Management	Option	12/17/2021
Name of program/certificate/option	Degree type and CIP code	Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

---

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.
---------------------------

#### AUTHORIZATION

Click here to enter text.		Click here to enter a date.
---------------------------	--	-----------------------------

Name/Title of Institutional Officer

Signature

Date



SOUTHEAST MISSOURI  
STATE UNIVERSITY · 1873®

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve a new undergraduate certificate titled Media for Managers.

#### II. Background:

**Justification:** This certificate would provide individuals who are new or already working within a broad range of organizations (small and medium businesses, non-profit organizations, government agencies, etc.) with the skills necessary to effectively manage creative media strategy in the modern job market.

**Need:** Today's media managers need more than managerial skills: they must understand how different types of media function and be able to produce creative messaging for specific media platforms, to build relationships with stakeholders and other media, and to analyze the results of their work.

**Program Summary:** The certificate consists of 15 credit hours of coursework that would be offered fully online in order to be accessible to working professionals and those wanting to gain skills specific to media managers. The certificate is comprised of existing courses within the department and will be delivered either online or as HyFlex courses.

---

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

#### Board Action on:

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Ycas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southeast Missouri State University

☐ Title or CIP change

☐ Combination program created out of closely allied existing programs

☐ Add option to existing program

☒ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
N/A	N/A	N/A	Media for Managers certificate	Certificate	090102

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☐ Delete option

☐ Place program on inactive status

Click here to enter text.

Click here to enter text.

Click here to enter a date.

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

## AUTHORIZATION

Click here to enter text.

Click here to enter a date.

Name/Title of Institutional Officer

Signature

Date

**NO EXISTING CERTIFICATE—NEW PROGRAM**

**Proposed Certificate: Media for Managers**

**Total Hours: 15 (SE Online)**

- MC231 - Social Media Content Creation
- MC301 - Media Analytics
- MC304 - Media Diversity
- MC316 - Advertising Media
- MC367 – Converged Media Campaigns

**Course Descriptions**

- **MC231 - Social Media Content Creation:** *Strategic communication techniques for creating and implementing social media strategies in the professional context with a special focus on content creation skills.*
- **MC301 – Media Analytics:** *A study of research techniques and theories associated with media industry measurements, including audience composition, media output and audience responses.*
- **MC304 – Media Diversity:** *An examination of the roles, impact, portrayals, perceptions, contributions and challenges of minorities in media content and media professions.*
- **MC316 – Advertising Media:** *Study of advertising placement in all forms of media - emphasis on comparison, target audience delivery, cost efficiency and effectiveness.*
- **MC367 - Converged Media Campaigns:** *Strategies to manage the combined use of traditional, digital and social media platforms in order to develop, produce and distribute media content designed to achieve organizational objectives.*



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

#### Open Session

#### I. Motion to be Considered:

Authorize and approve the addition of a new Option titled Media Management within the BS in Mass Communication program.

#### II. Background:

**Justification:** Today's media managers need more than managerial skills: they must understand how different types of media function and be able to produce creative messaging for specific media platforms, to build relationships with stakeholders and other media, and to analyze the results of their work.



**Need:** The Bureau of Labor Statistics suggests higher-than-average projected growth of 6%-9% through 2029 for jobs in media management – advertising, public relations, and social media. The proposed Option will provide the skills necessary for those seeking to progress into media management positions or needing the skills to remain current in their media roles.

**Program Summary:** The proposed Option incorporates the 15 credit hours of the proposed certificate and builds on those skills for completion of the Option. Students pursuing the Media Management Option of the Mass Communication program will be able to complete the program entirely online. This provides working professionals the flexibility to complete their education while continuing their employment.

---

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost  \_\_\_\_\_  
President  \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



Current: BS Mass Communication

Options: Advertising

Multimedia Journalism

Public Relations

Television & Film

Proposed: BS Mass Communication

Options: Advertising

Multimedia Journalism

Public Relations

Television & Film

Media Management

BS in Mass Communication Options	Enrollment Fall 2017	Enrollment Fall 2018	Enrollment Fall 2019	Enrollment Fall 2020	Enrollment Fall 2021
Advertising	65	63	66	61	53
Multimedia Journalism	70	56	63	64	58
Public Relations	105	84	73	52	47
Television & Film	88	94	85	90	81
Total	<b>328</b>	<b>297</b>	<b>287</b>	<b>267</b>	<b>239</b>

BS in Mass Communication Options	Degrees Awarded 2016-2017	Degrees Awarded 2017-2018	Degrees Awarded 2018-2019	Degrees Awarded 2019-2020	Degrees Awarded 2020-2021
Advertising	19	18	11	23	16
Multimedia Journalism	6	6	13	10	9
Public Relations	39	29	17	36	16
Television & Film	18	16	16	21	21
Total	<b>82</b>	<b>69</b>	<b>57</b>	<b>90</b>	<b>62</b>



# DEPARTMENT OF HIGHER EDUCATION & WORKFORCE DEVELOPMENT

PUBLIC ☒

INDEPENDENT ☐

## PROGRAM CHANGE REQUEST FOR STAFF REVIEW

Name of Institution:

Southwest Missouri State University

☒ Title or CIP change

☐ Combination program created out of closely allied existing programs

☒ Add option to existing program

☐ Add certificate program (from approved existing parent degree or stand-alone) *\*attach curriculum*

☐ Add or change mode of delivery: classroom, hybrid or online (indicate current mode(s) in Title of Old Program/Certificate and changed modes in Title of New Program/Certificate in table below)

Before the Proposed Change			After the Proposed Change		
Title of Old Program/Certificate	Degree	CIP Code	Title of New Program/Certificate	Degree	CIP Code
Mass Communication: Options 1)Advertising 2)Multimedia Journalism 3)Public Relations 4)Television & Film	BS	090101	Mass Communication: Options 1)Advertising 2)Multimedia Journalism 3)Public Relations 4)Television & Film 5)Media Management	BS	090102

Attach a copy of the "before and after" curriculum, as applicable

☐ Delete program

☐ Delete option

☐ Place program on inactive status

Click here to enter text.

Click here to enter text.

Click here to enter a date.

Name of program/certificate/option

Degree type and CIP code

Date to delete or inactivate

☐ Change of address

☐ Closed location

☐ Existing Program Added to a New or Existing Site (these actions will be posted for review)

Click here to enter text.

Enter address change, address of closed location or Program Title, Degree Level, CIP and mode of delivery of previously approved program to be added to a new site.

List sites where changes on this form should be applied (such as main campus, all off-site locations, etc.):

Click here to enter text.

### AUTHORIZATION

Click here to enter text.

Name/Title of Institutional Officer

Signature

Click here to enter a date.

Date

## Proposed Curriculum Changes -- Mass Communication

### Old Curriculum

### Proposed Curriculum

<p>Core Curriculum: 24 hours required</p> <ul style="list-style-type: none"> <li>• MC001 Exit Interview (0)</li> <li>• MC101 Media and Society (3)</li> <li>• MC221 Digital Media Production (3)</li> <li>• MC301 Media Analysis (3)</li> <li>• MC304 Media Diversity (3)</li> <li>• MC382 Media History (3)</li> <li>• MC401 Media Law (3)</li> <li>• 6 hours MC electives (6)</li> </ul>	<p>Core Curriculum: 24 hours required</p> <ul style="list-style-type: none"> <li>• MC001 Exit Interview (0)</li> <li>• MC101 Media and Society (3)</li> <li>• MC221 Digital Media Production (3)</li> <li>• MC301 Media Analysis (3)</li> <li>• MC304 Media Diversity (3)</li> <li>• MC382 Media History (3)</li> <li>• MC401 Media Law (3)</li> <li>• 6 hours MC electives (6)</li> </ul>
<p>Ad Option: 21 hours required</p> <ul style="list-style-type: none"> <li>• MC211 Advertising &amp; Society (3)</li> <li>• MC310 Advertising Analysis and Strategy (3)</li> <li>• MC312 Advertising Creative Concepts (3)</li> <li>• MC316 Advertising Media (3)</li> <li>• MC318 Advertising Digital Applications (3)</li> <li>• MC418 Advertising Campaigns (3)</li> <li>• MC429 Media Management (3)</li> </ul>	<p>Ad Option: 21 hours required</p> <ul style="list-style-type: none"> <li>• MC211 Advertising &amp; Society (3)</li> <li>• MC310 Advertising Analysis and Strategy (3)</li> <li>• MC312 Advertising Creative Concepts (3)</li> <li>• MC316 Advertising Media (3)</li> <li>• MC318 Advertising Digital Applications (3)</li> <li>• MC418 Advertising Campaigns (3)</li> <li>• MC429 Media Management (3)</li> </ul>
<p>Multimedia Journalism Option: 21 hours required</p> <ul style="list-style-type: none"> <li>• MC002 Arrow Lab (0)</li> <li>• MC320 Media News (3)</li> <li>• MC322 Design for Media (3)</li> <li>• MC323 Media Audio Production (3)</li> <li>• MC327 Media Video Production (3)</li> <li>• MC331 Strategic Writing (3)</li> <li>• MC421 Multimedia Storytelling (3)</li> <li>• MC429 Media Management (3)</li> </ul>	<p>Multimedia Journalism Option: 21 hours required</p> <ul style="list-style-type: none"> <li>• MC002 Arrow Lab (0)</li> <li>• MC320 Media News (3)</li> <li>• MC322 Design for Media (3)</li> <li>• MC323 Media Audio Production (3)</li> <li>• MC327 Media Video Production (3)</li> <li>• MC331 Strategic Writing (3)</li> <li>• MC421 Multimedia Storytelling (3)</li> <li>• MC429 Media Management (3)</li> </ul>
<p>Public Relations Option:</p> <ul style="list-style-type: none"> <li>• MC231 Social Media Content Creation and Strategy (3)</li> <li>• MC330 Public Relations Principles (3)</li> <li>• MC331 Strategic Writing (3)</li> <li>• MC333 Strategic Production (3)</li> <li>• MC334 Public Relations Research (3)</li> <li>• MC430 Professional Strategic Communication (1)</li> <li>• MC431 Ethical Strategic Communication (1)</li> <li>• MC432 Hot Topics in Strategic Communication (1)</li> <li>• MC434 Public Relations Campaigns and Case Studies (3)</li> </ul>	<p>Public Relations Option:</p> <ul style="list-style-type: none"> <li>• MC231 Social Media Content Creation and Strategy (3)</li> <li>• MC330 Public Relations Principles (3)</li> <li>• MC331 Strategic Writing (3)</li> <li>• MC333 Strategic Production (3)</li> <li>• MC334 Public Relations Research (3)</li> <li>• MC430 Professional Strategic Communication (1)</li> <li>• MC431 Ethical Strategic Communication (1)</li> <li>• MC432 Hot Topics in Strategic Communication (1)</li> <li>• MC434 Public Relations Campaigns and Case Studies (3)</li> </ul>

<p>TV/Film Option:</p> <ul style="list-style-type: none"> <li>• MC351 Basic TV &amp; Film Production (3)</li> <li>• MC352 Video Postproduction (3)</li> <li>• MC354 Screenwriting (3)</li> <li>• MC363 Sports Broadcast Production (3)</li> <li>• MC366 Television Directing (3)</li> <li>• MC451 Advanced Film Production (3)</li> <li>• MC469 Advanced Video Production (3)</li> </ul>	<p>TV/Film Option:</p> <ul style="list-style-type: none"> <li>• MC351 Basic TV &amp; Film Production (3)</li> <li>• MC352 Video Postproduction (3)</li> <li>• MC354 Screenwriting (3)</li> <li>• MC363 Sports Broadcast Production (3)</li> <li>• MC366 Television Directing (3)</li> <li>• MC451 Advanced Film Production (3)</li> <li>• MC469 Advanced Video Production (3)</li> </ul>
	<p><b>Media Management Option: NEW online option</b></p> <ul style="list-style-type: none"> <li>• MC211 Advertising &amp; Society (3)</li> <li>• MC231 Social Media Content Creation and Strategy (3)</li> <li>• MC316 Advertising Media (3)</li> <li>• MC320 Media News (3)</li> <li>• MC367 Converged Media Campaigns (3)</li> <li>• MC373 Media Ethics (3)</li> <li>• MC429 Media Management (3)</li> </ul>
<p>Required Support Courses – 3 hours required Choose <u>one</u> course:</p> <ul style="list-style-type: none"> <li>• MA123 Mathematical Reasoning and Modeling (3)</li> <li>• MA155 Statistical Reasoning (3)</li> </ul>	<p>Required Support Courses – 3 hours required Choose <u>one</u> course:</p> <ul style="list-style-type: none"> <li>• MA123 Mathematical Reasoning and Modeling (3)</li> <li>• MA155 Statistical Reasoning (3)</li> </ul>
<p>Required Minor: 15 hours (Minimum)</p>	<p>Required Minor: 15 hours (Minimum)</p>

**MINUTES OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
ACADEMIC & STUDENT ENGAGEMENT COMMITTEE  
HELD ON THE  
FIRST DAY OF SEPTEMBER 2021**

The Academic and Student Engagement Committee for the Board of Governors of Southeast Missouri State University convened on Wednesday, September 1, 2021, at approximately 10:00 a.m., in Academic Hall, Room 143, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Committee Chairman Mr. Phillip M. Britt called the meeting to order. Committee members appointed by the President of the Board of Governors present were: Mr. Vivek Malik, and Ms. Lauren Kohn, Student Representative to the Board of Governors. Governor Britt welcomed those in attendance and outlined the agenda for the meeting for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; Dr. Mike Godard, Provost; Dr. Debbie Below, Vice President of Enrollment Management and Student Success; and Mr. Christopher R. Martin, Board Secretary. Governor Britt.

The agenda for the meeting focused on a review of the Committee charge included in the Adopted and Restated By-Laws of the Board of Governors of Southeast Missouri State University and a discussion on how the Committee desires to operate going forward.

In discussing the Committee charge, members expressed a desire for a formal charter that could help better define the scope of the Committee. Members also expressed an opinion that as the new Committee structure for the Board evolves, they could help with communication and provide an opportunity for Board members to gain a more focused concentration into specific issues. Ultimately, members felt their responsibility is to develop a level of understanding and knowledge that can help inform presentations and recommendations made at Board meeting. Governor Britt stated he would work with Board Secretary Martin to prepare a draft Charter for the Committee to review at their next meeting.

With regard to considerations related to future meetings of the Committee, members reached consensus that they should meet at least once in between regularly scheduled Board meeting and that a schedule can be created that is convenient for everyone. If a Committee meeting is necessary prior to a Board meeting, members felt it appropriate to be scheduled at least 7-10 days before the meeting.

Before concluding, the Committee returned to the Committee Charge in the By-Laws for a brief discussion. The question was presented “what does University’s strategic initiatives including, without limitation, the University’s academic and co-curricular programs and offerings mean?” In response, examples discussed included accreditation, both Higher Learning Commission and program-specific accreditations; new program proposals, modifications, deletions, etc. Members agreed their goal should not be to micromanage the process but to be informed to assure members of the public during a meeting that the process is working, and so that Committee

members can help inform and educate other members of the Board of Governors. Another question was “what does student engagement entail?” Examples provided in reply included items like recruitment, enrollment, and alumni engagement. Other examples may involve diversity and inclusion initiatives, co-curricular activities, and athletics. Members felt that the Committee Charter should be drafted in a manner that provides flexibility to look at these as other issues that may arise as appropriate.

Governor Britt announced that the Committee’s next meeting would be Thursday, September 16, 2021 at 1:00 p.m.

The meeting concluded at approximately 11:00 a.m.

Respectfully submitted,

---

Christopher R. Martin  
Secretary, Board of Governors

**MINUTES OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
ACADEMIC & STUDENT ENGAGEMENT COMMITTEE  
HELD ON THE  
SIXTEENTH DAY OF SEPTEMBER 2021**

The Academic and Student Engagement Committee for the Board of Governors of Southeast Missouri State University convened on Thursday, September 16, 2021, at approximately 1:05 p.m., in Academic Hall, Room 143, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Committee Chairman Mr. Phillip M. Britt called the meeting to order. Committee members appointed by the President of the Board of Governors present were: Mr. Vivek Malik, and Ms. Lauren Kohn, Student Representative to the Board of Governors. Governor Britt welcomed those in attendance and outlined the agenda for the meeting for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; Dr. Mike Godard, Provost; Dr. Debbie Below, Vice President of Enrollment Management and Student Success; and Mr. Christopher R. Martin, Board Secretary. Governor Britt presided.

The first order of business included a review of minutes from the Committee's September 1, 2021, meeting. The minutes were approved.

The second order of business focused on a review of a draft Committee Charter that was prepared by Board Secretary Martin. In discussing the draft Charter, Governor Britt reminded his colleagues that a goal of the Committee should be to provide education to board members on various topics that assists them in their oversight responsibilities, and that the Committee charter should be drafted in a way that does not infringe on university administration's day-to-day decision making and operations. After review of the draft Charter, there were minor edits were suggested to sections of it listing a staff designee and outlining the Committee's purpose, duties and responsibilities. Board Secretary Martin will incorporate the requested revisions into a new draft for the Committee to consider at a future meeting.

The final item on the Committee's agenda was a work session to review the agendas for the Board of Governors September 23<sup>rd</sup> Retreat and September 24<sup>th</sup> meeting.

The meeting concluded at approximately 2:50 p.m.

Respectfully submitted,

---

Christopher R. Martin  
Secretary, Board of Governors



**BOARD OF GOVERNORS**

**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Approve the Charter for the Board of Governors Finance and Audit Committee.

**II. Background:**

On June 26, 2017, the University's governing board, then a Board of Regents, adopted formal By-Laws. Subsequently, the Board approved Amended and Restated By-Laws on February 26, 2021. With the adoption of the Amended and Restated By-Laws, the Board established two committees – the Academic and Student Engagement Committee and the Finance and Audit Committee.

The Committees began meeting at the start of the fall 2021 semester and continue to meet with regular frequency. To better guide their work, the Committees have adopted formal Charters. The Finance and Audit Committee reviewed a draft Charter at its September 20, 2021. After incorporating requested revisions, the Committee recommended adoption of the Charter at its December 13, 2021 meeting. After approval by the Board of Governors the Charter will take effect and any future proposed changes shall be submitted to the Board for approval.

---

**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_  
**President** \_\_\_\_\_

---

**Board Action on:** \_\_\_\_\_

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_





## **FINANCE AND AUDIT COMMITTEE CHARTER**

### **SOUTHEAST MISSOURI STATE UNIVERSITY BOARD OF GOVERNORS**

---

#### **I. Background and Authority**

- Article I, Section 1.3 of the Adopted and Restated By-Laws of the Board of Governors of Southeast Missouri State University (By-Laws) outlines powers and duties of the Board, which include, but are not limited to approve the annual budget and tuition and fees; regularly monitor the University's financial condition; and establish policy guidelines affecting all institutional assets, including investments and the physical plant; among other delegations.
- Article I, Section 1.3 of the By-Laws also gives to the Board the power over real estate transactions, and grants to them an ability to authorize construction of new buildings and major renovations of existing ones.
- Article III, Section 3.7 of the By-Laws outlines authority delegated the University President by the Board, which includes, but is not limited to general superintendence and control of the University; decisions regarding employment of faculty and staff; the responsibility to prepare an annual budget for the Board's approval; matters related to financial oversight and the administrative functioning of the University; and other delegated powers.
- Article IV, Section 4.1 provides for the creation of standing committees of the Board with language in Article IV, Section 4.3 establishing a Finance and Audit Committee.
- The University, and thereby the Board of Governors and its Committees, is subject to and must comply with the Missouri Sunshine Law (open meetings and records law), Chapter 610, RSMo.

#### **II. Mission**

The mission Finance and Audit Committee is to oversee the University's financial condition and all matters related to audit of funds, and ensure that the University's budget, fee schedule, assets, infrastructure, and financial obligations are aligned with the University's strategic objectives.

#### **III. Organization**

##### *Membership/Structure*

The Finance and Audit Committee shall consist of no less than three members of the Board of Governors, and no more than seven members total, including ex-officio members. The committee chair, and all Board of Governors representatives, shall be appointed by the Board President. The University President and the University's Vice President of Finance and

Administration (VPFA) shall be non-voting, ex-officio members of the committee. The Board Treasurer (sometimes referred to as the University's Treasurer) shall also be an ex-officio member in the event this individual is not also the University's VPFA. At least two of the Board of Governors representatives should have investment, business, finance, legal, or endowment expertise.

#### *Staff Designee*

The Board Secretary or his/her designee shall be the staff to the Finance and Audit Committee.

#### *Agenda, Minutes, and Reports*

The Committee Chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to committee members at least 5 days in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the committee chair, and approved by committee members at the following meeting. A copy of any approved minutes or committee reports, will be provided to each member of the Board of Governors in the materials of the next regular meeting of the Board.

### **IV. Meetings**

#### *Meetings/Quorum*

The Finance and Audit Committee shall meet at least one (1) time per quarter, or as otherwise designated. The Committee may invite representatives of the University, external and internal auditors, partner financial institutions and agencies, legal counsel, and others to attend meetings and to provide pertinent information as required and requested. A quorum of any meeting of the Finance and Audit Committee shall consist of a majority of its Board of Governors-appointed representatives. The Committee may convene in-person, by telephone or electronically via web-based or other tele-conference capability.

### **V. Purpose, Duties and Responsibilities**

The Finance and Audit Committee will assist the Southeast Missouri State University Board of Governors perform its responsibilities and oversight related to:

- The University's annual operating and auxiliary budgets and the integrity of financial statements.
- Systems of internal audit and control and financial reporting.
- Tuition and Fee schedules and Room and Board rates.
- Procurement and other contracts for goods or services that meet the University's required threshold for formal competitive solicitation.
- The safety and security of the University.
- University technology infrastructure and physical plant investments, including the construction of new buildings and major renovations of existing ones.

- Personnel matters as required by law.
- Compliance with laws, rules, regulations, and University Business Policies and Procedures.

The Finance and Audit Committee shall review and assess the Committee Charter annually, and any proposed changes shall be submitted to the board for approval.



**BOARD OF GOVERNORS**  
**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Approve the acceptance of the University's annual financial statement, the System Facilities financial statement, and the Single Audit Report for the year ending June 30, 2021, from RubinBrown, LLP.

**II. Background:**

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*. The Foundation is considered a discretely presented component unit of the University that reports under the FASB model and, consequently, is presented separately from the University within 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 under GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units – an amendment of GASB Statement No. 14*.

The University's financial statements (Attachment 1) consist of a Management's Discussion and Analysis; basic comparative financial statements for the University, 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; basic comparative financial statements for the Foundation, including a Statement of Financial Position and Statement of Activities; notes to the basic financial statements; and additional required supplementary information pertaining to the University's pension plan and other post-employment benefit plan. The auditors' report includes an unmodified opinion by RubinBrown, LLP.

**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

The System Facilities financial statements present the activity for fiscal year 2021 for the funds established by the terms of the bond resolution for the System Facilities Revenue Bonds Series 2011B, 2013A, 2016A, 2016B, 2016C, and 2020. The basic 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*.

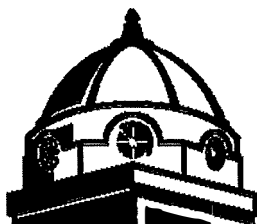
The System Facilities financial statements (Attachment 2) consist of a Management's Discussion and Analysis; basic financial statements including a Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows for System Facilities, notes to the basic financial statements, and various supplemental schedules required by terms of the University's bond agreements. The auditors' report includes an unmodified opinion by RubinBrown, LLP.

The Single Audit (Attachment 3) evaluates whether the University has complied with applicable laws and regulations for each major federal program as defined under Title 2 U. S Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and whether there are any material weaknesses or significant deficiencies in the University's internal control structure surrounding the administration of federal awards. The Single Audit notes no findings regarding internal control over financial reporting and includes an unmodified opinion on compliance. The auditors did identify a material weakness in internal control over compliance, however. Finding 2021-001 notes that the University did not consistently post timely and accurate quarterly reports related to the Institutional portion of Higher Education Emergency Relief Funding (HEERF) and to the Strengthening Institutions Program (SIP) funding. The University concurs with the finding and has established clear lines of accountability within an enhanced internal control over required reporting for HEERF Institutional and SIP funds.

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**SOUTHEAST MISSOURI  
STATE UNIVERSITY**  
*FINANCIAL STATEMENTS*  
*JUNE 30, 2021*

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**SOUTHEAST MISSOURI  
STATE UNIVERSITY • 1873**

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CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

## Independent Auditors' Report

Board of Governors  
Southeast Missouri State University  
Cape Girardeau, Missouri

### Report On The Financial Statements

We have audited the accompanying financial statements of the business-type activities and discretely presented component unit of Southeast Missouri State University, (the University), a component unit of the State of Missouri, as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the University's basic financial statements as listed in the table of contents.

### *Management's Responsibility For The Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of Southeast Missouri State University as of June 30, 2021 and 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended, in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedules of Selected Pension Information and the Schedule of Selected Postemployment Healthcare Plan Information, as listed on the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Reporting Required By Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 12, 2021 on our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the University's internal control over financial reporting and compliance.

*RubinBrown LLP*

November 12, 2021

# SOUTHEAST MISSOURI STATE UNIVERSITY

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

This discussion and analysis of Southeast Missouri State University's (the University) basic financial statements provides a comparative overview of the University's financial performance during the years ended June 30, 2021, 2020, and 2019. The Management's Discussion and Analysis is designed to focus on current activities and resulting changes, and should be read in conjunction with the University's basic financial statements and footnotes.

### Using this Report

This report consists of a series of financial statements, prepared in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis - for State and Local Governments*, and GASB Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis - for Public Colleges and Universities*. These basic financial statements focus on the financial condition of the University, the results of operations, and cash flows of the University as a whole.

The Statement of Net Position includes the assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position of the University as of the end of the fiscal year. The Statement of Net Position is a point of time financial statement. It is prepared under the accrual basis of accounting, whereby assets are recognized when the service is provided and liabilities are recognized when others provide the service, regardless of when cash is exchanged. The University's net position (the difference between assets/deferred outflows of resources and liabilities/deferred inflows of resources) is one indicator of the University's financial health. Over time, increases or decreases in net position is one indicator of the improvement or erosion of the University's financial health when considered with non-financial facts such as enrollment levels and the conditions of facilities.

The Statement of Revenues, Expenses, and Changes in Net Position presents the revenues earned and expenses incurred during the year. Activities are reported as operating, nonoperating or other. All things being equal, a public University's dependency on state appropriations and gifts will result in operating deficits. That is because the financial reporting model prescribed by GASB No. 34 classifies state appropriations and gifts as nonoperating revenues. The utilization of long-lived assets, referred to as Capital Assets, is reflected in the basic financial statements as depreciation, which amortizes the cost of an asset over its expected useful life.

The Statement of Cash Flows presents the University's flows of cash. The primary purpose of the Statement of Cash Flows is to provide information about the University's cash receipts and payments summarized by operating, capital and related financing, noncapital financing and investing activities.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Management's Discussion And Analysis (*Continued*)

#### Financial Analysis of the University

The following table reflects the Net Position of the University as of June 30:

#### Condensed Statement of Net Position As of June 30, 2021, 2020 and 2019

	2021	2020	2019
<b>Current Assets</b>	\$ 91,452,898	\$ 66,623,218	\$ 50,414,050
<b>Noncurrent Assets</b>			
Capital assets, net of depreciation	430,136,704	441,991,391	449,824,221
Other	7,066,275	22,373,857	36,304,732
<b>Total Assets</b>	<u>528,655,877</u>	<u>530,988,466</u>	<u>536,543,003</u>
<b>Deferred Outflows of Resources</b>	<u>28,259,043</u>	<u>33,726,188</u>	<u>40,971,442</u>
<b>Current Liabilities</b>	24,947,869	36,126,084	33,478,798
<b>Noncurrent Liabilities</b>	<u>299,839,298</u>	<u>296,688,611</u>	<u>301,395,118</u>
<b>Total Liabilities</b>	<u>324,787,167</u>	<u>332,814,695</u>	<u>334,873,916</u>
<b>Deferred Inflows of Resources</b>	<u>7,355,524</u>	<u>10,331,604</u>	<u>7,207,800</u>
<b>Net Position</b>			
Net investment in capital assets	269,477,144	275,846,627	275,129,523
Restricted	3,898,875	3,946,194	3,731,719
Unrestricted	<u>(48,603,790)</u>	<u>(58,224,466)</u>	<u>(43,428,513)</u>
<b>Total Net Position</b>	<u>\$ 224,772,229</u>	<u>\$ 221,568,355</u>	<u>\$ 235,432,729</u>

Current assets consist primarily of cash and cash equivalents, short-term investments, accounts and grants receivable and inventories. Current assets totaled \$91.45, \$66.62, and \$50.41 million for June 30, 2021, 2020 and 2019, respectively.

The majority of noncurrent assets are capital assets, which are recorded net of accumulated depreciation. See Note 6 for a recap of the capital asset activity. In addition to capital assets, long-term investments comprised \$0.90, \$15.50, and \$28.98 million for June 30, 2021, 2020 and 2019, respectively, of total noncurrent assets.

Implementation of GASB No. 65, *Items Previously Recognized as Assets and Liabilities* requires reporting of deferred inflows and outflows of resources. Deferred outflows related to debt refundings were \$8.19, \$9.21 and \$5.96 million for June 30, 2021, 2020 and 2019, respectively.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Management's Discussion And Analysis (*Continued*)

During fiscal year 2015, the University implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*. These statements established standards for measuring and recognizing liabilities, deferred outflows and inflows of resources, and expense associated with defined benefit pension plans. Deferred outflows were \$19.83, \$24.24 and \$35.01 million for June 30, 2021, 2020 and 2019 for deferred amounts related to pension plan and pension plan contributions. Deferred inflows were \$7.08, \$10.01 and \$7.21 million for June 30, 2021, 2020 and 2019, respectively.

Current liabilities consist primarily of accounts payable, accrued compensation, accrued claims payable, accrued interest payable and unearned income. Current liabilities also include the current portion of bonds and notes payable. Current liabilities totaled \$24.95, \$36.13, and \$33.48 million for June 30, 2021, 2020 and 2019, respectively.

Noncurrent liabilities consist primarily of long-term debt, pension and OPEB liabilities. Noncurrent liabilities totaled \$299.84, \$296.69 and \$301.40 million for June 30, 2021, 2020 and 2019, respectively. Bond debt was reduced by \$12.50 million from fiscal year 2020 to 2021. See Note 8 for detailed activity of bonds payable. The liability for pension and other postretirement benefits (OPEB) has remained stable from June 30, 2019 to June 30, 2021. Net pension liability increased from \$128.92 million at June 30, 2019 to \$132.14 million at June 30, 2021 and the net other postretirement employee benefits increased from \$4.33 million at June 30, 2019 to \$4.59 million at June 30, 2021. These liabilities are determined by actuarial valuations and are required reporting under GASB Statement No. 68 and GASB Statement No. 75.

Net position represents the residual interest in the University's assets after liabilities are deducted.

	June 30,		
	2021	2020	2019
<b>Net Position:</b>			
Net investment in capital assets	\$ 269,477,144	\$ 275,846,627	\$ 275,129,523
<b>Restricted:</b>			
Nonexpendable	2,206,602	2,284,871	2,170,881
Expendable	1,692,273	1,661,323	1,560,838
Total Restricted	273,376,019	279,792,821	278,861,242
<b>Unrestricted:</b>			
Designated	38,468,407	26,098,887	27,552,403
Undesignated	(87,072,197)	(84,323,353)	(70,980,916)
Total Unrestricted	(48,603,790)	(58,224,466)	(43,428,513)
<b>Total Net Position</b>	<b>\$ 224,772,229</b>	<b>\$ 221,568,355</b>	<b>\$ 235,432,729</b>

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Management's Discussion And Analysis (*Continued*)

Net position invested in capital assets represent the University's capital assets net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets. Net investment in capital assets decreased approximately \$5.65 million from \$275.13 million at June 30, 2019 to \$269.48 million at June 30, 2021.

Restricted net position includes the University's permanent endowment, managed by the Southeast Missouri University Foundation.

Following is a breakdown of designated unrestricted net position as of June 30:

	2021	2020	2019
<b>Unrestricted-Designated Net Position</b>			
Investment in inventories	\$ 2,130,908	\$ 2,332,855	\$ 2,257,010
Future operations (including capital projects)	34,014,255	21,383,526	23,008,797
Quasi-endowment	2,323,244	2,382,506	2,286,596
Total	<u>\$ 38,468,407</u>	<u>\$ 26,098,887</u>	<u>\$ 27,552,403</u>

The total unrestricted-undesignated net position of the University totaled \$(87.07), \$(84.32) and \$(70.81) million for June 30, 2021, 2020 and 2019 respectively. The negative unrestricted net position results from the implementation of GASB Statements No. 68 and No. 71 and the recording of a \$132.14, \$128.18 and \$128.92 million pension liability and related deferred inflows and outflows as discussed previously. Although unrestricted net position is not subject to externally imposed stipulations, all of unrestricted net position has been internally designated as of June 30, 2021. The balance of University operations undesignated, unrestricted net position has increased approximately \$7.96 million from June 30, 2019 to June 30, 2021. University operations undesignated, unrestricted, net of amounts related to the pension liability, totaled \$32.31, \$29.62 and \$24.35 million at June 30, 2021, 2020 and 2019, respectively. See Note 14 for a breakdown of undesignated, unrestricted net position.

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**Management's Discussion And Analysis (Continued)**

The following schedule reflects the condensed revenues and expenses of the University for fiscal years 2021, 2020 and 2019:

**Condensed Statements of Revenues,  
Expenses and Changes in Net Position**

	<u>2021</u>	<u>2020</u>	<u>2019</u>
<b>Operating Revenues:</b>			
Student tuition and fees, net of scholarship allowance	\$ 52,193,241	\$ 55,747,358	\$ 54,313,868
Grants and contracts	9,349,830	10,556,779	11,313,866
Auxiliary services	23,282,244	22,651,054	28,838,528
Other operating revenues	10,882,496	10,795,023	11,069,311
Total Operating Revenues	<u>95,707,811</u>	<u>99,750,214</u>	<u>105,535,573</u>
<b>Operating Expenses:</b>			
Personal service	93,821,306	102,983,044	105,402,422
Utilities and supplies	34,441,472	35,186,672	37,290,186
Scholarships	17,390,043	20,990,860	19,328,357
Depreciation	15,242,758	15,090,045	15,161,739
Emergency COVID-19 student relief	4,803,912	2,026,302	—
Other post-employment benefits (OPEB) expense	142,913	163,208	85,801
Total Operating Expenses	<u>165,842,404</u>	<u>176,440,131</u>	<u>177,268,505</u>
<b>Operating Loss</b>	<u>(70,134,593)</u>	<u>(76,689,917)</u>	<u>(71,732,932)</u>
<b>Nonoperating Revenues (Expenses)</b>			
State appropriations	41,442,772	39,414,435	43,961,331
Federal grants - restricted	13,906,096	14,443,893	14,144,527
Emergency COVID-19 governmental assistance	12,756,044	7,305,623	—
Investment income	2,305,183	4,083,493	4,385,233
Gifts	3,632,887	3,512,561	3,893,110
Nonoperating expenses	(5,122,015)	(6,939,918)	(8,021,111)
Net Nonoperating Revenues	<u>68,920,967</u>	<u>61,820,087</u>	<u>58,363,090</u>
<b>Other Revenues</b>	<u>4,417,500</u>	<u>1,005,456</u>	<u>3,209,004</u>
<b>Increase (Decrease) In Net Position</b>	3,203,874	(13,864,374)	(10,160,838)
<b>Net Position Beginning of Year</b>	<u>221,568,355</u>	<u>235,432,729</u>	<u>245,593,567</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Management's Discussion And Analysis (*Continued*)

Total revenues were \$174.17, \$169.52 and \$175.13 million for fiscal years ended June 30, 2021, 2020 and 2019, respectively. The most significant sources of revenue for the University are student tuition and fees, state appropriations, auxiliary services, grants, and contracts. For fiscal years ended June 30, 2021 and 2020, the University received additional CARES funding for COVID-19 relief in the amounts of \$12.76 and \$7.31 million, respectively. Of which, \$4.8 million in fiscal year 2021, and \$2.03 million in fiscal year 2020, were passed on directly to students in the form of emergency student grants.

Student tuition and fees, net of scholarship allowance decreased by \$2.12 million and auxiliary services, net of scholarship allowance decreased by \$5.56 million from fiscal year 2019 to 2021. Declining enrollments play a significant role in the overall loss of revenues for both the University and its auxiliary services. Auxiliary services such as the Show Me Center, the University Center, and Residence Life continue to realize the effects of the pandemic.

Student tuition and fees surpassed state appropriations as the largest source of revenue for the University in fiscal year 2007. State appropriations have been declining as a percent of total revenue over time. The University's state appropriations for fiscal year 2018 and 2019, net of the 3% governor's reserve withholding, was \$43.53 million. The University's appropriations for fiscal year 2020 increased 2.22% to \$44.50 million, net of the 3% governor's reserve withholdings. However, additional state appropriations withholdings due in part to COVID-19 of \$5.78 million reduced fiscal year 2020 received appropriations to \$38.72 million. The University's approved appropriations for fiscal year 2021 decreased to \$40.53 million, net of the 3% governor's reserve withholdings - an increase over the amount received in fiscal year 2020.

Operating expenses of the University totaled \$165.84, \$176.44 and \$177.27 million for the fiscal years ended June 30, 2021, 2020 and 2019 respectively. Personnel service costs, including the costs related to faculty, staff and student labor and fringe benefits accounted for 57%, 58%, and 59% of total operating expenses for June 30, 2021, 2020 and 2019 respectively. The decrease in personnel costs are the result of a mandatory 4 month hiring delay and continued reduction in staff positions. Conversely, fringe benefits continue to increase due to increased MOSERS costs. Like other institutions of Higher Education, the University experienced higher utility and supply costs in fiscal years 2021 and 2020 due to the extraordinary need for PPE and necessitated changes to course modality and offerings due to the pandemic. These costs were greatly offset by the additional CARES funding provided by the government.



## SOUTHEAST MISSOURI STATE UNIVERSITY

### Management's Discussion And Analysis (*Continued*)

#### Bonds and Notes Payable

The University had outstanding bonds of approximately \$162.57, \$168.29 and \$171.69 million at June 30, 2021, 2020 and 2019, respectively. During fiscal year 2021, the University issued 2020 bonds for the purpose of refunding 2013A bonds. During fiscal year 2020, the University issued 2019 bonds for the purpose of partially refunding 2010B bonds. During fiscal year 2019, there were no new bonds issued. The University made all regularly scheduled debt service payments. Please refer to the bonds payable footnote (Note 8) in the notes to the basic financial statements for additional disclosures.

The University had outstanding notes payable of approximately \$646, \$299 and \$239 thousand at June 30, 2021, 2020 and 2019, respectively. A new loan agreement used to finance piano purchases for \$458 thousand was issued in 2021. A new loan agreement used for energy efficient lighting for \$97.5 thousand was issued in 2020. No new notes were issued in fiscal year 2019. Please refer to the notes payable footnotes (Note 9) in the notes to the basic financial statements for additional disclosures.

#### Capital Assets

At June 30, 2021, 2020 and 2019, the University's investment in capital assets was as follows:

	2021	2020	2019
Land	\$ 4,217,138	\$ 4,217,138	\$ 4,217,138
Buildings and improvements	532,294,388	528,401,742	518,824,773
Leasehold improvements	4,698,770	4,416,323	4,416,323
Infrastructure	39,675,139	39,615,395	39,626,525
Equipment	42,436,188	47,249,851	48,241,352
Library books	26,403,575	26,714,703	26,760,998
Construction in progress	4,190,574	5,450,305	9,600,709
	<u>653,915,772</u>	<u>656,065,457</u>	<u>651,687,818</u>
Less: Accumulated depreciation	<u>223,779,068</u>	<u>214,074,066</u>	<u>201,863,597</u>
	<u>\$ 430,136,704</u>	<u>\$ 441,991,391</u>	<u>\$ 449,824,221</u>

At June 30, 2021, the University had initiated plans and incurred certain contractual commitments related to the construction of various facilities. The costs to complete these projects are estimated at \$7.34 million at June 30, 2021 and are to be funded from auxiliary funds, grant, state, and other local funds. These projects included approximately \$1.26 million for residence hall upgrades, \$4.71 million for tunnel repairs and \$1.37 million for other campus renovations.

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### **Management's Discussion And Analysis (*Continued*)**

#### **Economic Outlook**

Southeast Missouri State University is the only four-year, public university located in the southeast portion of Missouri between St. Louis and the Arkansas border. Declining traditional-age college prospects, increased competition, and growing concerns about the affordability of a college education have led to a decline in overall enrollment at the University the past several academic years. The University is continuously working on strategies designed to help the institution overcome these and other challenges in order to remain an academically vibrant and financially viable engine of personal and economic development for its region and beyond.

In fall 2016, the University announced a goal to retain at least 80% of first-time, full-time students to the second year and to graduate at least 60% of first-time, full-time students in six years. Fall 2020 census data show that Southeast met the first of these goals by achieving a record high freshman to sophomore retention rate of 80%. This is seen as a good sign relative to six-year graduation rates, which have generally been trending upward. Continuing improvement in student outcomes remains, as always, on the horizon.

During fiscal year 2020, Southeast identified a budget need of nearly \$21 million and created a three-year plan to address it which included operations cuts of 12.5% for each division to be spread over fiscal years 2021, 2022 and 2023 as well as enhanced revenues. For fiscal year 2022, the Board of Regents approved a \$141 million operating budget. The University was intentionally conservative in its planning assumptions, projecting an enrollment decrease of just over 400 (headcount) students and holding a portion (\$2.9 million) of its approved state appropriations in reserve. This approach will help ensure its finances are aligned with the changing needs of higher education and help insulate the university from the effects of COVID-19.

Despite the myriad of factors that have created headwinds over the past several years, which have been exacerbated by COVID-19, and will continue to pose budgetary challenges, the University has shown itself capable in responding to such challenges. The University is more focused than ever on maximizing its net tuition revenues, pursuing financially advantageous partnerships, and ensuring that its expenditures reflect its highest priority - student success.

#### **Contacting the University's Financial Management**

This financial report is designed to provide a general overview of the University's finances and to show the University's accountability for the money it receives. Questions about this report and requests for additional financial information should be directed to the Vice President for Finance and Administration, One University Plaza, MS 3000, Cape Girardeau, MO 63701.

# SOUTHEAST MISSOURI STATE UNIVERSITY

## STATEMENT OF NET POSITION

Page 1 Of 2

	June 30,	
	2021	2020
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 40,320,870	\$ 32,228,073
Restricted cash and cash equivalents	1,479,458	1,448,508
Short-term investments	36,861,664	15,505,467
Accrued interest receivable	35,513	54,887
Due from component unit - Foundation	804,756	885,355
Accounts receivable (net of allowance of \$667,413 in 2021 and \$641,022 in 2020)	4,374,054	5,324,027
Notes receivable	512,280	513,040
Due from federal government	4,484,231	7,988,924
Inventory	2,130,908	2,332,855
Prepaid expenses	449,164	342,082
<b>Total Current Assets</b>	<u>91,452,898</u>	<u>66,623,218</u>
<b>Noncurrent Assets</b>		
Investments	900,000	15,503,315
Due from component unit - Foundation	4,554,275	4,687,528
Notes receivable (net of allowance of \$1,053,510 and \$983,874 in 2021 and 2020, respectively)	1,612,000	2,183,014
Capital assets - non-depreciable	12,912,538	14,611,620
Capital assets, net - depreciable	417,224,166	427,379,771
<b>Total Noncurrent Assets</b>	<u>437,202,979</u>	<u>464,365,248</u>
<b>Total Assets</b>	<u>528,655,877</u>	<u>530,988,466</u>
<b>Deferred Outflows Of Resources</b>		
Deferred amounts on refunding of bonds payable	8,195,169	9,209,214
Deferred amounts related to other postretirement employee benefit plan	238,087	274,660
Deferred amounts related to pension plan	10,562,815	15,190,376
Deferred amounts related to pension contributions	9,262,972	9,051,938
<b>Total Deferred Outflows Of Resources</b>	<u>28,259,043</u>	<u>33,726,188</u>

# SOUTHEAST MISSOURI STATE UNIVERSITY

## STATEMENT OF NET POSITION

Page 2 Of 2

	June 30,	
	2021	2020
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 3,141,023	\$ 5,758,782
Accrued compensation	7,468,209	8,212,813
Accrued claims liability	1,227,639	1,718,842
Bond interest payable	1,479,459	1,445,587
Funds held for others	217,726	175,190
Unearned income	8,929,220	11,268,669
Current portion of bonds payable	2,370,000	7,520,000
Current portion of notes payable	114,593	26,201
<b>Total Current Liabilities</b>	<u>24,947,869</u>	<u>36,126,084</u>
<b>Noncurrent Liabilities</b>		
Due to federal government	2,380,356	3,029,162
Bonds payable	160,198,141	160,765,902
Notes payable	531,334	272,492
Net other postretirement employee benefit liability	4,592,245	4,442,902
Net pension liability	132,137,222	128,178,153
<b>Total Noncurrent Liabilities</b>	<u>299,839,298</u>	<u>296,688,611</u>
<b>Total Liabilities</b>	<u>324,787,167</u>	<u>332,814,695</u>
<b>Deferred Inflows Of Resources</b>		
Deferred amounts related to other postretirement employee benefit plan	279,952	322,955
Deferred amounts related to pension plan	7,075,572	10,008,649
<b>Total Deferred Inflows Of Resources</b>	<u>7,355,524</u>	<u>10,331,604</u>
<b>Net Position</b>		
Net investment in capital assets	269,477,144	275,846,627
Restricted for:		
Nonexpendable -		
Scholarships	2,206,602	2,284,871
Expendable -		
Debt service	1,479,458	1,448,508
Loans	212,815	212,815
Unrestricted	(48,603,790)	(58,224,466)
<b>Total Net Position</b>	<u>\$ 224,772,229</u>	<u>\$ 221,568,355</u>

**SOUTHEAST MISSOURI UNIVERSITY FOUNDATION**  
**(A Component Unit of Southeast Missouri State University)**

**STATEMENT OF FINANCIAL POSITION**

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 4,694,447	\$ 1,967,454
Short-term investments	23,264,596	21,504,936
Receivables:		
Pledges receivable	178,940	16,462
Notes receivable	490,670	489,988
Accrued interest receivable	78,656	67,114
Prepaid insurance	—	5,628
<b>Total Current Assets</b>	<u>28,707,309</u>	<u>24,051,582</u>
<b>Noncurrent Assets</b>		
Investments:		
Endowment investments	105,656,043	79,724,308
Cash surrender value of life insurance	755,840	734,682
Pledges receivable (net of allowance of \$10,939 and \$19,430 in 2021 and 2020, respectively)	78,507	558,845
Long term notes receivable, net of imputed interest	2,450,067	2,855,085
Property held for resale and development	1,245,715	1,244,158
Property and equipment, net of accumulated depreciation	10,954,474	11,186,316
<b>Total Noncurrent Assets</b>	<u>121,140,646</u>	<u>96,303,394</u>
<b>Total Assets</b>	<u>\$ 149,847,955</u>	<u>\$ 120,354,976</u>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued expenses	\$ 71,807	\$ 23,781
Due to primary institution - University	804,756	885,355
Note payable to bank	64,877	61,834
Funds held for others	61,544	63,616
Annuity obligations	211,222	214,895
<b>Total Current Liabilities</b>	<u>1,214,206</u>	<u>1,249,481</u>
<b>Noncurrent Liabilities</b>		
Deferred revenue	10,150	286
Note payable to bank	595,046	659,613
Annuity obligations	943,499	1,486,971
Due to primary institution - University	4,554,275	4,687,528
<b>Total Noncurrent Liabilities</b>	<u>6,102,970</u>	<u>6,834,398</u>
<b>Total Liabilities</b>	<u>7,317,176</u>	<u>8,083,879</u>
<b>Net Assets</b>		
Without donor restriction	24,094,295	23,613,135
With donor restriction	118,436,484	88,657,962
<b>Total Net Assets</b>	<u>142,530,779</u>	<u>112,271,097</u>
<b>Total Liabilities And Net Assets</b>	<u>\$ 149,847,955</u>	<u>\$ 120,354,976</u>

# SOUTHEAST MISSOURI STATE UNIVERSITY

## STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	For The Years Ended June 30,	
	2021	2020
<b>Operating Revenues</b>		
Student tuition and fees (net of scholarship allowance of \$25,697,465 in 2021 and \$23,824,053 in 2020)	\$ 52,193,241	\$ 55,747,358
Federal grants - restricted	2,055,309	2,566,156
State grants and contracts - restricted	6,535,662	7,310,436
Nongovernmental grants and contracts - restricted	758,859	680,187
Sales and services of educational departments	2,472,050	2,725,971
Auxiliary enterprises:		
Residence life (net of scholarship allowance of \$4,984,547 in 2021 and \$3,820,553 in 2020; revenues are used as security for revenue bonds Series 2016A, 2016B, 2016C, and 2020)	17,069,008	15,452,630
Other auxiliary (net of scholarship allowance of \$159,438 in 2021 and \$136,774 in 2020; revenues are used as security for revenue bonds Series 2016A, 2016B, 2016C, and 2020)	6,213,236	7,198,424
Other operating revenues	8,410,446	8,069,052
<b>Total Operating Revenues</b>	<b>95,707,811</b>	<b>99,750,214</b>
<b>Operating Expenses</b>		
Personnel services	93,821,306	102,983,044
Scholarships	17,390,043	20,990,860
Utilities	4,274,467	4,127,667
Supplies and other services	30,167,005	31,059,005
Depreciation	15,242,758	15,090,045
Other post-employment benefit (OPEB) expense	142,913	163,208
Emergency COVID-19 student relief	4,803,912	2,026,302
<b>Total Operating Expenses</b>	<b>165,842,404</b>	<b>176,440,131</b>
<b>Operating Loss</b>	<b>(70,134,593)</b>	<b>(76,689,917)</b>
<b>Nonoperating Revenues (Expenses)</b>		
State appropriations	41,442,772	39,414,435
Federal grants - restricted	13,906,096	14,443,893
Emergency COVID-19 governmental assistance	12,756,044	7,305,623
Investment income	2,305,183	4,083,493
Contributions and gifts	3,632,887	3,512,561
Interest on capital asset-related debt	(4,570,143)	(5,029,395)
Loss on disposal of plant facilities	(551,872)	(1,910,523)
<b>Net Nonoperating Revenues</b>	<b>68,920,967</b>	<b>61,820,087</b>
<b>Loss Before Other Revenues, Expenses And Gains</b>	<b>(1,213,626)</b>	<b>(14,869,830)</b>
State capital appropriations	4,094,371	500,000
Capital grants and gifts	323,129	505,456
<b>Total Other Revenues, Expenses And Gains</b>	<b>4,417,500</b>	<b>1,005,456</b>
<b>Change In Net Position</b>	<b>3,203,874</b>	<b>(13,864,374)</b>
<b>Net Position - Beginning Of Year</b>	<b>221,568,355</b>	<b>235,432,729</b>
<b>Net Position - End Of Year</b>	<b>\$ 224,772,229</b>	<b>\$ 221,568,355</b>

See the notes to financial statements.

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**SOUTHEAST MISSOURI UNIVERSITY FOUNDATION**  
**(A Component Unit of Southeast Missouri State University)**

**STATEMENT OF ACTIVITIES**  
**For The Year Ended June 30, 2021**

	Without Donor Restrictions	With Donor Restrictions	Totals
<b>Support And Revenue</b>			
Contributions, net of discount	\$ 456,775	\$ 6,525,247	\$ 6,982,022
Investment return	95,179	27,553,856	27,649,035
Rental income	376,356	25,951	402,307
Special events, net of expense	—	34,620	34,620
Gain on annuity and trust obligations	—	548,749	548,749
Other revenues and transfers	495,582	(138,860)	356,722
Net assets released from restrictions	4,771,041	(4,771,041)	—
<b>Total Support And Revenue</b>	<b>6,194,933</b>	<b>29,778,522</b>	<b>35,973,455</b>
<b>Expenses And Losses</b>			
Program expenses	4,850,315	—	4,850,315
Management and general	736,527	—	736,527
Fundraising	126,931	—	126,931
<b>Total Expenses And Losses</b>	<b>5,713,773</b>	<b>—</b>	<b>5,713,773</b>
<b>Change In Net Assets</b>	<b>481,160</b>	<b>29,778,522</b>	<b>30,259,682</b>
<b>Net Assets - Beginning Of Year</b>	<b>23,613,135</b>	<b>88,657,962</b>	<b>112,271,097</b>
<b>Net Assets - End Of Year</b>	<b>\$ 24,094,295</b>	<b>\$ 118,436,484</b>	<b>\$ 142,530,779</b>



**SOUTHEAST MISSOURI UNIVERSITY FOUNDATION**  
**(A Component Unit of Southeast Missouri State University)**

**STATEMENT OF ACTIVITIES**  
**For The Year Ended June 30, 2020**

	Without Donor Restrictions	With Donor Restrictions	Totals
<b>Support And Revenue</b>			
Contributions, net of discount	\$ 680,902	\$ 3,173,428	\$ 3,854,330
Investment return	(72,728)	1,603,113	1,530,385
Rental income	587,814	9,359	597,173
Special events, net of expense	1,135	48,577	49,712
Loss on annuity and trust obligations	—	(295,663)	(295,663)
Other revenues and transfers	141,085	420,075	561,160
Net assets released from restrictions	5,082,471	(5,082,471)	—
<b>Total Support And Revenue</b>	<u>6,420,679</u>	<u>(123,582)</u>	<u>6,297,097</u>
<b>Expenses And Losses</b>			
Program expenses	5,130,797	—	5,130,797
Management and general	862,558	—	862,558
Fundraising	119,912	—	119,912
<b>Total Expenses And Losses</b>	<u>6,113,267</u>	<u>—</u>	<u>6,113,267</u>
<b>Change In Net Assets</b>	307,412	(123,582)	183,830
<b>Net Assets - Beginning Of Year</b>	<u>23,305,723</u>	<u>88,781,544</u>	<u>112,087,267</u>
<b>Net Assets - End Of Year</b>	<u>\$ 23,613,135</u>	<u>\$ 88,657,962</u>	<u>\$ 112,271,097</u>

# SOUTHEAST MISSOURI STATE UNIVERSITY

## STATEMENT OF CASH FLOWS

Page 1 Of 2

	For The Years Ended June 30,	
	2021	2020
<b>Cash Flows From Operating Activities</b>		
Tuition and fees	\$ 51,569,072	\$ 55,361,024
Grants and contracts	9,938,270	10,162,891
Auxiliary enterprises	23,156,375	22,758,879
Other receipts	11,232,364	11,309,624
Payments to vendors and suppliers	(54,369,457)	(54,082,130)
Emergency COVID-19 student relief	(4,803,912)	(2,026,302)
Payments to employees	(88,703,367)	(88,137,309)
<b>Net Cash Used In Operating Activities</b>	<b>(51,980,655)</b>	<b>(44,653,323)</b>
<b>Cash Flows From Noncapital Financing Activities</b>		
State appropriations	40,531,545	38,721,079
Nonoperating federal grants	13,906,096	14,443,893
Emergency COVID-19 governmental assistance	15,596,592	2,372,904
Gifts received for other than capital purposes	3,547,448	3,392,330
<b>Net Cash Provided By Noncapital Financing Activities</b>	<b>73,581,681</b>	<b>58,930,206</b>
<b>Cash Flows From Capital And Related Financing Activities</b>		
Capital appropriations	4,094,371	500,000
Capital gifts received	323,129	505,456
Purchases of capital assets and payments to contractors	(4,641,933)	(10,765,828)
Proceeds from issuance of note payable	457,908	98,520
Proceeds from issuance of capital debt	57,480,000	44,595,000
Proceeds from disposal of capital assets	68,232	32,959
Principal paid on capital debt and notes	(70,090,674)	(53,418,533)
Premium from issuance of capital debt	8,000,446	—
Interest paid on capital debt and notes	(4,740,433)	(3,267,524)
<b>Net Cash Used In Capital And Related Financing Activities</b>	<b>(9,048,954)</b>	<b>(21,719,950)</b>
<b>Cash Flows From Investing Activities</b>		
Proceeds from sales and maturities of investments	28,122,768	103,166,218
Interest on investments	2,460,571	4,095,864
Purchase of investments	(35,011,664)	(78,374,879)
<b>Net Cash Provided By Investing Activities</b>	<b>(4,428,325)</b>	<b>28,887,203</b>
<b>Net Increase In Cash And Cash Equivalents</b>	<b>8,123,747</b>	<b>21,444,136</b>
<b>Cash And Cash Equivalents - Beginning Of Year</b>	<b>33,676,581</b>	<b>12,232,445</b>
<b>Cash And Cash Equivalents - End Of Year</b>	<b>\$ 41,800,328</b>	<b>\$ 33,676,581</b>
<b>Supplemental Disclosure Of Cash Flow Information</b>		
Noncash transactions:		
Capital asset purchases included in accounts payable	\$ 818,745	\$ 1,356,242
Unrealized gain (loss) on investments	(132,531)	258,785

# SOUTHEAST MISSOURI STATE UNIVERSITY

## STATEMENT OF CASH FLOWS

Page 2 Of 2

	For The Years Ended June 30,	
	2021	2020
<b>Reconciliation Of Operating Loss To Net Cash</b>		
<b>From Operating Activities:</b>		
Operating loss	\$ (70,134,593)	\$ (76,689,917)
Adjustments to reconcile operating loss to net cash		
from operating activities:		
Depreciation expense	15,242,758	15,090,045
Workers compensation and unemployment expenses		
paid by state	911,227	693,356
Gifts in kind from Southeast Missouri University		
Foundation	85,439	120,231
Changes in deferred outflows related to other		
postretirement benefit plan	36,573	(274,660)
Changes in deferred outflows related to pension plan	4,627,561	11,487,802
Changes in deferred outflows related to pension contributions	(211,034)	(723,247)
Changes in deferred inflows related to pension plan	(2,933,077)	2,800,849
Changes in deferred inflows related to other		
postretirement benefit plan	(43,003)	322,955
Changes in assets and liabilities:		
Receivables, net	2,399,744	(666,144)
Inventories	201,947	(75,845)
Prepaid expenses	(107,082)	36,841
Accounts payable	(2,632,807)	2,134,406
Unearned income	(2,339,449)	368,311
Accrued compensation	(744,604)	(387,276)
Accrued claims liability	(491,203)	1,718,842
Deposits held for others	42,536	19,806
Net other postretirement employee benefit liability	149,343	114,913
Net pension liability	3,959,069	(744,591)
<b>Net Cash Used In Operating Activities</b>	<b>\$ (51,980,655)</b>	<b>\$ (44,653,323)</b>

# **SOUTHEAST MISSOURI STATE UNIVERSITY**

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## **NOTES TO FINANCIAL STATEMENTS**

**June 30, 2021 And 2020**

### **1. Organization**

Southeast Missouri State University (the University) was established in 1873 as the Southeast Missouri Normal School. Since then the school has been named the Southeast Missouri State Teachers' College and the Southeast Missouri State College. In 1972, the Missouri State legislature adopted the school's current name. The University is a state assisted regional institution of higher education, offering instructional programs and other learning experiences at the certificate, associate, baccalaureate, masters and specialist levels. As of June 30, 2021 and 2020, the University was governed by a six-member Board of Regents, appointed by the Governor and confirmed by the Senate of the State of Missouri. Effective August 28, 2021, the Board of Regents was restructured to include seven members and is now referred to as the Board of Governors. The University is considered a component unit of the State of Missouri.

### **2. Basis Of Accounting And Presentation And Summary Of Significant Accounting Policies**

#### **Basis Of Accounting And Presentation:**

The University prepares its financial statements as a business-type activity in conformity with applicable pronouncements of the Governmental Accounting Standard Board (GASB).

The basic financial statements of the University have been prepared using the economic resource measurement focus and the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America for public colleges and universities and is presented in accordance with the reporting model as prescribed in GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, and GASB Statement No. 35, *Basic Financial Statements - Management's Discussion and Analysis for Public Colleges and Universities*.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

Revenues, expenses, gains, losses, assets, liabilities and deferred inflows and outflows from exchange and exchange-like transactions are recognized when the exchange transaction takes place, while those from government-mandated nonexchange transactions (principally federal and state grants and state appropriations) are recognized when all applicable eligibility requirements are met. Internal activity and balances are eliminated in preparation of the financial statements unless they relate to services provided and used internally. The University first applies restricted net position when an expense or outlay is incurred for purposes for which both restricted and unrestricted net position are available.

#### **Reporting Entity:**

GASB Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 61, provides guidance as to the financial reporting of component units (legally separate organizations for which the University is financially accountable). The University has adopted GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*. This statement amends GASB Statement No. 14 to provide additional guidance for determining whether certain organizations, for which the University is not financially accountable, should be reported as component units based on the nature and significance of their relationship with the University. The Missouri Innovation Corporation is not included in the University's financial statements because it does not meet the criteria set forth for component units under GASB Statement No. 61 or GASB Statement No. 39. However, it is considered a related entity.

The Southeast Missouri University Foundation (the Foundation) is a legally separate tax-exempt entity, which meets the criteria set forth for component units under GASB Statement No. 39. The Foundation provides financial support for the objectives, purposes, and programs of the University. Although the University does not control the timing, purpose, or amount of receipts from the Foundation, the resources (and income thereon) which the Foundation holds and invests are restricted to the activities of the University. Because these resources held by the Foundation can only be used by, or for the benefit of, the University, the Foundation is considered a component unit of the University and is discretely presented in the University's financial statements.

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

The Foundation is a private nonprofit organization that reports under generally accepted accounting principles set forth by the Financial Accounting Standards Board (FASB) standards. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the University's financial report for these differences. The Foundation's significant notes are summarized in Note 17.

During the years ended June 30, 2021 and 2020, the Foundation distributed \$4,260,222 and \$4,568,352, respectively, to the University for both restricted and unrestricted purposes.

Complete financial statements for the Foundation can be obtained by sending a written request to: Southeast Missouri University Foundation, Wehking Alumni Center, One University Plaza, Cape Girardeau, Missouri, 63701.

#### **Summary Of Significant Accounting Policies:**

**Cash And Cash Equivalents** - The University considers all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents are combined on the statement of cash flows and represent cash and repurchase agreements.

**Investments** - The University accounts for its investments at fair value. Certificates of deposit are accounted for at amortized cost, which approximates fair value. Changes in unrealized gain (loss) in the carrying value of the investments are reported as a component of investment income in the statement of revenues, expenses and changes in net position.

**Fair Value Measurements** - The University categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs use to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

**Due From Component Unit-Foundation** - The University bills the Foundation monthly for the use of University services. The final billing for the fiscal year is not paid by the Foundation and received by the University until the following fiscal year, therefore creating a receivable for the University. Additionally, the University participates in the Foundation's investment pool. As the University does not have title to these investments, their share of the investment pool is recorded as a Due from Component Unit - Foundation.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

**Inventories** - Inventories consist of office, store, farm and physical plant supplies and are recorded at cost using the first-in, first-out method. Textbooks available for rental are recorded at the lower of cost (using the first-in, first-out method) or market (net realizable value).

**Capital Assets** - Physical properties are recorded at cost or, when donated, at acquisition value at date of gift. All financially significant building and infrastructure additions and improvements are capitalized if the life of the building is extended. Additionally, all purchases of equipment, furnishings and other personal property with a useful life greater than one year and costing \$5,000 or greater are capitalized.

Depreciation on equipment is computed using the straight line method with depreciation beginning in the month after acquisition and none in the year of disposal. Depreciation is computed on all other assets using the straight-line method, with a full-year expense in the year after acquisition and partial depreciation through the month of disposition. Expenditures for construction in progress are capitalized with depreciation beginning when the project is completed. Capital assets are depreciated over the estimated useful lives as follows:

	<u>Years</u>
<b>Capital Assets</b>	
Buildings and site improvements	10 to 50
Infrastructure	10 to 50
Leasehold improvements	9 to 15
Library books	30
Machinery and tools	5 to 20
Office equipment and furnishings	5 to 20
Scientific equipment and other	5 to 50
Computer hardware and software	4 to 5
Vehicles	4 to 6

When capital assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts.

**Pensions** - For purposes of measuring the net pension liability, deferred outflows of resources, deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Missouri State Employees' Retirement System (MOSERS) and additions to and deductions from MOSERS' fiduciary net position have been determined on the same basis as they are reported by MOSERS. For this purpose, benefit payments (including refunds on employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.



## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

***Compensated Absences*** - University employees earn vacation benefits based, in part, on length of service. Vacation pay is fully vested when earned. Upon separation from service, employees are paid accumulated vacation pay based upon the nature of separation (death, retirement or termination). Certain limitations have been placed on the hours of vacation that employees may accumulate and carry over for payment at termination, retirement or death. Unused hours exceeding these limitations are forfeited.

### ***Net Position***

Resources are required to be classified for accounting and reporting purposes into the following three net position categories:

- ***Net Investment In Capital Assets:*** Capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.

- ***Restricted:***

***Nonexpendable*** - Net position subject to externally imposed stipulations that the University maintain them permanently. Such assets include the University's permanent endowment funds.

***Expendable*** - Net position whose use by the University is subject to externally imposed stipulations that can be fulfilled by actions of the University pursuant to those stipulations or that expire by the passage of time.

- ***Unrestricted:*** Net position that is not subject to externally imposed stipulations. Unrestricted net position may be designated for specific purposes by action of management or the Board of Regents or may otherwise be limited by contractual agreements with outside parties. Substantially all unrestricted net position is designated for academic and research programs and initiatives, and capital projects, excluding the effects of the pension obligation and related deferrals.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

***Operating And Nonoperating Revenues*** - The University's policy for defining operating activities as reported on the Statement of Revenues, Expenses, and Changes in Net Position are those that generally result from exchange transactions such as payments received for providing services and payments made for services or goods received. Operating revenues include student tuition and fees net of scholarship allowances and auxiliary activities. Nearly all of the University's expenses are from exchange transactions. Certain significant revenue streams relied upon for operations are recorded as nonoperating revenues, as defined by GASB Statement No. 34. Nonoperating revenues include revenues from activities that have the characteristics of nonexchange transactions such as gifts and contributions and other revenue sources that are defined as nonoperating revenues by GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Government Entities That Use Proprietary Fund Accounting* and GASB Statement No. 34, such as state appropriations and investment income and certain federal, state and nongovernmental grants and contracts.

***Unearned Income*** - Unearned income consists of the University's dining services vendor's investment in facilities that will be amortized over the life of the contract, and summer school tuition not earned during the current year.

***Tuition, Discounts And Allowances*** - Student tuition and fee revenues and certain other revenues from students, are reported net of scholarship discounts and allowances in the Statement of Revenues, Expenses, and Changes in Net Position. Scholarship discounts and allowances are the difference between the stated charge for goods and services provided by the University and the amount that is paid by the students or third parties on behalf of the students. Certain grants, including federal, state or nongovernmental programs, are recorded as either operating or nonoperating revenue, while Pell grants are recorded as nonoperating revenue in the University's financial statements. To the extent that revenues from such programs are used to satisfy tuition and fees and other student charges, the University has recorded a discount and allowance.

***Deferred Outflows And Inflows Of Resources*** - In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period or periods and therefore will not be recognized as an outflow of resources until then. At June 30, 2021 and 2020, the University's deferred outflows of resources consist of deferred amounts on refunding of bonds payable, which results from the difference between the reacquisition price of refunded debt and its carrying value. This amount is deferred and amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

Deferred outflows also include contributions to MOSERS retirement plan which were made subsequent to the plan's measurement date. Finally, deferred outflows also include the University's proportionate share of collective deferred outflows of resources for the University's MOSERS retirement plan and the deferred outflows for the other postretirement benefit plan.

In addition to liabilities, the statement of net position includes a separate section for deferred inflows of resources. Deferred inflows of resources consist of the acquisition of net position that is applicable to a future reporting period or periods and so will not be recognized as inflow of resources until then. As of June 30, 2021 and 2020, the University's deferred inflows consist of the University's proportionate share of the collective deferred inflows of resources for the MOSERS retirement plan and the deferred inflows for the other postretirement benefit plan.

***Amortization*** - The deferred amount on refunding is amortized as interest on capital related debt using the bonds outstanding method. Deferred outflows related to the current fiscal year pension contributions will be fully amortized to pension expense in the following year. Deferred inflows and outflows related to the proportionate share of the collective deferred amounts will be netted together and amortized to pension expense according to the amortization schedule provided by the MOSERS retirement plan. Deferred inflows and outflows related to the other postretirement benefit plan will be amortized according to the amortization schedule provided by the actuary.

***Auxiliary Activities*** - Auxiliary activities mainly represent revenues generated from University housing and food service, textbook rentals and various other departmental activities that provide services to the students, faculty, staff and general public.

***Income Taxes*** - The University is classified as a political subdivision of the State of Missouri under Internal Revenue Code Section 115(a) and is therefore exempt from federal income taxes. Certain activities of the University may be subject to taxation as unrelated business income.

***Use Of Estimates*** - The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect amounts reported in the basic financial statements and the accompanying notes. Actual results could differ from those estimates.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

## 3. Deposits And Investments

### Deposits:

*Custodial Credit Risk.* This represents the risk that in the event of a bank failure, a government's deposits may not be returned to it. The University's deposit policy for custodial credit risk requires compliance with the provisions of state law.

State law requires collateralization of all deposits with federal depository insurance; bonds and other obligations of the U.S. Treasury, U.S. Agencies or instrumentalities of the state of Missouri; bonds of any city, county, school district or special road district of the state of Missouri; bonds of any state; or a surety bond having an aggregate value at least equal to the amount of the deposits. The University maintains a depository contract and pledge agreement with its safekeeping bank that complies with the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 (FIRREA).

As of June 30, 2021 and 2020, the University had no deposits exposed to custodial credit risk.

*Foreign Currency Risk.* This represents the risk related to adverse effects on the fair value of a deposit from changes in exchange rates. As of June 30, 2021 and 2020, the University had no exposure to foreign currency risk as the University had no deposits held by international banks.

### Investments:

The University may invest in United States Treasury Securities, United States Agency Securities, repurchase agreements, collateralized public deposits (certificates of deposits) and banker's acceptances. At June 30, 2021, the University held no investments in securities.

At June 30, 2020, the University had the following investments and maturities:

Investment Type	Credit Rating	Fair Value	Investment Maturities (In Years)	
			< 1 Year	1-5 Years
U.S. Agency Obligations	*	\$ 27,996,491	\$ 12,993,176	\$ 15,003,315

\*U.S. Treasury and Agency obligations are rated Aaa by Moody's Investor Services and AAA by Standard and Poor's Corporation.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

*Interest Rate Risk.* Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. As a means of ensuring the safety of principal invested, the University's investment policy is to diversify investments so as to minimize the potential loss on individual securities. The maturities are structured to meet cash flow needs of the University, thereby avoiding the need to sell securities in the open market prior to maturity. Callable securities are restricted to securities callable at par only.

*Credit Risk.* Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. It is the University's policy to limit its credit risk by:

1. Only investing with reputable financial institutions, brokers and dealers.
2. Diversifying the investments so as to minimize the potential loss on individual securities.
3. Structuring the investments so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
4. Investing operating funds primarily in shorter-term securities.

*Custodial Credit Risk.* Custodial credit risk is the risk that, in the event of the failure of the counterparty, the University will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. Collateralization equal to at least 100% of the market value (including accrued interest) is required for repurchase agreements. In accordance with the investment policy, the University addresses custodial credit risk by diversifying its investment portfolio and maintaining a standard of quality for its investments. The University had no investments exposed to custodial credit risk at June 30, 2021 and 2020.

*Concentration of Credit Risk.* Concentration of credit risk is the risk of loss attributed to the magnitude of a government investment in a single issuer. According to the University's investment policy, investments shall be diversified to minimize the risk of loss resulting from over concentration of assets in specific maturity, specific issuer, or specific class of securities. The types of investments that can be held in the University's portfolio include U.S. Treasury and Agency securities, repurchase agreements, collateralized public deposits, commercial paper and banker's acceptances. No more than 5% of the total market value of the portfolio may be invested in banker's acceptances issued by any one commercial bank and no more than 5% of the total market value of the portfolio may be invested in commercial paper of any one issuer.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

The University's investments in U.S. Agency Obligations consist of Freddie Mac, Federal Farm Credit Bank, and Federal Home Loan Bank securities. The concentration in each category at June 30, 2020 was as follows:

	2020
U.S. Treasury Note	0.00%
Freddie Mac	53.59%
Fannie Mae	0.00%
Federal Farm Credit Bank	42.86%
Federal Home Loan Bank	3.55%
	<u>100.00%</u>

*Foreign Currency Risk.* This risk relates to adverse effects on the fair value of an investment from changes in exchange rates. As of June 30, 2021 and 2020, the University had no exposure to foreign currency risk as there were no foreign investments in the University's portfolio.

### Summary Of Fair Values:

The fair value of deposits and investments are as follows:

	2021	2020
<b>Deposits</b>		
Cash in bank	\$ 9,483,740	\$ 5,449,366
Cash on hand	194,798	189,958
Bankers acceptance	—	262,291
Repurchase agreement	32,121,790	28,037,257
Certificates of deposit	37,761,664	2,750,000
	<u>79,561,992</u>	<u>36,688,872</u>
<b>Investments</b>		
US Government Agency Obligations	—	27,996,491
	<u>\$ 79,561,992</u>	<u>\$ 64,685,363</u>

Included in the following statement of net position captions:

	2021	2020
Cash and cash equivalents	\$ 40,320,870	\$ 32,228,073
Restricted cash and cash equivalents	1,479,458	1,448,508
Short-term investments	36,861,664	15,505,467
Long-term investments	900,000	15,503,315
	<u>\$ 79,561,992</u>	<u>\$ 64,685,363</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

The University categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The University held no investments that require recurring fair value measurements as of June 30, 2021.

The University has the following recurring fair value measurements as of June 30, 2020:

- Government Agency Obligations of \$27,996,491 valued using a matrix pricing model (Level 2 inputs).

#### **Investment Income:**

Investment income for the years ended June 30, 2021 and 2020 consists of:

	2021	2020
Interest and dividend income	\$ 2,441,197	\$ 3,786,459
Realized gain (loss) on investments	(3,483)	38,249
Net increase (decrease) in fair value of investments	(132,531)	258,785
	<u>\$ 2,305,183</u>	<u>\$ 4,083,493</u>

#### **4. Accounts Receivable**

The composition of accounts receivable at June 30, 2021 and 2020 is summarized as follows:

	2021	2020
Student billings	\$ 4,036,869	\$ 5,153,984
Departmental operations	238,195	211,084
State and private grants	560,051	484,346
Auxiliary operations	159,726	33,857
Other	46,626	81,778
	<u>5,041,467</u>	<u>5,965,049</u>
Less: Allowance for doubtful accounts	<u>667,413</u>	<u>641,022</u>
	<u>\$ 4,374,054</u>	<u>\$ 5,324,027</u>

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**Notes To Financial Statements (Continued)****5. Notes Receivable**

The composition of notes receivable at June 30, 2021 and 2020 is summarized as follows:

	<u>2021</u>	<u>2020</u>
Federal loan programs	\$ 3,177,790	\$ 3,679,928
Less: Allowance for doubtful accounts	<u>1,053,510</u>	<u>983,874</u>
	<u>\$ 2,124,280</u>	<u>\$ 2,696,054</u>

**6. Capital Assets**

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance - June 30, 2020	Additions	Retirements	Balance - June 30, 2021
Capital assets, not being depreciated:				
Land	\$ 4,217,138	\$ —	\$ —	\$ 4,217,138
Library books	4,944,177	—	(439,351)	4,504,826
Construction in progress	5,450,305	2,975,106	(4,234,837)	4,190,574
Total capital assets not being depreciated	<u>14,611,620</u>	<u>2,975,106</u>	<u>(4,674,188)</u>	<u>12,912,538</u>
Capital assets, being depreciated:				
Building and improvements	528,401,742	3,892,646	—	532,294,388
Infrastructure	39,615,395	59,744	—	39,675,139
Leasehold improvements	4,416,323	282,447	—	4,698,770
Equipment	47,249,851	904,847	(5,718,510)	42,436,188
Library books	21,770,526	128,223	—	21,898,749
Total capital assets being depreciated	<u>641,453,837</u>	<u>5,267,907</u>	<u>(5,718,510)</u>	<u>641,003,234</u>
Less accumulated depreciation for:				
Building and improvements	153,768,961	11,863,626	—	165,632,587
Infrastructure	10,623,930	780,068	—	11,403,998
Leasehold improvements	930,682	236,893	—	1,167,575
Equipment	37,167,518	1,712,770	(5,537,756)	33,342,532
Library books	11,582,975	649,401	—	12,232,376
Total accumulated depreciation	<u>214,074,066</u>	<u>15,242,758</u>	<u>(5,537,756)</u>	<u>223,779,068</u>
Total capital assets being depreciated, net	<u>427,379,771</u>	<u>(9,974,851)</u>	<u>(180,754)</u>	<u>417,224,166</u>
Capital assets, net	<u>\$ 441,991,391</u>	<u>\$ (6,999,745)</u>	<u>\$ (4,854,942)</u>	<u>\$ 430,136,704</u>



# SOUTHEAST MISSOURI STATE UNIVERSITY

## Notes To Financial Statements (Continued)

The estimated cost to complete construction in progress at June 30, 2021 is \$7,342,801 of which funds are available from auxiliary funds, state appropriations, and other local sources. Projects in progress include upgrades to Student Housing, Athletic facilities, and Academic Building renovations and infrastructure.

Capital asset activity for the year ended June 30, 2020 was as follows:

	Balance - June 30, 2019	Additions	Retirements	Balance - June 30, 2020
Capital assets, not being depreciated:				
Land	\$ 4,217,138	\$ —	\$ —	\$ 4,217,138
Library books	5,194,257	—	(250,080)	4,944,177
Construction in progress	9,600,709	7,387,520	(11,537,924)	5,450,305
Total capital assets not being depreciated	19,012,104	7,387,520	(11,788,004)	14,611,620
Capital assets, being depreciated:				
Building and improvements	518,824,773	11,503,388	(1,926,419)	528,401,742
Infrastructure	39,626,525	34,536	(45,666)	39,615,395
Leasehold improvements	4,416,323	—	—	4,416,323
Equipment	48,241,352	1,609,391	(2,600,892)	47,249,851
Library books	21,566,741	203,785	—	21,770,526
Total capital assets being depreciated	632,675,714	13,351,100	(4,572,977)	641,453,837
Less accumulated depreciation for:				
Building and improvements	142,625,254	11,531,166	(387,459)	153,768,961
Infrastructure	9,855,048	779,640	(10,758)	10,623,930
Leasehold improvements	693,789	236,893	—	930,682
Equipment	37,758,129	1,890,748	(2,481,359)	37,167,518
Library books	10,931,377	651,598	—	11,582,975
Total accumulated depreciation	201,863,597	15,090,045	(2,879,576)	214,074,066
Total capital assets being depreciated, net	430,812,117	(1,738,945)	(1,693,401)	427,379,771
Capital assets, net	\$ 449,824,221	\$ 5,648,575	\$ (13,481,405)	\$ 441,991,391

The estimated cost to complete construction in progress at June 30, 2020 was \$3,350,194 of which funds are available from auxiliary funds and other local sources. Projects in progress include student housing, athletic facility upgrades, and academic building renovations and infrastructure.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (Continued)

#### 7. Accounts Payable

The composition of accounts payable at June 30, 2021 and 2020 is summarized as follows:

	2021	2020
Equipment purchases	\$ 122,292	\$ 1,018,965
Supplies and operating expenses	2,199,986	3,383,575
Capital improvements	786,588	1,227,824
Retainage - capital projects	32,157	128,418
	<u>\$ 3,141,023</u>	<u>\$ 5,758,782</u>

#### 8. Bonds Payable

Bonds payable at June 30, 2021 are summarized as follows:

	Balance - June 30, 2020	Principal Additions	Principal Payments	Balance - June 30, 2021
Educational Facilities Taxable Revenue Bonds Series 2010B	\$ 1,490,000	\$ —	\$ (1,490,000)	\$ —
System Facilities Revenue Bonds Series 2011B	730,000	—	(730,000)	—
System Facilities Revenue Bonds Series 2013A	65,420,000	—	(65,420,000)	—
System Facilities Revenue Bonds Series 2016A	14,650,000	—	(2,125,000)	12,525,000
System Facilities Taxable Revenue Bonds Series 2016B	8,285,000	—	(215,000)	8,070,000
System Facilities Revenue Bonds Series 2016C	25,025,000	—	—	25,025,000
Educational Facilities Refunding Revenue Bonds Series 2019	44,595,000	—	—	44,595,000
System Facilities Refunding Revenue Bonds Series 2020	—	57,480,000	—	57,480,000
	<u>\$ 160,195,000</u>	<u>\$ 57,480,000</u>	<u>\$ (69,980,000)</u>	147,695,000
Less: Current maturities (due within one year)				2,370,000
Less: Discount on bond payable				10,842
Add: Premium on bond payable				14,883,983
				<u>\$ 160,198,141</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

Bonds payable at June 30, 2020 are summarized as follows:

	Balance - June 30, 2019	Principal Additions	Principal Payments	Balance - June 30, 2020
Educational Facilities Taxable Revenue Bonds Series 2010B	\$ 49,090,000	\$ —	\$ (47,600,000)	\$ 1,490,000
System Facilities Revenue Bonds Series 2011B	1,445,000	—	(715,000)	730,000
System Facilities Revenue Bonds Series 2013A	68,245,000	—	(2,825,000)	65,420,000
System Facilities Revenue Bonds Series 2016A	16,675,000	—	(2,025,000)	14,650,000
System Facilities Taxable Revenue Bonds Series 2016B	8,500,000	—	(215,000)	8,285,000
System Facilities Revenue Bonds Series 2016C	25,025,000	—	—	25,025,000
Educational Facilities Refunding Revenue Bonds Series 2019	—	44,595,000	—	44,595,000
	<u>\$ 168,980,000</u>	<u>\$ 44,595,000</u>	<u>\$ (53,380,000)</u>	<u>160,195,000</u>
Less: Current maturities (due within one year)				7,520,000
Less: Discount on bond payable				35,303
Add: Premium on bond payable				8,126,205
				<u>\$ 160,765,902</u>

On July 22, 2020, the Board of Regents issued \$57,480,000 of System Facilities Refunding Revenue Bonds Series 2020 for the purpose of refunding Series 2013A System Facilities Revenue Bonds. The refunding decreased the University's total debt service payments by \$5,025,667 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$4,916,683.

During 2020, the refunding of the Series 2013A bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$3,326,179. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2043 using the bonds outstanding method.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

The Series 2020 bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2020 bonds maturing April 1, 2031 and thereafter may be called to redemption and payment prior to maturity on or after April 1, 2030 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2020 bonds maturing April 1, 2040 and 2043 are subject to mandatory redemption and payment prior to maturity at the principal amount thereof plus accrued interest thereon to the date of redemption, without premium, in accordance with the following schedule:

Series 2020 Bonds Maturing April 1, 2040	
<u>Years</u>	<u>Amount</u>
2038-2040	\$5,330,000
Series 2020 Bonds Maturing April 1, 2043	
<u>Years</u>	<u>Amount</u>
2041-2043	\$2,691,000

The Series 2020 bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 2.00% to 5.00% and mature serially through fiscal year 2043.

On July 24, 2019, the Board of Regents issued \$44,595,000 of Educational Facilities Refunding Revenue Bonds Series 2019 for the purpose of partially refunding Series 2010B Taxable Educational Facilities Revenue Bonds (Build America Bonds). The partial refunding decreased the University's total debt service payments by \$5,130,254 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$4,780,216.

During 2019, the partial refunding of the Series 2010B bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$4,043,117. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2041 using the bonds outstanding method.

The Series 2019 bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2019 bonds maturing October 1, 2030 and thereafter may be called to redemption and payment prior to maturity on or after October 1, 2029 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity.

The Series 2019 bonds bear interest at rates varying from 3% to 5% and mature serially through fiscal year 2041.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

On August 10, 2016, the Board of Regents issued \$25,025,000 of System Facilities Revenue Bonds Series 2016C for the purpose of partially refunding Series 2011B System Facilities Revenue bonds. The partial refunding decreased the University's total debt service payments by \$3,068,337 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$2,723,714.

During 2016, the advance refunding of the Series 2011B bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$1,767,433. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2042 using the bonds outstanding method.

The Series 2016C bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2016C bonds maturing April 1, 2025 and thereafter may be called to redemption and payment prior to maturity on or after April 1, 2024 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2016C bonds maturing April 1, 2037, April 1, 2039 and April 1, 2042 are subject to mandatory redemption and payment prior to maturity at the principal amount thereof plus accrued interest thereon to the date of redemption, without premium, in accordance with the following schedule:

Series 2016C Bonds Maturing April 1, 2037	
<u>Years</u>	<u>Amount</u>
2036-2037	\$2,840,000
Series 2016C Bonds Maturing April 1, 2039	
<u>Years</u>	<u>Amount</u>
2038-2039	\$3,005,000
Series 2016C Bonds Maturing April 1, 2042	
<u>Years</u>	<u>Amount</u>
2040-2042	\$4,850,000

The Series 2016C bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 2.00% to 4.00% and mature serially through fiscal year 2042.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

On February 26, 2016, the Board of Regents issued \$21,710,000 of System Facilities Revenue Bonds Series 2016A and \$8,920,000 of Taxable System Facilities Revenue Bonds Series 2016B for the purpose of refunding \$23,555,000 Systems Facilities Revenue bonds Series 2011 and constructing, furnishing, and equipping a facility for Greek student housing and certain other expansions, renovations, and improvements to System Facilities. The refunding decreased the University's total debt service payments by \$2,830,120 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$2,808,956.

During 2016, the refunding of the Series 2011 bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$609,621. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2032 using the bonds outstanding method.

The Series 2016A and 2016B bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2016A bonds maturing April 1, 2026 and thereafter may be called to redemption prior to maturity on or after April 1, 2025 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The series 2016B bonds maturing April 1, 2027 and thereafter, at the option of the University may be called to redemption prior to maturity on or after April 1, 2026 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2016B bonds maturing April 1, 2031, April 1, 2036 and April 1, 2045 are subject to mandatory redemption prior to maturity at the principal amount thereof plus accrued interest thereon to the date of redemption, without premium, in accordance with the following schedule:

Series 2016B Bonds Maturing April 1, 2031	
<u>Years</u>	<u>Amount</u>
2027-2031	\$1,350,000
Series 2016B Bonds Maturing April 1, 2036	
<u>Years</u>	<u>Amount</u>
2032-2036	\$1,625,000
Series 2016B Bonds Maturing April 1, 2045	
<u>Years</u>	<u>Amount</u>
2037-2045	\$3,935,000

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

The Series 2016A bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 3.00% to 5.00% and mature serially through fiscal year 2032. The Series 2016B bonds also collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 1.375%-4.37% and mature serially through 2045.

On February 28, 2013, the Board of Regents issued \$82,555,000 of System Facilities Revenue Bonds Series 2013A and \$2,050,000 of Taxable System Facilities Revenue Bonds Series 2013B for the purpose of constructing and furnishing a facility for student housing and related education and performance activities in the River Campus area of the University campus; and for the purpose of advanced refunding \$7,805,000 System Facilities Revenue bonds Series 2006A and \$51,615,000 System Facilities Revenue Bonds Series 2008. The advanced refunding decreased the University's total debt service payments by \$9,712,950 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$3,188,038.

During 2013, the advance refunding of the Series 2006A and Series 2008 bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$380,948 and \$7,162,605, respectively. These differences, reported in the accompanying basic financial statements as a deferred outflow of resources, are being charged to operations through 2021 using the bonds outstanding method.

The Series 2013A and 2013B bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2013A bonds maturing April 1, 2021 and thereafter shall be subject to redemption on or after April 1, 2020 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2013A bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 2.60% to 5.00% and mature serially through fiscal year 2043. The Series 2013B bonds matured in 2018. Extraordinary Option Redemption at 100% for the Series 2013A bonds may take place upon the occurrence of certain special conditions or events. The qualifying bonds were redeemed with the 2020 bond issue refinancing.

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

On December 22, 2011, the Board of Regents issued \$28,980,000 of System Facilities Revenue Bonds Series 2011B for the purpose of constructing, furnishing and equipping a five-story, 262-bed residence hall with 180 parking spaces, constructing a chiller and boiler plant and funding capitalized interest on the Series 2011B bonds. The Series 2011B bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2011 bonds maturing April 1, 2018 and thereafter shall be subject to redemption on or after April 1, 2017 as follows:

<u>Redemption Dates</u>	<u>Redemption Prices</u>
April 1, 2019 - April 1, 2042	100%

Extraordinary Option Redemption at 100% may occur upon the occurrence of certain special conditions or events. The Series 2011B bonds bear interest at rates varying from 2.4% to 2.8% and mature serially through fiscal year 2021.

On August 10, 2016, the University issued \$25,025,000 Series 2016C System Facilities Revenue Bonds to partially fund the Series 2011B bonds. The University will pay principal and interest through 2021 on the nondefeased Series 2011B bonds. During fiscal year 2017, the University refunded the Series 2011B bonds maturing April 1, 2022 - April 1, 2042. The refunded Series 2011B bonds were placed in escrow and were removed from the University's financial statements.

On December 8, 2010, the Board of Regents approved a resolution to issue bonds providing construction proceeds for campus facility renovations and repair projects including renovations to Academic Hall, renovations and an addition to Magill Hall and the University science laboratories, and deferred maintenance projects over the next five years, and conversion of the campus power plant to natural gas installation.



## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

On December 16, 2010, the Health and Educational Facilities Authority of the State of Missouri issued \$4,760,000 Educational Facilities Revenue Bond Series 2010A and \$54,495,000 Taxable Educational Facilities Revenue Bonds Series 2010B (Build America Bonds). The Series 2010A bonds were paid in full at final maturity on October 1, 2014. The Series 2010B bonds shall pay interest semiannually on April 1 and October 1. The University participates in the Build America Bonds program relative to the Series 2010B bonds. Build America Bonds were created under section 1531 of Title 1 of Division B of the American Recovery and Reinvestment Act, and provide a federal subsidy of 35% of the interest paid on the bonds to the issuer. Due to sequestration, subsidy payments were reduced by 8.7% in September 2013, by 7.2% in March 2014, 7.3% in March 2015, 6.8% in March 2016, 6.9% in March 2017 and 6.6% in March 2018. The University received a 6.6% reduction in the September 2018 subsidy payment. The order does not affect payments for future years, although the University has been informed that there could be additional sequester orders for future fiscal years through and including fiscal year 2021.

At the option of the University, the Series 2010B bonds maturing October 1, 2021 and thereafter shall be subject to redemption on or after October 1, 2020 at a redemption price of 100% of the principal amount. The Series 2010B bonds bear interest at rates varying from 4.625% to 6.875% and mature serially through fiscal year 2041. The true interest cost after the federal subsidy averages 4.316%. The qualifying bonds were redeemed with the 2019 bond issue refinancing.

The System Facilities is composed of the Housing System, the Student Union Facility (University Center), Textbook Services, the Student Recreation Center, the Outdoor Recreation Fields, and the Parking and Transit system. Revenue derived from the operation of these facilities is pledged for the retirement of the outstanding 2011B, 2013A, 2016A, 2016B and 2016C and 2020 Series Bonds. Under the provisions of these bond resolutions, the University covenants to establish rates for the use and services of the System Facilities sufficient to fund operations, maintain reserves, and provide revenues to pay principal and interest on the bonds. Refer to Note 16 for a summary of System Facilities pledged revenue for fiscal years 2021 and 2020.

Interest expense on bonded debt was \$4,673,562 and \$5,232,750 for 2021 and 2020, respectively.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

Scheduled fiscal year maturities of System Facilities and Educational Facilities bonds payable and related interest are as follows:

<b>Year</b>	<b>Principal</b>	<b>Interest</b>
2022	\$ 2,370,000	\$ 5,917,833
2023	4,300,000	5,805,658
2024	6,000,000	5,595,615
2025	7,110,000	5,289,102
2026	7,435,000	4,957,077
2026-2030	41,810,000	19,501,793
2031-2035	37,405,000	11,301,429
2036-2040	35,095,000	4,322,132
2041-2045	6,170,000	421,315
	<u>\$ 147,695,000</u>	<u>\$ 63,111,954</u>

## 9. Notes Payable

Notes payable at June 30, 2021 are summarized as follows:

	<b>Balance - June 30, 2020</b>	<b>Principal Additions</b>	<b>Principal Payments</b>	<b>Balance - June 30, 2021</b>
Chartwell's-Olive's and Skylight Terrace Expansion	\$ 205,096	\$ —	\$ (17,429)	\$ 187,667
Department of Natural Resources Energy Loan	93,597	—	(8,771)	84,826
KS StateBank - Pianos	—	457,908	(84,474)	373,434
	<u>\$ 298,693</u>	<u>\$ 457,908</u>	<u>\$ (110,674)</u>	<u>645,927</u>
Less: Current maturities (due within one year)				114,593
				<u>\$ 531,334</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (Continued)

Notes payable at June 30, 2020 are summarized as follows:

	Balance - June 30, 2019	Principal Additions	Principal Payments	Balance - June 30, 2020
Chartwell's-Olive's and Skylight Terrace Expansion	\$ 238,706	\$ —	\$ (33,610)	\$ 205,096
Department of Natural Resources Energy Loan	—	98,520	(4,923)	\$ 93,597
	<u>\$ 238,706</u>	<u>\$ 98,520</u>	<u>\$ (38,533)</u>	<u>298,693</u>
Less: Current maturities (due within one year)				<u>26,201</u>
				<u>\$ 272,492</u>

On July 1, 2009, the University entered into an agreement with Chartwells, the University's contracted food service provider, for the construction of dining facilities in the new residence hall and expansion of the University Center to provide additional dining space. The University will make monthly principal payments, totaling \$577,870 through fiscal year 2031. The note is noninterest bearing. Interest has been imputed using a rate of 3.625%.

The University entered into a loan agreement dated May 19, 2017 with the Missouri Department of Economic Development-Division of Energy to provide energy efficient lighting in Crisp Hall, an academic building. The loan was approved for \$97,545 with an interest rate of 2.75% and a loan origination fee of 1% of the principal loan amount. An extension request was approved in October 2017. The promissory note of \$98,520 was executed on October 8, 2019. The University will make semi-annual principal and interest payments through July 1, 2029.

The University entered into a loan agreement dated July 1, 2020 with KS StateBank to provide financing for piano purchases. The loan was approved for \$457,908 with an interest rate of 4.04%. The University will make annual principal and interest payments of \$102,974 through July 1, 2025.

Interest expense was \$23,955 and \$9,454 for 2021 and 2020, respectively. Scheduled fiscal year maturities on notes payable and related interest are as follows:

Year	Principal	Interest
2022	\$ 114,593	\$ 20,037
2023	118,660	15,972
2024	122,880	11,751
2025	127,260	7,370
2026	28,834	2,822
2027 - 2031	133,700	5,707
	<u>\$ 645,927</u>	<u>\$ 63,659</u>

## 10. Retirement Plan - Missouri State Employees' Retirement System

### *General Information about the Pension Plan*

*Plan description.* Benefit eligible employees of the University are provided with pensions through MOSERS - a cost-sharing multiple-employer defined benefit pension plan. Chapter 104.320 of the Revised Statutes of Missouri grants the authority to establish a defined benefit plan for eligible state and other related agency employees. MOSERS issues an annual Comprehensive Annual Financial Report (CAFR), a publicly available financial report that can be obtained at [www.mosers.org](http://www.mosers.org).

*Benefits provided.* MOSERS provides retirement, disability, and life insurance benefits to eligible employees. The base retirement benefits are calculated by multiplying the employee's final average pay by a specific factor multiplied by the years of credited service. The factor is based on the specific plan in which the employee participates, which is based on the employee's hire date. Information on the three plans administered by MOSERS (MSEP, MSEP 2000 and MSEP2011 retirement plans) and how eligibility and the benefit amount is determined for each plan may be found in the Notes to the Financial Statements of MOSERS' CAFR.

*Contributions.* Per Chapter 104.436 of the Revised Statutes of Missouri, contribution requirements of the active employees and the participating employers are established and may be amended by the MOSERS Board. Employees in the MSEP2011 Plan are required to contribute 4% of their annual pay. The University's required contribution rate for the year ended June 30, 2021, was 22.88% of annual payroll, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The contribution rate for the MOSERS plan year ended June 30, 2020 was 21.77%, which is the year of measurement for the net pension liability. Contributions to the pension plan from the University were \$9,262,972 and \$9,051,938 for the years ended June 30, 2021 and 2020, respectively.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (Continued)

#### ***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

At June 30, 2021 and 2020, the University reported a liability of \$132,137,222 and \$128,178,153, respectively, for its proportionate share of the net pension liability. The net pension liability at June 30, 2021 and 2020 was measured as of June 30, 2020 and 2019, respectively, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of those dates.

The University's proportion of the net pension liability was based on the University's actual share of contributions to the pension plan relative to the actual contributions of all participating employers for MOSERS plan year ended June 30, 2020. At June 30, 2020, the University's proportion was 2.08169%, a decrease from its proportion measured using 2.12175% as of the June 30, 2019 measurement date.

During the MOSERS plan year ended June 30, 2020, there were changes to reduce the long-term expected rate of return on investments from 7.10% to 6.95%, which increased the total pension liability.

During the MOSERS plan year ended June 30, 2019, there were changes to reduce the long-term expected rate of return on investments from 7.25% to 7.10%, which increased the total pension liability.

For the years ended June 30, 2021 and 2020, the University recognized pension expense of \$14,705,491 and \$21,872,950, respectively. At June 30, 2021, the University reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows Of Resources</b>	<b>Deferred Inflows Of Resources</b>
Differences between expected and actual experience	\$ 59,841	\$ 1,372,471
Changes of assumptions	3,492,515	—
Net difference between projected and actual earnings on pension plan investments	7,010,459	—
Changes in proportion and differences between University contributions and proportionate share of contributions	—	5,703,101
University contributions subsequent to the measurement date of June 30, 2020	9,262,972	—
	<u>\$ 19,825,787</u>	<u>\$ 7,075,572</u>

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

### **Notes To Financial Statements (*Continued*)**

At June 30, 2020, the University reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows Of Resources</b>	<b>Deferred Inflows Of Resources</b>
Differences between expected and actual experience	\$ 109,284	\$ 1,490,006
Changes of assumptions	5,121,629	—
Net difference between projected and actual earnings on pension plan investments	9,951,772	—
Changes in proportion and differences between University contributions and proportionate share of contributions	7,691	8,518,643
University contributions subsequent to the measurement date of June 30, 2019	9,051,938	—
	<b>\$ 24,242,314</b>	<b>\$ 10,008,649</b>

Deferred outflows of resources of \$9,262,972 resulting from University contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in the University's fiscal year following MOSERS' fiscal year as follows:

<b>Plan Year Ending June 30:</b>	<b>Amount</b>
2021	\$ 453,567
2022	783,726
2023	1,641,003
2024	608,947
	<b>\$ 3,487,243</b>

Actuarial assumptions. The total pension liability in the June 30, 2020 actuarial valuation, which is also the date of measurement for financial reporting purposes, was determined using the following actuarial assumptions, applied to all periods included in the measurement:

## SOUTHEAST MISSOURI STATE UNIVERSITY

### Notes To Financial Statements (*Continued*)

Inflation	2.25%, approximate
Salary increases	2.75% - 8.25% annually including inflation
Wage inflation	2.25 annually
Investment rate of return	6.95% per year, compounded annually, net after investment expenses and including inflation

Mortality rates were based on the RP-2014 Healthy Annuitant mortality table, projected from 2006 to 2026 with Scale MP-2015 and scaled by 120%. The pre-retirement mortality table is the RP-2014 Employee mortality table, projected from 2006 to 2026 with Scale MP-2015 and scaled by 95% for males and 90% for females.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2015. In addition, the Board reaffirmed its previous decision to reduce the investment return assumption from 7.10% to 6.95% for the June 30, 2020 valuation.

*Long-term investment rate of return.* The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates rates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return for both the old and new portfolios for each major asset class included in MOSERS target asset allocation as of June 30, 2020 are summarized in the following tables:

#### Long-Term Expected Rate of Return – Old Portfolio

Asset Class	Policy Allocation	Long-Term Expected Real Rate Of Return	Weighted Average Long-Term Expected Real Rate Of Return
Opportunistic global equities	38.0%	5.8%	3.1%
Nominal bonds	44.0%	0.8%	1.5%
Commodities	20.0%	5.3%	1.6%
Inflation-linked bonds	39.0%	-0.1%	0.9%
Alternative beta	31.0%	4.1%	2.0%
Cash & cash equivalents	72.0%	0.0%	-0.7%
Correlation/Volatility Adjustment			-0.7%
100.0%			7.7%
Less: Investment Inflation Assumption			-2.5%
Long-Term Expected Geometric Net Real Return			5.2%

# SOUTHEAST MISSOURI STATE UNIVERSITY

## Notes To Financial Statements (*Continued*)

### Long-Term Expected Rate of Return - New Portfolio

Asset Class	Policy Allocation	Long-Term Expected Real Rate Of Return*	Weighted Average Long-Term Expected Real Rate Of Return
Global public equities	30.0%	7.7%	2.3%
Global private equities	15.0%	9.3%	1.4%
Long treasuries	25.0%	3.5%	0.9%
Core bonds	10.0%	3.1%	0.3%
Commodities	5.0%	5.5%	0.3%
TIPS	25.0%	2.7%	0.7%
Private real assets	5.0%	7.1%	0.3%
Public real assets	5.0%	7.7%	0.4%
Hedge funds	5.0%	4.8%	0.2%
Alternative beta	10.0%	5.3%	0.5%
Private credit	5.0%	9.5%	0.5%
Cash & cash equivalents **	-40.0%	0.0%	0.0%
Correlation/Volatility Adjustment			-0.6%
100.0%			7.2%
Less: Investment Inflation Assumption			-1.9%
Long-Term Expected Geometric Net Real Return			5.3%

\*\* Cash and cash equivalents policy allocation amounts are negative due to use of leverage.

*Discount rate.* The discount rate used to measure the total pension liability was 6.95%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from employers will be made at required rates, actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments of 6.95% was applied to all periods of projected benefit payments to determine the total pension liability.



## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

*Sensitivity of the University's proportionate share of the net pension liability to changes in the discount rate.* The following presents the University's proportionate share of the net pension liability calculated using the discount rate of 6.95%, as well as what the University's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.95%) or 1-percentage-point higher (7.95%) than the current rate:

	1% Decrease (5.95%)	Current Discount Rate (6.95%)	1% Increase (7.95%)
University's proportionate share of the net pension liability	\$ 165,454,713	\$ 132,137,222	\$ 104,114,614

*Pension plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued MOSERS financial report.

#### ***Payables to the Pension Plan***

As of June 30, 2021 and 2020, the University had payables of \$859,532 and \$857,395 respectively, due to MOSERS for legally required contributions to the plan.

## **11. Retirement Plan - College And University Retirement Plan**

Beginning July 1, 2002, in accordance with Section 104.1200 through 104.1215 of the Revised Statutes of Missouri, employees hired who meet the criteria of an "education employee" participate in the College and University Retirement Plan (CURP). It is a noncontributory 401(a) defined contribution plan for education employees at regional colleges/universities in Missouri. The MOSERS has been given the responsibility by law to implement and oversee the administration of the plan. The TIAA group of companies is the third-party administrator for the CURP and manages the investment options under the plan. Contributions made by the University are self-directed by participants into their selected individual accounts. By law, the CURP contribution rate is equal to 1% less than the normal cost contribution rate of the Missouri State Employees' Plan 2000 (MSEP 2000). After participating in CURP for at least six years, a faculty member may elect to become a member of MOSERS.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

The University is required to contribute to CURP at a statutorily determined rate; the rate was 6.00% of annual covered payroll for 2021 and 2020, respectively. The University's contributions to CURP for the years ended June 30, 2021 and 2020 were \$1,019,656 and \$1,036,349 respectively, which equaled the required contributions for those years.

#### ***Payables to the CURP Plan***

As of June 30, 2021 and 2020, the University had payables of \$108,463 and \$105,222, respectively, due to CURP for legally required contributions to the plan.

## **12. Postemployment Healthcare Plan**

*Plan Description.* The University provides a one-time opportunity for retirees to continue medical insurance coverage. Retirees after October 22, 2010 who elect to continue medical insurance are required to pay monthly premiums determined by plan type elected and Medicare eligibility. Pre-65 retirees who retired prior to October 22, 2010 who elect to continue medical insurance are required to pay monthly premiums on the basis of an implicit rate subsidy calculation. Monthly premiums for pre-October 22, 2010 participating retirees under 65 years of age are subsidized by the University at the rate of 1% for every year of active service to the University. Pre-October 22, 2010 retiree's adjusted monthly premium cost will not go below 80% of the premium amount. Financial statements for the plan are not available.

The University's annual other postemployment benefit (OPEB) cost (expense) is calculated based on an actuarial valuation prepared in accordance with the parameters of GASB Statement No. 75. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

*Employees Covered by Benefit Terms.* As of June 30, 2020, the following employees were covered by the benefit terms:

Active employees eligible for coverage	1,018
Inactive employees or beneficiaries currently receiving benefits	45
	<hr/>
	1,063

*Net OPEB Liability.* The University's net OPEB liability of \$4,592,245 and \$4,442,902 were measured as of June 30, 2021 and 2020, respectively, and were determined by an actuarial valuation as of July 1, 2019.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

*Actuarial Assumptions and Methods.* The net OPEB liabilities in the July 1, 2019 actuarial valuation were determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Discount Rate	3.36%
Annual Wage Increases	3.00%
Price Inflation	2.50%
Healthcare Cost Trend Rates	8% for 2020, decreasing 0.25% per year

*Discount Rate.* The University's plan is pay as you go and there is not a trust set up to hold plan assets, therefore the long-term expected rate of return is not a factor in determining the discount rate. The discount rate reflects the yield or index rate for 20-year tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher (or equivalent quality on another scale), to the extent that the conditions for use of the long-term expected rate of return are not met. The source of the index rate used for the actuarial valuation is the S&P Municipal Bond 20 Year High Grade Rate Index.

Mortality rates were based on Pub-2010 General Headcount - Weighted Mortality with Scale MP-2019.

#### *Changes in the Net OPEB Liability:*

Balance at June 30, 2020	\$ 4,442,902
Service cost	265,840
Interest cost	153,675
Net benefits paid by employer	(270,172)
Net Change	<u>149,343</u>
Balance at June 30, 2021	<u>\$ 4,592,245</u>
Balance at June 30, 2019	\$ 4,327,989
Service cost	258,097
Interest cost	148,277
Net benefits paid by employer	(236,736)
Other changes	(54,725)
Net Change	<u>114,913</u>
Balance at June 30, 2020	<u>\$ 4,442,902</u>

# SOUTHEAST MISSOURI STATE UNIVERSITY

## Notes To Financial Statements (Continued)

*Sensitivity Results.* The following presents the net OPEB liability of the University as of June 30, 2021 and 2020, as well as what the University's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	June 30, 2021		
	Current		
	1% Decrease (2.36%)	Discount Rate (3.36%)	1% Increase (4.36%)
University's net OPEB liability	\$ 4,983,535	\$ 4,592,245	\$ 4,238,237

	June 30, 2020		
	Current		
	1% Decrease (2.36%)	Discount Rate (3.36%)	1% Increase (4.36%)
University's net OPEB liability	\$ 4,820,861	\$ 4,442,902	\$ 4,100,973

The following presents the net OPEB liability of the University as of June 30, 2021 and 2020, as well as what the University's net OPEB liability would be if it were calculated using a health care trend rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate.

- The current health care trend rate is 8% decreasing by 0.25% annually to an ultimate rate of 4.50%
- The 1% decrease in health care trend rate would be 7% decreasing by 0.25% annually to an ultimate rate of 3.5%
- The 1% increase in health care trend rate would be 9% decreasing by 0.25% annually to an ultimate rate of 5.5%

	June 30, 2021		
	Current		
	1% Decrease	Trend Rate	1% Increase
University's net OPEB liability	\$ 4,085,922	\$ 4,592,245	\$ 5,187,453

	June 30, 2020		
	Current		
	1% Decrease	Trend Rate	1% Increase
University's net OPEB liability	\$ 3,986,414	\$ 4,442,902	\$ 4,977,461

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

For the years ended June 30, 2021 and 2020, the University recognized OPEB expense of \$142,913 and \$163,208, respectively. At June 30, 2021, the University reported deferred inflows of resources or deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows Of Resources	Deferred Inflows Of Resources
Differences between expected and actual experience	\$ —	\$ 279,952
Changes of assumptions	238,087	—
	<u>\$ 238,087</u>	<u>\$ 279,952</u>

At June 30, 2020, the University reported deferred inflows of resources or deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows Of Resources	Deferred Inflows Of Resources
Differences between expected and actual experience	\$ —	\$ 322,955
Changes of assumptions	274,660	—
	<u>\$ 274,660</u>	<u>\$ 322,955</u>

### 13. Contingencies And Risk Management

The University is subject to various legal proceedings and claims which arise in the ordinary course of its operations. In the opinion of the University management, the amount of ultimate liability with respect to these actions will not materially affect the overall financial position of the University.

Under the terms of federal grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to reimbursements to the grantor agencies. It is the opinion of management that such reimbursements, if any, will not have a material effect on the University's financial position.

University employees are covered under Worker's Compensation by the State of Missouri. Claims are submitted to the State and paid by the State on behalf of the University. Total claims paid for the University employees for fiscal year 2021 and fiscal year 2020 were \$911,227 and \$693,356, respectively.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

The majority of University employees are also covered by unemployment insurance administered by the State of Missouri Division of Employment Security.

The University is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; business interruption; errors and omissions; employee injuries and illnesses; natural disasters and employee health and accident benefits. The University purchases commercial insurance and also receives coverage through the State of Missouri for these risks of loss. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

The University has purchased property on occasion that requires monitoring for environmental issues that could result in liability. As of June 30, 2021 and 2020, the University is not aware of any material environmental liability.

Effective January 1, 2020, the University established a self-insured medical program covering substantially all employees. The University's liability has been limited by the purchase of specific (\$250,000 individual deductible limit in calendar year 2021 and 2020) and aggregate (\$1,000,000 deductible in calendar year 2021 and 2020) reinsurance. The University has recorded a liability for expenses incurred but not reported of \$1,044,410 and \$492,869 as of June 30, 2021 and 2020, respectively, which is included in the accrued claims liability on the statement of net position.

The liability reported for claims incurred but not reported are based on the requirements of GASB Statement No. 10, which requires that a liability for claims be reported if information obtained prior to the issuance of the financial statements indicates it is probable that a liability has been incurred and the amount of the liability can be reasonably estimated.

Changes in the balance of the insurance reserve liability during the year ended June 30, 2021 and 2020 were as follows:

Liability, July 1, 2019	\$ —
Current year claims and changes in estimates	4,182,906
Claim payments	<u>2,464,064</u>
Liability, June 30, 2020	<u>\$ 1,718,842</u>
Current year claims and changes in estimates	\$ 8,509,706
Claim payments	<u>9,000,909</u>
Liability, June 30, 2021	<u>\$ 1,227,639</u>

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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Notes To Financial Statements (*Continued*)**14. Net Position**

**Restricted** - Net position is restricted when constraints placed are either externally imposed, or are imposed by law or enabling legislation. The composition of restricted net position at June 30, 2021 and 2020 was:

	2021	2020
<b>Nonexpendable</b>		
Scholarships	\$ 2,206,602	\$ 2,284,871
<b>Expendable</b>		
Debt service	1,479,458	1,448,508
Loans	212,815	212,815
	<u>1,692,273</u>	<u>1,661,323</u>
Total Restricted	<u>\$ 3,898,875</u>	<u>\$ 3,946,194</u>

**Unrestricted** - Unrestricted net position is not subject to externally imposed stipulations; however, it may be subject to internal designations. For example, unrestricted net position may be designated for specific purposes by action of the Board of Regents or may otherwise be limited by contractual agreements with outside parties. Unrestricted net position excluding the effects of the pension obligation and related deferrals is internally designated for academic programs and initiatives, investment in inventories and capital programs. Designated unrestricted net position was \$38,468,407 and \$26,098,887 at June 30, 2021 and 2020, respectively. Undesignated, unrestricted net position, including those of auxiliary operations, was \$(87,072,197) and \$(84,323,353) at June 30, 2021 and 2020, respectively.

Undesignated unrestricted net position at June 30, 2021 and 2020 consists of the following:

	2021	2020
<b>Undesignated Unrestricted</b>		
Net pension liability at June 30, offset by pension-related deferred inflows and outflows, net of amounts included in restricted net position	\$ (119,382,225)	\$ (113,942,974)
All other operations of the University, including auxiliary operations	<u>32,310,028</u>	<u>29,619,621</u>
Total undesignated unrestricted net position	<u>\$ (87,072,197)</u>	<u>\$ (84,323,353)</u>

As of June 30, 2021, University operations undesignated unrestricted net position consists of \$306,524 US Government Loan Programs, \$2,695,161 Auxiliary Undesignated and Unrestricted Undesignated of \$29,308,343.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

As of June 30, 2020, University operations undesignated unrestricted net position consists of \$546,884 US Government Loan Programs, \$1,547,110 Auxiliary Undesignated and Unrestricted Undesignated of \$27,525,627.

#### 15. Operating Leases

The University has entered into several operating leases for equipment. These leases will expire on various dates through fiscal year 2024. Future minimum lease payments at June 30, 2021 were:

<u>Year</u>	<u>Amount</u>
2022	\$ 106,897
2023	59,118
2024	11,039
	<u>\$ 177,054</u>

#### 16. Segment Information

A segment is an identifiable activity reported within a stand-alone entity for which one or more revenue bonds are outstanding. A segment has a specific identifiable revenue stream pledged in support of revenue bonds and has related expenses, gains and losses, assets and liabilities that are required by an external party to be accounted for separately. The University has one segment that meets the reporting requirements of GASB Statement No. 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments: Omnibus - an amendment of GASB Statements No. 21 and No. 34*. As of June 30, 2021 and 2020, the University's outstanding bond debt includes System Facilities Revenue Bonds. The System Facilities is composed of the Housing System, the Student Union facility, the Student Recreation Center, the Parking and Transit System, Textbook Services, and the Outdoor Recreation Fields. Revenue derived from the operation of these facilities is pledged for the retirement of the outstanding Series 2011B, Series 2013A, Series 2016A, Series 2016B, Series 2016C, & Series 2020 bonds and payment of interest thereon semi-annually on April 1 and October 1.



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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**Notes To Financial Statements** *(Continued)*

The condensed financial information for the System Facilities Revenue Bond Fund as of June 30, 2021 and 2020 is as follows:

**Condensed Statement Of Net Position**

	<u>2021</u>	<u>2020</u>
<b>Current Assets</b>	\$ 10,390,957	\$ 10,249,681
<b>Noncurrent Assets</b>		
Capital assets, net of depreciation	<u>163,731,728</u>	<u>167,250,507</u>
<b>Total Assets</b>	<u>174,122,685</u>	<u>177,500,188</u>
 <b>Deferred Outflows Of Resources</b>	 <u>4,674,536</u>	 <u>5,964,573</u>
 <b>Current Liabilities</b>	 4,566,897	 8,958,471
<b>Noncurrent Liabilities</b>	<u>111,021,736</u>	<u>111,281,416</u>
<b>Total Liabilities</b>	<u>115,588,633</u>	<u>120,239,887</u>
 <b>Net Position</b>		
Net investment in capital assets	54,913,653	54,680,283
Unrestricted	<u>8,294,935</u>	<u>7,958,723</u>
 <b>Total Net Position</b>	 <u>\$ 63,208,588</u>	 <u>\$ 62,639,006</u>

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**Notes To Financial Statements (Continued)****Condensed Statement Of Revenues, Expenses,  
And Changes In Net Position**

	2021	2020
<b>Operating Revenue</b>		
Housing contracts, net of scholarship allowance	\$ 18,742,075	\$ 16,148,170
Textbook sales and rentals	1,512,083	1,537,120
Student recreation center fees	2,157,041	2,259,531
Parking fees and fines	1,168,971	1,066,480
Student union building fees	245,001	257,537
Other operating revenues	1,770,038	1,876,240
<b>Total Operating Revenue</b>	<b>25,595,209</b>	<b>23,145,078</b>
<b>Operating Expenses</b>		
Personnel service	4,400,240	4,639,443
Contract food service	6,692,330	5,755,178
Utilities and maintenance	2,530,664	3,066,181
Book purchases	751,131	966,517
Depreciation	4,812,110	4,761,449
Other operating expenses	3,659,694	2,710,182
<b>Total Operating Expenses</b>	<b>22,846,169</b>	<b>21,898,950</b>
<b>Operating Income</b>	<b>2,749,040</b>	<b>1,246,128</b>
<b>Nonoperating Revenue (Expenses)</b>		
Investment income	33,836	172,644
Interest on capital asset related debt	(2,891,147)	(4,216,458)
Emergency COVID-19 governmental assistance	677,853	4,445,949
<b>Net Nonoperating Expenses</b>	<b>(2,179,458)</b>	<b>402,135</b>
<b>Increase In Net Position</b>	<b>569,582</b>	<b>1,648,263</b>
<b>Net Position Beginning Of Year</b>	<b>62,639,006</b>	<b>60,990,743</b>
<b>Net Position End Of Year</b>	<b>\$ 63,208,588</b>	<b>\$ 62,639,006</b>

**Condensed Statement Of Cash Flows**

	2021	2020
Net cash provided by operating activities	\$ 6,577,780	\$ 5,546,269
Net cash used in capital and related financing activities	(6,496,664)	(6,730,217)
Net cash provided by investing activities	33,836	172,644
Net decrease in cash and cash equivalents	114,952	(1,011,304)
Cash and cash equivalents - beginning of year	9,319,265	10,330,569
Cash and cash equivalents - end of year	\$ 9,434,217	\$ 9,319,265

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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Notes To Financial Statements (*Continued*)**17. Southeast Missouri University Foundation**

The following disclosures pertain to the University's discretely presented component unit - the Foundation:

**Investments And Investment Return**

Investments at June 30, 2021 and 2020 consisted of the following:

	2021	2020
Cash and money market funds	\$ 1,139,302	\$ 1,117,780
Certificates of deposit	298,954	294,074
Equities:		
Domestic	25,509,765	20,054,361
Developing international	4,429,533	3,371,145
Mutual funds:		
Domestic	31,250,539	24,478,701
Developing international	14,433,067	10,272,369
Emerging market	13,101,368	10,476,484
International fixed income	17,763,383	14,482,854
Other	7,902,566	5,733,502
Corporate bonds	6,825,966	5,310,826
Asset back securities	564,881	454,500
U.S. Treasury securities	1,425,376	810,635
U.S. government obligations	2,454,865	2,325,430
Municipal securities	1,085,883	898,812
Alternative strategies	735,191	1,147,771
	128,920,639	101,229,244
Less: short-term investments	23,264,596	21,504,936
	<u>\$ 105,656,043</u>	<u>\$ 79,724,308</u>

Total investment return is comprised of the following as of June 30:

	2021	2020
Interest and dividends, net of fees	\$ 1,647,594	\$ 2,174,389
Unrealized and realized investment gains (losses)	26,001,441	(644,004)
	<u>\$ 27,649,035</u>	<u>\$ 1,530,385</u>

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**Notes To Financial Statements (Continued)****Pledges Receivable**

Pledges receivable at June 30 consists of:

	2021	2020
Pledges receivable	\$ 293,319	\$ 595,309
Allowance for doubtful accounts	(35,872)	(20,002)
	<u>\$ 257,447</u>	<u>\$ 575,307</u>

**Property And Equipment**

Property and equipment at June 30 consists of:

	2021	2020
Land	\$ 7,620,564	\$ 7,620,564
Buildings and improvement	8,246,149	8,246,149
Vehicles and equipment	257,071	257,071
	<u>16,123,784</u>	<u>16,123,784</u>
Less: Accumulated depreciation	5,169,310	4,937,468
	<u>\$ 10,954,474</u>	<u>\$ 11,186,316</u>

**Notes Receivable**

Notes receivable at June 30 consists of:

	2021	2020
City of Cape Girardeau	\$ 2,503,044	\$ 2,877,392
APG Limited	437,693	467,681
	<u>2,940,737</u>	<u>3,345,073</u>
Less: Current maturities due within one year	490,670	489,988
	<u>\$ 2,450,067</u>	<u>\$ 2,855,085</u>

On March 14, 2013, the Foundation sold 247.43 acres to the City of Cape Girardeau (the City). The City signed a 12-year, noninterest bearing promissory note for the amount of \$5,520,000 to the Foundation. The City shall pay 12 annual installments of \$460,000. Imputed interest amount was calculated using the long-term applicable federal rate for the month of March 2013, which was 2.66%. In April 2017, an additional \$920,000 was added to the note as a result of a joint capital project between the City and the University. The City signed a new promissory note with the Foundation to fund the City's share of the capital improvements and the Foundation will reimburse the University as funds are collected from the City.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

On December 9, 2013, the Foundation sold the property located at 401 and 505 Washington Avenue to APG Limited, LLC. APG Limited signed a 10-year promissory note with an interest rate of 2.25% for the amount of \$647,000 to the Foundation. APG Limited shall pay 119 payments of \$3,350 and a final balloon payment of \$362,378.

Aggregate annual maturities of notes receivable at June 30, 2021 are:

<u>Year</u>	<u>Amount</u>
2022	\$ 490,669
2023	491,367
2024	835,657
2025	460,000
2026	460,000
Thereafter	460,000
	3,197,693
Less: Imputed interest on loan	256,956
	<u>\$ 2,940,737</u>

### Notes Payable To Bank

Notes payable to bank at June 30 consists of:

	<u>2021</u>	<u>2020</u>
First Missouri State Bank - 315 South Lorimier	\$ 153,035	\$ 171,167
Montgomery Bank - South Lorimier & 334 Morgan Oak	506,888	550,280
	659,923	721,447
Less: Current maturities due within one year	64,877	61,834
	<u>\$ 595,046</u>	<u>\$ 659,613</u>

Aggregate annual maturities of notes payable at June 30, 2021 are:

<u>Year</u>	<u>Amount</u>
2022	\$ 64,877
2023	182,357
2024	412,689
	<u>\$ 659,923</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### Notes To Financial Statements (*Continued*)

On December 28, 2012, the Foundation purchased property located at 315 South Lorimier in Cape Girardeau, Missouri. To finance the purchase, the Foundation entered into a promissory note with First Missouri State Bank in the amount of \$289,220 with a maturity date of December 28, 2017. The Foundation renewed the note during the year with a revised maturity date of December 28, 2022. Current payments on the note are regular payments of \$2,139 and one lump sum payment estimated at \$126,447. The interest rate of the promissory note is 4.60% per annum.

On August 8, 2018, the Foundation entered into a promissory note with Montgomery Bank in the amount of \$624,389 to consolidate and refinance the South Lorimier (A) and 334 Morgan Oak (B) notes. The promissory note requires 59 monthly principal and interest of \$5,817, with one balloon payment estimated at \$410,961 due at maturity on August 8, 2023. The promissory note bears interest at 4.91% per annum.

#### **Net Assets**

##### ***Net Assets With Donor Restrictions***

Net assets with donor restrictions at June 30 are available for the following purposes or periods:

	<u>2021</u>	<u>2020</u>
Scholarships	\$ 106,359,582	\$ 77,241,226
Loans	175,990	170,825
Other	11,900,912	11,245,911
	<u>\$ 118,436,484</u>	<u>\$ 88,657,962</u>

##### ***Net Assets Released From Restrictions***

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors.

	<u>2021</u>	<u>2020</u>
Scholarships	\$ 2,540,103	\$ 3,004,859
Loans	75	895
Other purpose restrictions accomplished	2,230,863	2,076,717
	<u>\$ 4,771,041</u>	<u>\$ 5,082,471</u>

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### **Notes To Financial Statements (*Continued*)**

#### **Annuity And Trust Obligations**

The Foundation has been the recipient of several gift annuities and charitable remainder trusts, which require future payments to the contributors or their named beneficiaries. The assets received from the donor are recorded at fair values. The Foundation has recorded a liability of \$966,728 and \$1,474,996 at June 30, 2021 and 2020, respectively, which represents the present value of the future gift annuity obligations. The liability has been determined using a discount rate of 10.52% and 2.97% at June 30, 2021 and 2020, respectively. Additionally, the Foundation has recorded a liability at June 30, 2021 and 2020, of \$187,993 and \$226,870, respectively, which represents the present value of the future obligations to make distributions to the designated beneficiaries of charitable remainder trusts.

#### **Operating Leases**

The Foundation leases certain plant assets to the University. These leases will expire on various dates through fiscal year 2033. Future minimum lease payments at June 30, 2020 were:

<u>Year</u>	<u>Amount</u>
2022	\$ 368,800
2023	309,704
2024	261,243
2025	235,211
2026	315,036
Thereafter	1,092,301
	<u>\$ 2,582,295</u>

## **18. COVID-19**

The outbreak of 2019 coronavirus (COVID-19), which was recognized as a global pandemic by the World Health Organization, has prompted the University to implement various preventative and protective measures. These measures include alteration of how business activities are conducted, adapting to new modalities of instruction, the purchase and implementation of PPE, establishing procedures that allow for social distancing, etc. Since the initial classification of the pandemic, Southeast has received multiple sources of financial assistance to help offset the costs associated with the above measures as well as to provide financial assistance to our students.

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the Coronavirus Aid, Relief and Economic Security Act (CARES Act), has provided substantial funding to institutions of higher education. A portion of the funds have been required to be distributed directly to students as an Emergency Financial Aid Grant. Institutions are given latitude on how to distribute the funding and this means that each institution may develop its own system and process for determining how to allocate these funds. Secretary of Education Betsy DeVos encouraged the leadership of each institution to prioritize students with the greatest need. Another portion of funds have been allocated for institutional needs related to mitigation of the COVID-19 virus on campus.

The University signed and returned its first Certification and Agreement to the U.S. Department of Education for the HEERF Funds for Emergency Financial Aid Grants in Fiscal Year 2020 for an initial distribution of \$6.83 million. The University was required to use no less than 50% of the funds received (\$3.415 million), as stated under 18004(a)(1) of the CARES Act, to provide Emergency Financial Aid Grants directly to students. At June 30, 2020, approximately \$2.025 million had been disbursed to students. In July of 2020, the remaining \$1.39 million was disbursed. The University's portion of funding (\$3.415 million) was disbursed in Fiscal Year 2020 in accordance with statutory requirements as refunds for spring semester student housing and dining costs due to the immediate closure of the residence halls in response to the pandemic.

In Fiscal Year 2021, the University received a second allocation of HEERF Funds. The University was provided another \$3.415 million which was required to be provided directly to students as an Emergency Financial Aid Grant. The full amount was disbursed by June 30, 2021. An additional \$8.095 million was awarded to the University to cover expenses related to the mitigation of COVID-19 or to replace lost revenues due to the pandemic. During Fiscal Year 2021, the University expended \$2.34 million of those funds. Another \$339,807 was made available through HEERF Strengthening Institutions funds. These funds were received in Fiscal Year 2021 to offset lost revenues.

Funding of up to \$5.475 million was also made available through the State's distribution of the Coronavirus Relief Funds to help cover costs associated with reopening campus for the Fall 2020 semester and to assist in expanding remote learning capabilities. Associated costs were required to be paid and submitted to the State of Missouri by December 1, 2020. The University received \$1.64 million in Fiscal Year 2020 to help offset the costs of moving to a remote learning and working environment. The remainder of the funds (\$3.83 million) was received in Fiscal Year 2021.



## **SOUTHEAST MISSOURI STATE UNIVERSITY**

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### Notes To Financial Statements (*Continued*)

The University also received \$927,399 of Governor's Emergency Education Relief Funds (GEER) to support the ability of the University to continue to provide educational services and support the ongoing functionality of the institution. Associated costs must be paid by June 15, 2021. These funds were received in September of 2020.

Additionally, Coronavirus Relief Funds (CRF) of \$380,292 was awarded to the University by Cape Girardeau County. Associated costs must be paid and submitted by December 30, 2020. The University did not utilize the full amount of award. The University received \$112,890 in fiscal year 2020 to cover costs associated with creating a quarantine space for students and various PPE items. An additional \$235,715 was received in fiscal year 2021.

The pandemic has created significant uncertainty, volatility and disruption in financial and business activities. The extent of the pandemic's impact on the University's operations and future financial condition will depend on how the University future continues to develop itself and to protect itself from future surges in the pandemic with the help of the funding previously identified and future funding provided for Fiscal Year 2022. It will also be dependent on to what extent normal economic and business activities can resume in the future.

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## Required Supplementary Information

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**SOUTHEAST MISSOURI STATE UNIVERSITY**

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**SCHEDULES OF SELECTED PENSION INFORMATION**  
**MISSOURI STATE EMPLOYEES' RETIREMENT SYSTEM**  
**June 30, 2021**  
**(In Thousands)**

**Schedule Of University's Proportionate Share Of The Net Pension Liability**

	Measurement Date As Of June 30:						
	2020	2019	2018	2017	2016	2015	2014
University's proportion of the net pension liability	2.0817%	2.1217%	2.3112%	2.4578%	2.4563%	2.4420%	2.3902%
University's proportionate share of the net pension liability	\$ 132,137,222	\$ 128,178,153	\$ 128,922,744	\$ 127,976,381	\$ 114,021,149	\$ 78,422,893	\$ 56,354,914
University's covered-employee payroll	41,594,888	41,219,232	44,921,805	48,380,403	47,570,877	47,277,247	46,027,547
University's proportionate share of net pension liability as a percentage of its covered-employee payroll	317.68%	310.97%	286.99%	264.52%	239.69%	165.88%	122.44%
Plan fiduciary net position as a percentage of the total pension liability	55.48%	56.72%	59.02%	60.41%	63.60%	72.62%	79.49%

*Notes:* The above schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Information provided is based on a measurement date and actuarial valuation as of the end of the preceding fiscal year.

**Schedule Of University's Contributions**

	Fiscal Year End As Of June 30:									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Required contribution	\$ 9,262,972	\$ 9,051,938	\$ 8,328,691	\$ 8,739,287	\$ 8,209,302	\$ 8,072,759	\$ 8,022,949	\$ 8,096,002	\$ 6,602,853	\$ 6,335,969
Contributions in relation to the required contribution	9,262,972	9,051,938	8,328,691	8,739,287	8,208,979	8,072,759	8,022,949	8,096,002	6,602,853	6,335,969
University's covered-employee payroll	40,478,328	41,594,888	41,219,232	44,921,805	48,380,403	47,570,877	47,277,247	47,679,635	45,694,484	45,354,109
Contributions as a percentage of covered-employee payroll	22.88%	21.76%	20.21%	19.45%	16.97%	16.97%	16.97%	16.98%	14.45%	13.97%

**SOUTHEAST MISSOURI STATE UNIVERSITY**  

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**SCHEDULES OF SELECTED PENSION INFORMATION**  
**MISSOURI STATE EMPLOYEES' RETIREMENT SYSTEM**  
**June 30, 2021**  
**(In Thousands)**

**Changes Of Benefit Terms Or Assumptions**

Changes to assumptions in valuation reports included a change in the discount rate from 7.25% for the measurement date as of June 30, 2018 recorded by the University at June 30, 2019 to 7.10% for the measurement date as of June 30, 2019 recorded by the University at June 30, 2020 and to 6.95% for the measurement date as of June 30, 2020 recorded by the University at June 30, 2021.

Senate Bill 62 (SB62), which contained changes to the benefit structure for MSEP 2011, was passed by the 2017 legislature. The provisions of the bill decreased vesting from ten to five years of service, but also included provisions that essentially offset the cost of the vesting change. As a result, SB 62 had no impact on the employer contribution rate and created a decrease to the UAAL of \$1.6 million.

During the MOSERS plan year ended June 30, 2020, there were changes to reduce the long-term expected rate of return on investments from 7.10% to 6.95%, which increased the total pension liability. During the MOSERS plan year ended June 30, 2019, there were changes to reduce the long-term expected rate of return on investments from 7.25% to 7.10%, which increased the total pension liability. During the MOSERS plan year ended June 30, 2018, there were changes to reduce the long-term expected rate of return on investments from 7.50% to 7.25%, which increased the total pension liability. During the MOSERS plan year ended June 30, 2017, there were changes to reduce the long-term expected rate of return on investments from 7.65% to 7.50%, which increased the total pension liability.

Changes to assumptions for the year ended June 30, 2016 were related to changes in the mortality table, investment returns, and salary increases.

# SOUTHEAST MISSOURI STATE UNIVERSITY

## SCHEDULES OF SELECTED POSTEMPLOYMENT HEALTHCARE PLAN INFORMATION

**June 30, 2021**

	As of June 30,			
	2021	2020	2019	2018
Service cost	\$ 265,840	\$ 258,097	\$ 271,452	\$ 263,545
Interest cost	153,675	148,277	126,667	123,611
Net benefits paid by employer	(270,172)	(236,736)	(312,318)	(264,832)
Other changes	—	(54,725)	—	—
Net change in total OPEB liability	149,343	114,913	85,801	122,324
Total OPEB liability - beginning of year	4,442,902	4,327,989	4,242,188	4,119,864
Total OPEB liability - end of year	\$ 4,592,245	\$ 4,442,902	\$ 4,327,989	\$ 4,242,188
Covered employee payroll	54,530,104	52,941,848	60,235,272	58,480,847
Total OPEB liability as a percentage of covered employee payroll	8.42%	8.39%	7.19%	7.25%

*Notes:* The above schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

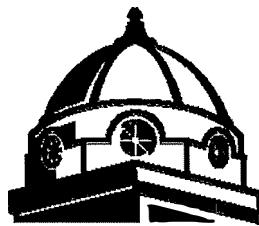
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**SOUTHEAST MISSOURI STATE  
UNIVERSITY SYSTEM FACILITIES**

*FINANCIAL STATEMENTS*

*JUNE 30, 2021*

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**SOUTHEAST MISSOURI  
STATE UNIVERSITY • 1873**

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CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

## Independent Auditors' Report

Board of Governors  
Southeast Missouri State University  
System Facilities  
Cape Girardeau, Missouri

### Report On The Financial Statements

We have audited the accompanying financial statements of the business-type activities of Southeast Missouri State University System Facilities (the System Facilities) of Southeast Missouri State University (the University), a component unit of the State of Missouri, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the System Facilities basic financial statements as listed in the table of contents.

### *Management's Responsibility For The Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the System Facilities as of June 30, 2021, and its changes in financial position and cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

### ***Financial Reporting Entity***

As discussed in Note 1, the basic financial statements of the System Facilities are intended to present the financial position, changes in financial position, and cash flows of only that portion of the University that is attributable to the System Facilities. They do not purport to, and do not, present fairly the financial position of the University as of June 30, 2021, and its changes in financial position and cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 3 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the System Facilities' basic financial statements. The schedules of insurance coverage, enrollment and fees, room and board costs - five-year trend, student composition - university housing system, housing occupancy and university residence hall capacities as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we express no opinion on it.

*RubinBrown LLP*

November 12, 2021

# SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

This discussion and analysis of Southeast Missouri State University System Facilities' (the System Facilities) basic financial statements provides an overview of the System Facilities' financial performance during the year ended June 30, 2021. The Management's Discussion and Analysis is designed to focus on current activities and resulting changes, and should be read in conjunction with the System Facilities' basic financial statements and footnotes.

### Using This Report

This report consists of a series of basic financial statements, prepared in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis-for State and Local Governments*, and GASB Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis - for Public Colleges and Universities*. The Statement of Net Position includes the assets, liabilities, deferred inflows and outflows of resources and net position of the System Facilities as of the end of the fiscal year. The Statement of Net Position is a point of time financial statement. It is prepared under the accrual basis of accounting, whereby assets are recognized when the service is provided and the liabilities are recognized when others provide the service, regardless of when cash is exchanged.

The Statement of Revenue, Expenses and Changes in Net Position presents the revenues earned and expenses incurred during the year. Activities are reported as either operating, nonoperating or other. The utilization of long-lived assets, referred to as Capital Assets, is reflected in the basic financial statements as depreciation, which amortizes the cost of an asset over its expected useful life.

The Statement of Cash Flows presents the System Facilities' inflows and outflows of cash. The primary purpose of the Statement of Cash Flows is to provide information about the System Facilities' cash receipts and payments summarized by operating, capital and related financing, noncapital financing and investing activities.

# SOUTHEAST MISSOURI STATE UNIVERSITY

## SYSTEM FACILITIES

### Management's Discussion And Analysis (*Continued*)

#### Financial Analysis Of The System Facilities

The following table reflects the Net Position for the System Facilities as of June 30:

	2021	2020
<b>Current Assets</b>	\$ 10,390,957	\$ 10,249,681
<b>Noncurrent Assets</b>		
Capital assets, net of depreciation	163,731,728	167,250,507
<b>Total assets</b>	<b>174,122,685</b>	<b>177,500,188</b>
<b>Deferred Outflows of Resources</b>	<b>4,674,536</b>	<b>5,378,705</b>
<b>Current Liabilities</b>	<b>4,566,897</b>	<b>8,958,471</b>
<b>Noncurrent Liabilities</b>	<b>111,021,736</b>	<b>111,281,416</b>
<b>Total liabilities</b>	<b>115,588,633</b>	<b>120,239,887</b>
<b>Net Position</b>		
Net investment in capital assets	54,913,653	54,680,283
Unrestricted	8,294,935	7,958,723
<b>Total net position</b>	<b>\$ 63,208,588</b>	<b>\$ 62,639,006</b>

Current assets consist primarily of cash and cash equivalents and inventories. Current assets totaled \$10.39 and \$10.25 million for June 30, 2021 and 2020, respectively.

Current liabilities consist primarily of accounts payable, accrued compensation, accrued interest payable and unearned income. Current liabilities also include the current portion of bonds and notes payable. Current liabilities totaled \$4.57 and \$8.96 million for June 30, 2021 and 2020, respectively.

Noncurrent liabilities consist of long-term debt, which totaled \$111.02 and \$111.28 million at June 30, 2021 and 2020, respectively.

Net position represents the residual interest in the System Facilities' assets and deferred outflows after liabilities are deducted.

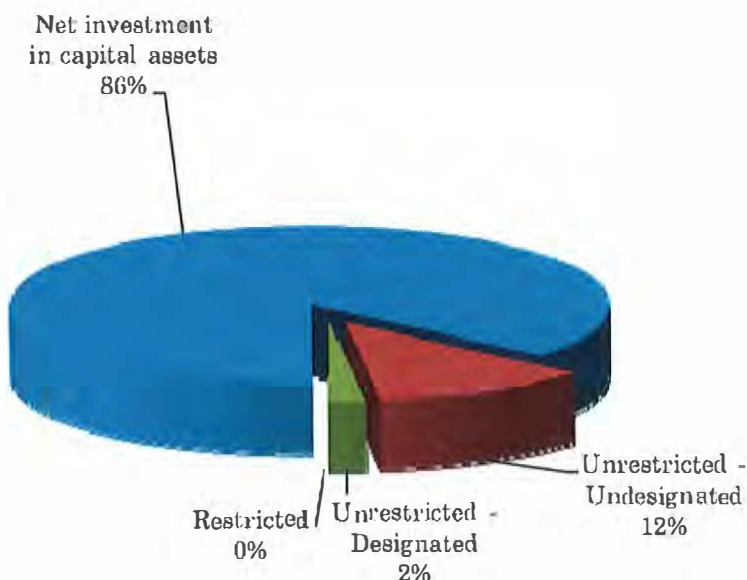
	2021	2020
<b>Net Position</b>		
Net investment in capital assets	\$ 54,913,653	\$ 54,680,283
Unrestricted:		
Designated	797,014	930,416
Undesignated	7,497,921	7,028,307
<b>Total Unrestricted</b>	<b>8,294,935</b>	<b>7,958,723</b>
<b>Total net position</b>	<b>\$ 63,208,588</b>	<b>\$ 62,639,006</b>

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Management's Discussion And Analysis (*Continued*)

Following is a breakdown of net position at June 30, 2021:



Net investment in capital assets represents the System Facilities' capital assets net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets. Net investment in capital assets increased approximately \$.23 million from \$54.68 million at June 30, 2020 to \$54.91 million at June 30, 2021. The increase is primarily due to the change in the System's bond liability.

Although unrestricted net position is not subject to externally imposed stipulations, approximately \$0.80 and \$0.93 million was internally designated for investment in inventories as of June 30, 2021 and 2020, respectively. Unrestricted-undesignated net position of the System Facilities was approximately \$7.50 million at June 30, 2021, which was an increase from \$7.03 million at June 30, 2020.

The following schedule reflects the condensed revenues and expenses of the System Facilities for fiscal years 2021 and 2020:

**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

Management's Discussion And Analysis (*Continued*)

**Condensed Statements Of Revenues  
Expenses And Changes In Net Position  
Years Ended June 30, 2021 And 2020**

	2021	2020
<b>Operating Revenue</b>		
Housing contracts, net of scholarship allowance	\$ 18,742,075	\$ 16,148,170
Textbook sales and rentals	1,512,083	1,537,120
Student recreation center fees	2,157,041	2,259,531
Parking fees and fines	1,168,971	1,066,480
Student union building fees	245,001	257,537
Other operating revenues	1,770,038	1,876,240
<b>Total operating revenue</b>	<b>25,595,209</b>	<b>23,145,078</b>
<b>Operating Expenses</b>		
Personnel service	4,400,240	4,639,443
Contract food service	6,692,330	5,755,178
Utilities and maintenance	2,530,664	3,066,181
Book purchases	751,131	966,517
Depreciation	4,812,110	4,761,449
Other operating expenses	3,659,694	2,710,182
<b>Total operating expenses</b>	<b>22,846,169</b>	<b>21,898,950</b>
<b>Operating income</b>	<b>2,749,040</b>	<b>1,246,128</b>
<b>Nonoperating Revenue (Expenses)</b>		
Investment income	33,836	172,644
Interest on capital asset related debt	(2,891,147)	(4,216,458)
Emergency COVID-19 governmental assistance	677,853	4,445,949
<b>Net nonoperating expenses</b>	<b>(2,179,458)</b>	<b>402,135</b>
<b>Change in net position</b>	<b>569,582</b>	<b>1,648,263</b>
<b>Net position beginning of year</b>	<b>62,639,006</b>	<b>60,990,743</b>
<b>Net position end of year</b>	<b>\$ 63,208,588</b>	<b>\$ 62,639,006</b>

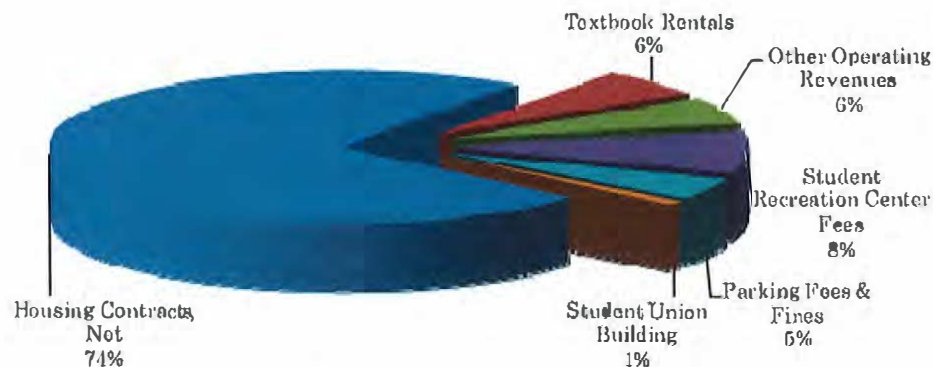
Total revenues for fiscal years 2021 and 2020 were \$26.31 and \$27.76 million. The most significant sources of revenue for the System Facilities are housing contracts, student and parking fees, and textbook rentals. Other operating revenue decreased to \$1.77 million in fiscal year 2021 from \$1.88 in fiscal year 2020, and includes revenue from rental income, camps, and conferences.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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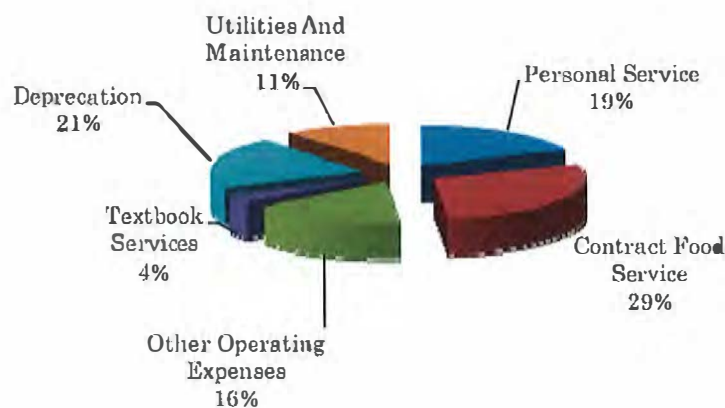
### Management's Discussion And Analysis (*Continued*)

Following is a graphic illustration of revenue by source for fiscal year 2021:



Operating expenses of the System Facilities totaled \$22.85 million for the fiscal year ending June 30, 2021 and \$21.90 million for the fiscal year ending June 30, 2020. Personal service costs and contract food service costs accounted for 48% and 47% of the total operating expenses for fiscal years 2021 and 2020.

Following is a graphic illustration of operating expenses by source for the period ended June 30, 2021:



## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Management's Discussion And Analysis (*Continued*)

#### Capital Assets

At June 30, 2021 and 2020, the System Facilities' investment in capital assets totaled \$163.73 and \$167.25 million, respectively, as follows:

	2021	2020
Buildings and improvements	\$ 213,015,370	\$ 211,383,586
Land	476,467	476,467
Infrastructure	13,390,768	13,390,768
Construction in progress	2,104,668	2,443,121
Less: Accumulated depreciation	(65,255,545)	(60,443,435)
	<u>\$ 163,731,728</u>	<u>\$ 167,250,507</u>

Additional information on Capital Assets can be found in Note 5 of the financial statements.

#### Bonds And Notes Payable

The System Facilities had outstanding bonds of approximately \$103.10 and \$114.11 million at June 30, 2021 and 2020, respectively.

The System Facilities also has a note payable to the University's contract food service provider of approximately \$188,000 and \$205,000 at June 30, 2021 and 2020, respectively.

Additional information on Bonds and Notes Payable can be found in Notes 7 and 8 of the financial statements.

**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

**STATEMENT OF NET POSITION  
June 30, 2021**

**Assets**

**Current Assets**

Cash and cash equivalents	\$ 8,837,595
Restricted cash and cash equivalents	596,622
Accounts receivable	159,726
Inventories	797,014
<b>Total Current Assets</b>	<b>10,390,957</b>

**Noncurrent Assets**

Capital assets - non-depreciable	2,581,135
Capital assets, net - depreciable	161,150,593
<b>Total Noncurrent Assets</b>	<b>163,731,728</b>

<b>Total Assets</b>	<b>174,122,685</b>
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**Deferred Outflows Of Resources**

Deferred amounts on refunding of bonds payable	4,674,536
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**Liabilities**

**Current Liabilities**

Accounts payable	196,054
Accrued interest payable	1,015,409
Accrued compensation	294,799
Unearned income	672,944
Notes payable	17,691
Bonds payable	2,370,000
<b>Total Current Liabilities</b>	<b>4,566,897</b>

**Noncurrent Liabilities**

Notes payable	169,976
Due to related organizations	14,098
Bonds payable	110,837,662
<b>Total Noncurrent Liabilities</b>	<b>111,021,736</b>

<b>Total Liabilities</b>	<b>115,588,633</b>
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**Net Position**

Net investment in capital assets	54,913,653
Unrestricted	8,294,935
<b>Total Net Position</b>	<b>\$ 63,208,588</b>



**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
For The Year Ended June 30, 2021**

**Operating Revenues**

Housing contracts (net of scholarship allowance of \$2,126,473)	\$ 18,742,075
Student recreation center fees	2,157,041
Student union building fees	245,001
Student parking fees	825,042
Other fees	624,299
Textbook rental	1,174,185
Textbook sales	337,898
Fines/parking tickets	343,929
Rental income	591,022
Other operating revenues	554,717
<b>Total Operating Revenues</b>	<b><u>25,595,209</u></b>

**Operating Expenses**

Personnel service	4,400,240
Contract food service	6,692,330
Utilities and maintenance	2,530,664
Book purchases	751,131
Depreciation	4,812,110
Other operating expenses	3,659,694
<b>Total Operating Expenses</b>	<b><u>22,846,169</u></b>

<b>Operating Income</b>	<b><u>2,749,040</u></b>
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**Nonoperating Revenues (Expenses)**

Investment income	33,836
Interest on capital asset-related debt	(2,891,147)
Emergency COVID-19 governmental assistance	677,853
<b>Total Nonoperating Expenses, Net</b>	<b><u>(2,179,458)</u></b>

<b>Change In Net Position</b>	<b>569,582</b>
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<b>Net Position - Beginning Of Year</b>	<b><u>62,639,006</u></b>
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<b>Net Position - End Of Year</b>	<b><u><u>\$ 63,208,588</u></u></b>
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**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

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**STATEMENT OF CASH FLOWS  
For The Year Ended June 30, 2021**

**Cash Flows From Operating Activities**

Student and housing fees	\$ 22,031,408
Other receipts	3,466,324
Payments to vendors and suppliers	(14,520,817)
Payments to employees	(4,399,135)

<b>Net Cash Provided By Operating Activities</b>	<u>6,577,780</u>
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**Cash Flows From Capital And Related Financing Activities**

Proceeds from capital debt	57,480,000
Premium from issuance of capital debt	7,991,445
Purchases of capital assets and payments to contractors	(1,196,050)
Principal paid on capital debt	(68,507,429)
Interest paid on capital debt	(2,942,483)
Emergency COVID-19 governmental assistance	677,853

<b>Net Cash Used In Capital And Related Financing Activities</b>	<u>(6,496,664)</u>
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**Cash Flows Provided By Investing Activities**

Interest on investments	<u>33,836</u>
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<b>Net Increase In Cash And Cash Equivalents</b>	114,952
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<b>Cash And Cash Equivalents - Beginning Of Year</b>	<u>9,319,265</u>
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<b>Cash And Cash Equivalents - End Of Year</b>	<u><u>\$ 9,434,217</u></u>
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**Supplemental Disclosure Of Cash Flow Information**

Noncash transactions:	
Capital asset purchases included in accounts payable	<u>\$ 97,281</u>

**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

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**STATEMENT OF CASH FLOWS (*Continued*)  
For The Year Ended June 30, 2021**

**Reconciliation Of Operating Income To  
Net Cash From Operating Activities**

Operating income	\$ 2,749,040
Adjustments to reconcile operating income to net cash from operating activities:	
Depreciation expense	4,812,110
Changes in assets and liabilities:	
Receivables, net	(159,726)
Inventories	133,402
Accounts payable and accrued liabilities	(945,899)
Due to related organizations	(74,501)
Unearned revenue	62,249
Accrued compensated absences	1,105
	<hr/>
<b>Net Cash Provided By Operating Activities</b>	<b><u><u>\$ 6,577,780</u></u></b>

# SOUTHEAST MISSOURI STATE UNIVERSITY

## SYSTEM FACILITIES

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### NOTES TO FINANCIAL STATEMENTS

June 30, 2021

#### 1. **Organization**

The basic financial statements include the accounts of Southeast Missouri State University (the University) established by the terms of the bond resolutions for the System Facilities Revenue Bond Series 2011B dated December 22, 2011, the System Facilities Revenue Bond Series 2013A dated February 28, 2013, the System Facilities Revenue Bonds and Taxable System Facilities Revenue Bonds 2016A and 2016B dated February 26, 2016, the System Facilities Revenue Bonds 2016C dated August 10, 2016, and the System Facilities Refunding Revenue Bonds 2020 dated April 1, 2020. The basic financial statements reflect only the assets, liabilities, deferred inflows and outflows of resources, net position, and revenues and expenses of the System Facilities.

The System Facilities is composed of the Housing System, the Student Union facility (University Center), the Student Recreation Center, the Outdoor Recreation Fields and the Parking and Transit System. The Housing System is composed of all residence halls and related dining facilities, including Dearmont Quadrangle, Myers Hall, Cheney Hall, Group Housing, the Towers High Rise Housing, Vandiver Hall, Merick Hall, Henderson Hall, LaFerla Hall, Dobbins River Campus Center and Greek Housing. The University Center, for purposes of the System Facilities, includes the operations of textbook rental. Revenue derived from the operation of these facilities is pledged for the retirement of the outstanding Series 2011B, Series 2013A, Series 2016A, 2016B, 2016C and 2020 bonds and payment of interest thereon semi-annually on April 1 and October 1.

#### 2. **Basis Of Accounting And Presentation And Summary Of Significant Accounting Policies:**

##### **Basis Of Accounting And Presentation**

The basic financial statements of the System Facilities have been prepared using the economic resource measurement focus and the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America for publicly owned colleges and universities and is presented in accordance with the reporting model as prescribed in Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, and GASB Statement No. 35, *Basic Financial Statements - Management's Discussion and Analysis for Public Colleges and Universities*. The System Facilities follows the "business-type" activities requirements of GASB Statement No. 34.

## **SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES**

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### **Notes To Financial Statements (*Continued*)**

#### **Summary Of Significant Accounting Policies**

##### **Cash And Cash Equivalents**

These assets represent all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents and restricted cash and cash equivalents are combined on the statement of cash flows and represent cash and repurchase agreements.

##### **Inventories**

Inventories consist of textbooks available for student rental. Textbook inventories are recorded at the lower of cost (using the first-in, first-out method) or market (net realizable value).

##### **Capital Assets**

Physical properties are recorded at cost or, when donated, at acquisition value at date of gift. All financially significant building and infrastructure additions and improvements are capitalized if the life of the capital asset is extended. Depreciation is computed using the straight-line method, with a full-year expense in the year after acquisition and partial depreciation through the month of disposition. Capital assets are depreciated over the estimated useful lives as follows:

<b>Capital Assets</b>	<b>Years</b>
Building and improvements	10 to 50
Infrastructure	10 to 50

When capital assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts.

##### **Compensated Absences**

System Facilities employees earn vacation benefits based, in part, on length of service. Vacation pay is fully vested when earned. Upon separation from service, employees are paid accumulated vacation pay based upon the nature of separation (death, retirement or termination). Certain limitations have been placed on the hours of vacation that employees may accumulate and carry over for payment at termination, retirement or death. Unused hours exceeding these limitations are forfeited.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Notes To Financial Statements (*Continued*)

#### **Net Position**

Resources are required to be classified for accounting and reporting purposes into the following three net position categories:

- *Net investment in capital assets:* Capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.
- *Restricted:*

*Nonexpendable* - Net position subject to externally imposed stipulations that the System Facilities maintain them permanently.

*Expendable* - Net position whose use by the System Facilities is subject to externally imposed stipulations that will be fulfilled by actions of the System Facilities pursuant to those stipulations or that expire by the passage of time.

- *Unrestricted:* Net position that is not subject to externally imposed stipulations. Unrestricted net position may be designated for specific purposes by action of management or the Board of Regents or may otherwise be limited by contractual agreements with outside parties. A portion of unrestricted net position is designated for investment in inventories.

The University first applies restricted net position when an expense or outlay is incurred for purposes for which both restricted and unrestricted net position are available.

#### **Eliminations, Discounts And Allowances**

In preparing the basic financial statements, the System Facilities eliminates inter-fund assets and liabilities that would otherwise be reflected twice in the statement of net position. Similarly, revenues and expenses related to internal service activities are also eliminated from the statement of revenues, expenses, and changes in net position. Student and housing revenues are reported net of scholarship discounts and allowances in the statement of revenues, expenses, and changes in net position.

## **SOUTHEAST MISSOURI STATE UNIVERSITY**

### **SYSTEM FACILITIES**

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#### Notes To Financial Statements (*Continued*)

#### **Operating And Nonoperating Revenues**

The System Facilities' policy for defining operating activities as reported on the statement of revenues, expenses, and changes in net position are those that generally result from exchange transactions such as payments received for providing services and payments made for services or goods received. Operating revenues include various auxiliary services, such as housing and various general fees. Nearly all of the System Facilities' expenses are from exchange transactions. Certain revenue streams relied upon for operations are recorded as nonoperating revenues, as defined by GASB Statement No. 34. Nonoperating revenues include revenues from activities that have the characteristics of nonexchange transactions such as investment income.

#### **Unearned Income**

Unearned income consists primarily of summer school general fees and housing deposits not earned during the current year.

#### **Deferred Outflows And Inflows Of Resources**

In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period or periods and so will not be recognized as an outflow of resources until that time. At June 30, 2021, the University's deferred outflows of resources related to System Facilities consist of deferred amounts on refunding of bonds payable, which results from the difference between the reacquisition price of refunded debt and its carrying value. This amount is deferred and amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter.

In addition to liabilities, the statement of net position may report a separate section for deferred inflows of resources. Deferred inflows of resources consist of the acquisition of net position that is applicable to a future reporting period or periods and so will not be recognized as an inflow of resources until then.

#### **Bond Premiums And Discounts**

Premiums and discounts on bonds payable are amortized over the life of the bond based on a method that approximates the effective interest rate method. For the year ended June 30, 2021, amortization related to bond premiums and bond discounts was \$814,227 and \$5,294, respectively.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Notes To Financial Statements (*Continued*)

#### **Amortization**

The deferred amount on refunding is amortized as interest on capital related debt using the bonds outstanding method.

#### **Estimates And Assumptions**

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect amounts reported in the basic financial statements and the accompanying notes. Actual results could differ from those estimates.

### **3. Deposits**

*Custodial credit risk.* Custodial credit risk is the risk that in the event of a bank failure, a government's deposits may not be returned to it. The University's deposit policy for custodial credit risk requires compliance with the provisions of state law.

State law requires collateralization of all deposits with federal depository insurance; bonds and other obligations of the U.S. Treasury, U.S. Agencies or instrumentalities of the state of Missouri; bonds of any city, county, school district or special road district of the state of Missouri; bonds of any state; or a surety bond having an aggregate value at least equal to the amount of the deposits.

At June 30, 2021, none of the System Facilities' bank balances held by the current depository, a United States financial institution having a branch in the state of Missouri, was exposed to custodial credit risk. All of these deposits were fully collateralized as of June 30, 2021.

*Foreign Currency Risk.* The risk related to adverse effects on the fair value of a deposit from changes in exchange rates. At June 30, 2021, the System Facilities had no exposure to foreign currency risk as the University had no deposits held by international banks.



**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

Notes To Financial Statements (*Continued*)

**4. Due To Related Organization**

As of June 30, 2021, System Facilities owes the University \$14,098. This balance is the result of the University's Master Plan funding a project for the University Center renovations. Due to reduced project costs, the advance will be fully repaid in fiscal year 2022.

**5. Capital Assets**

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance - June 30, 2020	Additions	Retirements and Transfers	Balance - June 30, 2021
Capital assets, not being depreciated:				
Land	\$ 476,467	\$ —	\$ —	\$ 476,467
Construction in progress	2,443,121	1,293,331	(1,631,784)	2,104,668
Total capital assets not being depreciated	2,919,588	1,293,331	(1,631,784)	2,581,135
Capital assets, being depreciated:				
Buildings and improvements	211,383,586	1,631,784	—	213,015,370
Infrastructure	13,390,768	—	—	13,390,768
Total capital assets being depreciated	224,774,354	1,631,784	—	226,406,138
Less accumulated depreciation for:				
Buildings and improvements	(57,602,704)	(4,544,068)	—	(62,146,772)
Infrastructure	(2,840,731)	(268,042)	—	(3,108,773)
Total accumulated depreciation	(60,443,435)	(4,812,110)	—	(65,255,545)
Total capital assets being depreciated, net	164,330,919	(3,180,326)	—	161,150,593
Capital assets, net	\$ 167,250,507	\$ (1,886,995)	\$ (1,631,784)	\$ 163,731,728

The estimated cost to complete construction in progress at June 30, 2021 is \$1.375 million, which consists primarily of upgrades of existing student housing. These projects are being funded by Auxiliary and COVID-19 funds.

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

Notes To Financial Statements (*Continued*)

**6. Accounts Payable**

The composition of accounts payable at June 30, 2021 is summarized as follows:

Capital projects	\$ 68,289
Retainage - capital projects	28,992
Other auxiliary operations	98,773
	<u>\$ 196,054</u>

**7. Bonds Payable**

	Amount Outstanding June 30, 2020	Principal Additions	Principal Payments	Amount Outstanding June 30, 2021
System Facilities Revenues Bonds Series 2011B	\$ 730,000	\$ —	\$ 730,000	\$ —
System Facilities Revenues Bonds Series 2013A	65,420,000	—	65,420,000	—
System Facilities Revenues Bonds Series 2016A	14,650,000	—	2,125,000	12,525,000
System Facilities Revenues Bonds Series 2016B	8,285,000	—	215,000	8,070,000
System Facilities Revenues Bonds Series 2016C	25,025,000	—	—	25,025,000
System Facilities Revenues Bonds Series 2020	—	57,480,000	—	57,480,000
	<u>114,110,000</u>	<u>57,480,000</u>	<u>68,490,000</u>	<u>103,100,000</u>
Less: Current maturities (due within one year)				2,370,000
Add: Premium on bond payable				10,118,504
Less: Discount on bond payable				10,842
				<u>\$ 110,837,662</u>

**Series 2020 Bonds**

On July 22, 2020, the Board of Regents issued \$57,480,000 of System Facilities Refunding Revenue Bonds Series 2020 for the purpose of refunding Series 2013A System Facilities Revenue Bonds. The refunding decreased the University's total debt service payments by \$5,025,667 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$4,916,683.

During 2020, the refunding of the Series 2013A bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$3,326,179. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2043 using the bonds outstanding method.

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

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Notes To Financial Statements (*Continued*)

The Series 2020 bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2020 bonds maturing April 1, 2031 and thereafter may be called to redemption and payment prior to maturity on or after April 1, 2030 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2020 bonds maturing April 1, 2040 and 2043 are subject to mandatory redemption and payment prior to maturity at the principal amount thereof plus accrued interest thereon to the date of redemption, without premium, in accordance with the following schedule:

Series 2020 Bonds Maturing April 1, 2040	
Years	Amount
2038-2040	\$5,330,000
Series 2020 Bonds Maturing April 1, 2043	
Years	Amount
2041-2043	\$2,691,000

The Series 2020 bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 2.00% to 5.00% and mature serially through fiscal year 2043.

**Series 2016 Bonds**

On August 10, 2016, the Board of Regents issued \$25,025,000 of System Facilities Revenue Bonds Series 2016C for the purpose of partially refunding Series 2011B System Facilities Revenue bonds. The partial refunding decreased the University's total debt service payments by \$3,068,337 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$2,723,714.

During 2016, the advance refunding of the Series 2011B bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$1,767,433. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2042 using the bonds outstanding method.

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

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Notes To Financial Statements (*Continued*)

The Series 2016C bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2016C bonds maturing April 1, 2025 and thereafter may be called to redemption and payment prior to maturity on or after April 1, 2024 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2016C bonds maturing April 1, 2037, April 1, 2039 and April 1, 2042 are subject to mandatory redemption and payment prior to maturity at the principal amount thereof plus accrued interest thereon the date of redemption, without premium, in accordance with the following schedule:

Series 2016C Bonds Maturing April 1, 2037	
Years	Amount
2036-2037	\$2,840,000
Series 2016C Bonds Maturing April 1, 2039	
Years	Amount
2038-2039	\$3,005,000
Series 2016C Bonds Maturing April 1, 2042	
Years	Amount
2040-2042	\$4,850,000

The Series 2016C bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the Systems Facilities bear interest at rates varying from 2.00% to 4.00% and mature serially through fiscal year 2042.

On February 26, 2016, the Board of Regents issued \$21,710,000 of System Facilities Revenue Bonds Series 2016A and \$8,920,000 of Taxable System Facilities Revenue Bonds Series 2016B for the purpose of refunding of \$23,555,000 System Facilities Revenue bonds Series 2011 and constructing, furnishing, and equipping a facility for Greek student housing and certain other expansions, renovations and improvements to System Facilities. The advanced refunding decreased the University's total debt service payments by \$2,830,120 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$2,808,956.

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

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Notes To Financial Statements (*Continued*)

During 2016, the advance refunding of the Series 2011 bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$609,621. This difference, reported in the accompanying basic financial statements as a deferred outflow of resources, is being charged to operations through 2032 using the bonds outstanding method.

The Series 2016A and 2016B bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2016A bonds maturing April 1, 2026 and thereafter may be called to redemption prior to maturity on or after April 1, 2025 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2016B bonds maturing April 1, 2027 and thereafter, at the option of the University may be called to redemption prior to maturity on or after April 1, 2026 in lots of \$5,000 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2016B bonds maturing April 1, 2031, April 1, 2036 and April 1, 2045 are subject to mandatory redemption prior to maturity at the principal amount thereof plus accrued interest thereon to the date of redemption, without premium, in accordance with the following schedule:

<b>Series 2016B Bonds Maturing April 1, 2031</b>	
<b>Years</b>	<b>Amount</b>
2027-2031	\$1,350,000
<b>Series 2016B Bonds Maturing April 1, 2036</b>	
<b>Years</b>	<b>Amount</b>
2032-2036	\$1,625,000
<b>Series 2016B Bonds Maturing April 1, 2045</b>	
<b>Years</b>	<b>Amount</b>
2037-2045	\$3,935,000

The Series 2016A bonds, collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 3.00% to 5.00% and mature serially through fiscal year 2032. The Series 2016B bonds also collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at rates varying from 1.375% to 4.37% and mature serially through 2045.

## **SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES**

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### **Notes To Financial Statements (*Continued*)**

#### **Series 2013 Bonds**

On February 28, 2013, the Board of Regents issued \$82,555,000 of System Facilities Revenue Bonds Series 2013A and \$2,050,000 of Taxable System Facilities Revenue Bonds Series 2013B for the purpose of constructing and furnishing a facility for student housing and related education and performance activities in the River Campus area of the University campus; and for the purpose of advance refunding of \$7,805,000 System Facilities Revenue bonds Series 2006A and \$51,615,000 System Facilities Revenue Bonds Series 2008. The advance refunding decreased the University's total debt service payments by \$9,712,950 and results in an economic gain (difference between the present value of the old and new debt service payments) of \$3,188,038.

During 2013, the advance refunding of the Series 2006A and Series 2008 bonds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$380,948 and \$7,162,605, respectively. These differences, reported in the accompanying basic financial statements as a deferred outflow of resources, are being charged to operations through 2021 using the bonds outstanding method.

The Series 2013A and 2013B bonds shall pay interest semiannually on April 1 and October 1. At the option of the University, the Series 2013A bonds maturing April 1, 2021 and thereafter shall be subject to redemption on or after April 1, 2020 at a redemption price of 100% of the principal amount together with accrued interest thereon to the date of maturity. The Series 2013A bonds are collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities, bear interest at rates varying from 2.60% to 5.00% and mature serially through fiscal year 2043. The Series 2013B bonds also collateralized by a pledge of the gross income and revenues derived from the ownership or operation of the System Facilities bear interest at 1.9%, and matured in 2018. Extraordinary Option Redemption at 100% for the Series 2013A may take place upon the occurrence of certain special conditions or events. The qualifying bonds were redeemed with the 2020 bond issue refinancing.

#### **Series 2011B Bonds**

On December 22, 2011, the Board of Regents issued \$28,980,000 of System Facilities Revenue Bonds Series 2011B for the purpose of constructing, furnishing and equipping a five-story, 262-bed residence hall with 180 parking spaces, constructing a chiller and boiler plant and funding capitalized interest on the Series 2011B bonds. The Series 2011B bonds shall pay interest semiannually on April 1 and October 1.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Notes To Financial Statements (*Continued*)

At the option of the University, the Series 2011B bonds maturing April 1, 2018 and thereafter shall be subject to redemption on or after April 1, 2017 as follows:

<u>Redemption Dates</u>	<u>Redemption Prices</u>
April 1, 2019-April 1, 2042	100%

Extraordinary Option Redemption at 100% may occur upon the occurrence of certain special conditions or events. The Series 2011B bonds bear interest at rates varying from 2.4% to 2.8% and mature serially through fiscal year 2021.

On August 10, 2016, the University issued \$25,025,000 Series 2016C System Facilities Revenue Bonds to partially refund the Series 2011B bonds. As of June 30, 2021 the 2011B bonds were fully repaid.

Interest expense was \$2,888,205 for 2021. Scheduled fiscal year maturities of System Facilities bonds payable and related interest expense are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2022	\$ 2,370,000	\$ 4,061,633
2023	4,300,000	3,949,458
2024	5,110,000	3,761,665
2025	5,345,000	3,521,527
2026	5,585,000	3,279,877
2027-2031	31,130,000	12,631,293
2032-2036	23,985,000	7,315,504
2037-2041	19,105,000	3,080,532
2042-2045	6,170,000	421,315
	<u>\$ 103,100,000</u>	<u>\$ 42,022,804</u>

The Series 2011B, Series 2013A and 2013B, Series 2016A, 2016B, 2016C, and 2020 Bonds are collateralized by the net income and revenues derived from the operation and/or ownership of the System Facilities. Under the provisions of the bond resolutions, the University covenants to operate and maintain the System Facilities and to establish and collect rates, fees and charges for the use and services furnished by or through the System Facilities to fund operations, pay principal and interest and establish the required reserves.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Notes To Financial Statements (*Continued*)

The bond resolution for the Series 2011B, Series 2013A, 2013B, 2016A, 2016B, 2016C, and 2020 requires that all System Facilities revenues will be deposited as received into the System Facilities. Amounts are then to be transferred to and expended as follows:

**First**, accumulated in an amount sufficient to pay the current expenses, as defined in the bond resolution, of the System Facilities.

**Second**, transferred to the Bond Account, on or before each March 25 and September 25, in an amount sufficient to meet the principal and interest due on the next interest payment date.

**Third**, transferred to the Debt Service Reserve Account in amounts as may be necessary to maintain a debt service reserve in the amount of the Debt Service Reserve Requirement.

**Fourth**, to maintain a separate System Repair and Replacement Account to deposit sums as may be required to maintain a balance at the Repair and Replacement requirement.

**Fifth**, after the foregoing deposits, the System Facilities may use the balance of excess funds in the System Revenue Account for specific purposes defined in the bond resolution including transfer to unrestricted University funds.

## 8. Notes Payable

Notes payable at June 30, 2021 are summarized as follows:

	Balance - June 30, 2020	Principal Additions	Principal Payments	Balance - June 30, 2021
Chart well's-Olive's and Skylight Terrace Expansion	\$ 205,096	\$ —	\$ (17,429)	\$ 187,667
Less: Current maturities (due within one year)				17,691
				<u>\$ 169,976</u>

On July 1, 2009, the University entered into an agreement with Chartwells, the University's contracted food service provider, for the construction of dining facilities in the new residence hall and expansion of the University Center to provide additional dining space. The University will make monthly principal payments totaling \$577,870 through fiscal year 2031. The note is noninterest bearing. Interest has been imputed using a rate of 3.625%.



**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SYSTEM FACILITIES**

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Notes To Financial Statements (*Continued*)

Interest expense was \$2,942 for 2021. Scheduled fiscal year maturities on notes payable and related interest are as follows:

<b>Year</b>	<b>Principal</b>	<b>Interest</b>
2022	\$ 17,691	\$ 2,679
2023	17,957	2,414
2024	18,227	2,144
2025	18,500	1,870
2026	18,778	1,592
2027-2031	96,514	3,644
	<u>\$ 187,667</u>	<u>\$ 14,343</u>

## **9. Retirement Plan**

Substantially all full-time System Facilities employees are participants in the statewide Missouri State Employees' Retirement System (MOSERS).

*Plan description.* Benefit eligible employees of the University are provided with pensions through MOSERS - a cost-sharing multiple-employer defined benefit pension plan. Chapter 104.320 of the Revised Statutes of Missouri grants the authority to establish a defined benefit plan for eligible state and other related agency employees. MOSERS issues an annual Comprehensive Annual Financial Report (CAFR), a publicly available financial report that can be obtained at [www.mosers.org](http://www.mosers.org).

*Benefits provided.* MOSERS provides retirement, disability, and life insurance benefits to eligible employees. The base retirement benefits are calculated by multiplying the employee's final average pay by a specific factor multiplied by the years of credited service. The factor is based on the specific plan in which the employee participates, which is based on the employee's hire date. Information on the three plans administered by MOSERS (MSEP, MSEP 2000 and MSEP2011 retirement plans) and how eligibility and the benefit amount is determined for each plan may be found in the Notes to the Financial Statements of MOSERS' CAFR.

## SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

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### Notes To Financial Statements (*Continued*)

*Contributions.* Per Chapter 104.436 of the Revised Statutes of Missouri, contribution requirements of the active employees and the participating employers are established and may be amended by the MOSERS Board. Employees in the MSEP2011 Plan are required to contribute 4% of their annual pay. The University's required contribution rate for the year ended June 30, 2021, was 22.88% of annual payroll, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The contribution rate for the MOSERS plan year ended June 30, 2020 was 20.77%, which is the year of measurement for the net pension liability. The contributions to the pension plan from the University were \$9,051,938 for the year ended June 30, 2021.

*Pension Liabilities.* At June 30, 2021, the University reported a liability of \$132,137,222 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

The University's proportion of the net pension liability was based on the University's actual share of contributions to the pension plan relative to the actual contributions of all participating employers for MOSERS plan year ended June 30, 2020. At June 30, 2020, the University's proportion was 2.0812%, a decrease from its proportion measured using 2.1216% as of the June 30, 2019 measurement date. For the year ended June 30, 2021, the University recognized pension expense of \$14,705,491.

The System Facilities does not report a net pension liability as this is a liability of the University as a whole, not of the System Facilities entity, as established by the terms of the bond resolution. For more information, see the separately issued financial statements of Southeast Missouri State University as of June 30, 2021.

## **SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES**

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### Notes To Financial Statements (*Continued*)

#### **10. Postemployment Healthcare**

The University provides a one-time opportunity for retirees to continue medical insurance coverage. Retirees after October 22, 2010 who elect to continue medical insurance are required to pay monthly premiums determined by plan type elected and Medicare eligibility. Pre-65 retirees who retired prior to October 22, 2010 who elect to continue medical insurance are required to pay monthly premiums on the basis of an implicit rate subsidy calculation. Monthly premiums for pre October 22, 2010 participating retirees under 65 years of age are subsidized by the University at the rate of 1% for every year of active service to the University. Pre October 22, 2010, retiree's adjusted monthly premium cost will not go below 80% of the premium amount. Financial statements for the plan are not available.

The University pays for their portion of the medical insurance premiums on a pay-as-you-go basis. For the year ended June 30, 2021, the University paid benefits of \$270,172. No trust fund has been created for the payment of the University's portion of the medical insurance premiums; therefore, as of June 30, 2021 the University's obligations are unfunded.

The Systems Facilities does not report a net postemployment benefit liability as this is a liability of the University as a whole, not of the System Facilities entity, as established by the terms of the bond resolution. For more information, see the separately issued financial statements of Southeast Missouri State University as of June 30, 2021.

#### **11. Contingencies And Risk Management**

The System Facilities is subject to various legal proceedings and claims which arise in the ordinary course of its operations. In the opinion of the University management, the amount of ultimate liability with respect to these actions will not materially affect the overall financial position of the System Facilities.

Under the terms of federal grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to reimbursements to the grantor agencies. It is the opinion of management that such reimbursements, if any, will not have a material effect on the System Facilities' financial position.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### SYSTEM FACILITIES

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#### Notes To Financial Statements (*Continued*)

System Facilities employees are covered under Worker's Compensation by the State of Missouri. Claims are submitted to the State and paid by the State on behalf of the University. Total claims paid for the University employees for fiscal year 2020-2021 were \$911,227.

The majority of System Facilities employees are also covered by unemployment insurance administered by the State of Missouri Division of Employment Security.

The System Facilities is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; employee injuries and illnesses; natural disasters and employee health and accident benefits. The University purchases commercial insurance and also receives coverage through the State of Missouri for these risks of loss. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

The System Facilities has purchased property on occasion that requires monitoring for environmental issues that could result in liability. As of June 30, 2021, the System Facilities is not aware of any environmental liability.

Effective January 1, 2020, the University established a self-insured medical program covering substantially all System Facilities employees. The University's liability has been limited by the purchase of specific (\$250,000 individual deductible limit in calendar year 2021) and aggregate (\$1,000,000 deductible in calendar year 2021) reinsurance. The University has recorded a liability for expenses incurred but not reported of \$1,044,410 as of June 30, 2021.

The liability reported for claims incurred but not reported are based on the requirements of GASB Statement No. 10, which requires that a liability for claims be reported if information obtained prior to the issuance of the financial statements indicates it is probable that a liability has been incurred and the amount of the liability can be reasonably estimated. Changes in the balance of the insurance reserve liability during the year ended June 30, 2021 were as follows:

Liability, June 30, 2020	<u>\$ 1,718,842</u>
Current year claims and changes in estimates	\$ 8,509,706
Claim payments	<u>9,000,909</u>
Liability, June 30, 2021	<u>\$ 1,227,639</u>

## SOUTHEAST MISSOURI STATE UNIVERSITY

### SYSTEM FACILITIES

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#### Notes To Financial Statements (*Continued*)

The System Facilities does not report accrued claims liability as this is a liability of the University as a whole, not of the System Facilities entity. For more information, see the separately issued financial statements of Southeast Missouri State University as of June 30, 2021.

## 12. Net Position

**Restricted** - In accordance with GASB Statement No. 34, net position is restricted when constraints placed are either externally imposed, or are imposed by law or legislation. There was no restricted net position - expendable for debt service at June 30, 2021.

**Unrestricted** - Unrestricted net position, as defined in GASB Statement No. 34, is not subject to externally imposed stipulations; however, it is subject to internal designations. For example, unrestricted net position may be designated for specific purposes by action of the Board of Regents or may otherwise be limited by contractual agreements with outside parties. A portion of unrestricted net position is internally designated for investment in inventories. Designated unrestricted net position was \$797,014 at June 30, 2021. Undesignated unrestricted net position was \$7,497,921 at June 30, 2021.

## 13. COVID-19

The outbreak of 2019 coronavirus (COVID-19), which was recognized as a global pandemic by the World Health Organization, has prompted the University to implement various preventative and protective measures. These measures include alteration of how business activities are conducted, adapting to new modalities of instruction, the purchase and implementation of PPE, establishing procedures that allow for social distancing, etc. Since the initial classification of the pandemic, the University has received multiple sources of financial assistance to help offset the costs associated with the above mentioned measures as well as to provide financial assistance to students. The pandemic has resulted in a widespread economic downturn and created significant uncertainty, volatility and disruption in financial and business activities.

## SOUTHEAST MISSOURI STATE UNIVERSITY

### SYSTEM FACILITIES

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#### Notes To Financial Statements (*Continued*)

The Higher Education Emergency Relief Fund (HEERF), found in Section 18004 of the Coronavirus Aid, Relief and Economic Security Act (CARES Act), has provided substantial funding to institutions of higher education. A portion of the funds are required to be distributed directly to students as an Emergency Financial Aid Grant. Institutions are given latitude on how to distribute the funding and this means that each institution may develop its own system and process for determining how to allocate these funds. Secretary of Education Betsy DeVos encouraged the leadership of each institution to prioritize students with the greatest need. Another portion of the funds have been allocated for institutional needs related to mitigation of the COVID-19 virus on campus.

The University signed and returned its first Certification and Agreement to the U.S. Department of Education for the HEERF Funds for Emergency Financial Aid Grants in Fiscal Year 2020 for an initial distribution of \$6.83 million. The University was required to use no less than 50% of the funds received (\$3.415 million), as stated under 18004(a)(1) of the CARES Act, to provide Emergency Financial Aid Grants directly to students. At June 30, 2020, approximately \$2.025 million had been disbursed to students. In July of 2020, the remaining \$1.39 million was disbursed. The University's portion of funding (\$3.415 million) was disbursed in Fiscal Year 2020 in accordance with statutory requirements as refunds for spring semester student housing and dining costs due to the immediate closure of the residence halls in response to the pandemic. This allowed the University to offset the lost revenues from housing contracts incurred by Residence Life in the Spring of 2020.

In fiscal year 2021, the University received a second allocation of HEERF Funds. The University was provided another \$3.415 million, which was required to be provided directly to students as an Emergency Financial Aid Grant. The full amount was disbursed by June 30, 2021. An additional \$8.095 million was awarded to the University to cover expenses related to the mitigation of COVID or to replace lost revenues due to the pandemic. During fiscal year 2021, the University expended \$2.34 million of those funds.

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## Supplementary Information

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**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

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**SCHEDULE OF INSURANCE COVERAGE  
(UNAUDITED)  
June 30, 2021**

<b>Coverage And Insurer</b>	<b>Policy Expiration Date</b>	<b>Amount Of Coverage</b>
Fire and extended coverage (building, contents and loss of income) Marsh USA	6/30/2021	\$ 974,351,522

Subsequent to June 30, 2021, the University contracted with Marsh USA to provide insurance through June 30, 2022 with \$982,902,314 in coverage provided. The University also has statutory liability protection through the State of Missouri's Legal Expense Fund.



# SOUTHEAST MISSOURI STATE UNIVERSITY

## SYSTEM FACILITIES

### SCHEDULE OF ENROLLMENT AND FEES (UNAUDITED) June 30, 2021

	Fall Semester 2020	Spring Semester 2021	Summer Semester 2021
Enrollment - Full-Time Equivalent (FTE)			
Students on campus and off campus	7,969	7,239	2,575
Student Union Fee (per FTE student)	\$ 15.00	\$ 15.00	\$ 7.50
Parking and Transportation Fee (per FTE student)	\$ 5.00	\$ 5.00	\$ 2.50
Student Recreation Center Fee/Aquatic Center Fee			
Per credit hour	\$ 9.80	\$ 9.80	\$ 9.80
Per FTE student*	\$ 147.00	\$ 147.00	\$ 58.80

\* Average fee based on 15 credit hours of enrollment during the Fall and Spring semesters and 6 credit hours during the summer session.

#### Room And Board Rates (Annual):\*\*

#### Fall Semester 2020/Spring Semester 2021

Vandiver Hall	\$ 8,976 - \$10,120	
Towers Complex - West/North	\$ 8,976 - \$10,120	
Towers Complex - West/North doubles with Private Bath	\$9,976 - \$11,120	
Towers Complex - East/South doubles	\$7,496 - \$8,640	
Towers South singles	\$9,496 - \$10,640	*
Group Housing	\$8,076 - \$9,220	
Myers Hall	\$ 8,976 - \$10,120	
Cheney Hall	n/a	**
Dearmont Quadrangle	n/a	**
Merick Hall	\$9,144 - \$10,288	
Henderson Hall	n/a	**
LaFerla Hall	\$9,144 - \$10,288	
Dobbins River Campus Center	\$9,396 - \$10,540	

Based primarily on double-occupancy. Ranges attributable primarily to meal plan options available to students

\* Private rooms

\*\* Offline for Academic Year 20-21

# SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

## SCHEDULE OF ROOM AND BOARD COSTS - FIVE-YEAR TREND (UNAUDITED) June 30, 2021

	2017	2018	2019	2020	2021
Vandiver Hall	\$8,150 - \$9,210	\$8,370 - \$9,460	\$8,654 - \$9,766	\$8,918 - \$10,036	\$ 8,976 - \$10,120
Towers Complex - West/North	\$8,150 - \$9,210	\$8,370 - \$9,460	\$8,654 - \$9,766	\$8,918 - \$10,036	\$ 8,976 - \$10,120
Towers Complex - West/North doubles with Private Bath	n/a	n/a	n/a	n/a	\$9,976 - \$11,120
Towers Complex - East/South doubles	\$6,650 - \$7,710	\$6,850 - \$7,940	\$7,134 - \$8,246	\$7,338 - \$8,456	\$7,496 - \$8,640
Towers South singles	n/a	n/a	n/a	n/a	\$9,496 - \$10,640
Group Housing	\$7,150 - \$8,210	\$7,340 - \$8,430	\$7,624 - \$8,736	\$7,848 - \$8,966	\$8,076 - \$9,220
Myers Hall	\$8,150 - \$9,210	\$8,370 - \$9,460	\$8,654 - \$9,766	\$8,918 - \$10,036	\$ 8,976 - \$10,120
Cheney Hall	n/a	n/a	n/a	n/a	n/a <sup>(2)</sup>
Dearmont Quadrangle	\$7,650 - \$8,710	\$7,850 - \$8,940	\$8,134 - \$9,246	n/a	n/a <sup>(1)</sup>
Merick Hall	\$8,400 - \$9,460	\$8,530 - \$9,620	\$8,814 - \$9,926	\$9,086 - \$10,204	\$9,144 - \$10,288
Henderson Hall	\$8,150 - \$9,210	\$8,370 - \$9,460	n/a	n/a	n/a <sup>(3)</sup>
LaFerla Hall	\$8,400 - \$9,460	\$8,530 - \$9,620	\$8,814 - \$9,926	\$9,086 - \$10,204	\$9,144 - \$10,288
Dobbins River Campus Center	\$8,400 - \$9,460	\$8,530 - \$9,620	\$8,814 - \$9,926	\$8,814 - \$9,926	\$9,396 - \$10,540

(1) Converted to private rooms in Fall 2014, quarantine space for Academic year 2019-2020

(2) Offline for 2016 - 2021 except for overflow students in Fall 2018.

(3) Closed for Academic year 2020-2021

**SOUTHEAST MISSOURI STATE UNIVERSITY  
SYSTEM FACILITIES**

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**SCHEDULE OF STUDENT COMPOSITION - UNIVERSITY HOUSING SYSTEM  
(UNAUDITED)  
June 30, 2021**

<b>Fiscal Year</b>	<b>Freshmen</b>	<b>Sophomores</b>	<b>Juniors</b>	<b>Seniors</b>	<b>Other</b>	<b>Total</b>
2017	1,591	725	371	236	12	2,935
2018	1,602	762	357	257	16	2,994
2019	1,301	782	304	205	10	2,602
2020	1,294	605	372	214	5	2,490
2021	1,097	588	229	202	6	2,122

# SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

## SCHEDULE OF HOUSING OCCUPANCY (UNAUDITED) June 30, 2021

	(1)	(2)	(3)	(4)
Housing System Facility	Housing Capacity	Average Occupancy (#)	Simple Average Occupancy (%)	Effective Average Occupancy (%)
Vandiver Hall	293	214	73.0%	84.8%
Towers Complex	1,087	895	82.3%	83.5%
Group Housing	337	269	79.7%	84.0%
Myers Hall	193	132	68.4%	73.1%
Cheney Hall*	—	—	n/a	n/a
Dearmont Quadrangle	—	—	n/a	n/a
Merick Hall	297	248	83.5%	86.4%
Henderson Hall**	—	—	n/a	n/a
LaFerla Hall	254	181	71.1%	74.4%
Dobbins River Campus Center	178	163	91.3%	93.3%
	2,639	2,102	79.7%	83.1%

(1) The average number of available beds.

(2) The average number of occupied beds.

(3) Column (2) divided by column (1)

(4) Column (3) adjusted for private-room contracts purchased, i.e., double-occupancy rooms converted to single-occupancy.

\* Cheney was closed for repairs for Academic year 2015-2016. After repairs were completed it has remained offline.

\*\* Henderson was closed for Academic year 2020-2021

Greek Housing located on Show Me Drive is not included in the occupancy numbers because the University has contracted and receives lease payments from the Greek organizations. The University is not responsible for occupancy or collection of housing fees from students in these respective houses. There are a total of 106 available beds.

# SOUTHEAST MISSOURI STATE UNIVERSITY SYSTEM FACILITIES

## SCHEDULE OF UNIVERSITY RESIDENCE HALL CAPACITIES (UNAUDITED) June 30, 2021

Housing System Facility	Housing Capacity	Dining Facilities	Year Constructed
Vandiver Hall	293	No	2002
Towers Complex	1,087	Yes	1967
Group/Greek Housing	337	No	1963
Myers Hall	193	No	1948
Cheney Hall	n/a	No	1939 (1)
Dearmont Quadrangle	n/a	No	1958 (2)
Merick Hall	297	Yes	2009
Henderson Hall	n/a	No	Not Available (3)
LaFerla Hall	254	No	2013
Dobbins River Campus Center	178	Yes	2014
	<u>2,639</u>		

(1) Offline since 2016, except for overflow students in Fall 2018. Demolition may be considered in the future due to high maintenance costs.

(2) Converted to private rooms in Fall 2014, offline Academic Year 2020-2021, used as quarantine space in Academic Year 2019-2020.

(3) The University acquired and renovated Henderson Hall in 2007 but it has been offline since Academic Year 2018-19. Demolition may be considered in the future due to high maintenance costs.

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***SOUTHEAST MISSOURI  
STATE UNIVERSITY***

*SINGLE AUDIT REPORT*

*JUNE 30, 2021*

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CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

**Independent Auditors' Report  
On Internal Control Over Financial  
Reporting And On Compliance And Other  
Matters Based On An Audit Of Financial  
Statements Performed In Accordance  
With *Government Auditing Standards***

Board of Governors  
Southeast Missouri State University  
Cape Girardeau, Missouri

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and discretely presented component unit of Southeast Missouri State University, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Southeast Missouri State University's basic financial statements, and have issued our report thereon dated November 12, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Southeast Missouri State University's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. Accordingly, we do not express an opinion on the effectiveness of the University's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance And Other Matters**

As part of obtaining reasonable assurance about whether the University's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose Of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*FulmerBrown LLP*

November 12, 2021

**Independent Auditors' Report On  
Compliance For Each Major Federal  
Program; Report On Internal Control Over  
Compliance; And Report On The Schedule  
Of Expenditures Of Federal Awards  
Required By Uniform Guidance**

Board of Governors  
Southeast Missouri State University  
Cape Girardeau, Missouri

**Report On Compliance For Each Major Federal Program**

We have audited Southeast Missouri State University's (the University) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on its major federal programs for the year ended June 30, 2021. The University's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for the University's major federal programs based on our audit of the types of compliance referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the University's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the University's compliance.

### ***Opinion On Each Major Federal Program***

In our opinion, the University complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

### **Other Matters**

The results of our auditing procedures disclosed an instance of noncompliance which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2021-001. Our opinion on each major federal program is not modified with respect to these matters.

The University's response to the noncompliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The University's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report On Internal Control Over Compliance**

Management of the University is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the University's internal control over compliance with the types of compliance requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the University's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a deficiency in internal control over compliance, described in the accompanying schedule of findings and questioned costs as item 2021-001, that we consider to be a material weakness.

The University's response to the internal control over compliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The University's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purposes.

**Report On Schedule Of Expenditures Of Federal Awards Required By  
Uniform Guidance**

We have audited the financial statements of the business-type activities and discretely presented component unit of the University as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the University's basic financial statements. We have issued our report thereon dated November 12, 2021, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*RubinBrown LLP*

November 12, 2021

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**For The Year Ended June 30, 2021**

<b>Federal Grantor/Pass-Through Grantor</b>	<b>Program Or Cluster Title</b>	<b>Grant Number</b>	<b>Federal Assistance Listing Number</b>	<b>Federal Expenditures</b>	<b>Expenditures To Sub-Recipients</b>
<b>United States Department of Agriculture</b>					
Passed through Missouri Department of Agriculture	Specialty Crop Block Grant Program - Specialty Crop 18	AM17010XXXXG015	10.170	\$ 1,487	\$ —
Passed through Arkansas State University	Capacity Building for Non-Land Grant Colleges of Agriculture - Resilient Cropping year 1 FY18	2018-70001-27817	10.326	23,867	—
Passed through Missouri Department of Health and Senior Services	Child and Adult Care Food Program: USYC Food Program COVID-19 - USYC Food Program	ERS4611-2646 N/A	10.558	50,067 13,696	—
Passed through Natural Resources Conservation Services	Soil Water Conservation - BMP for Water Quality 19	NR186424XXXXG012	10.902	1,986	—
Direct	Environmental Quality Incentives Program - Organic Horticulture 17	69-6424-17-010	10.912	12	—
Total United States Department of Agriculture				91,115	—
<b>Federal Transit Administration</b>					
Passed through Cape Girardeau County Transit Authority	Federal Transit Cluster: COVID-19 - Shuttle Service 2020	N/A	20.507	246,187	—
<b>Department of Treasury</b>					
Passed through Cape Girardeau County	COVID-19 - Coronavirus Relief Fund	N/A	21.019	348,606	—
<b>National Aeronautics and Space Administration</b>					
Direct	Office of STEM Engagement - NASA MO Space Grant Consortium	N/A	43.008	2,801	—
<b>National Science Foundation</b>					
Direct	Research and Development Cluster: Mathematical and Physical Sciences - Powder Xray Diffractometer	1919985	47.049	173,953	—
<b>Small Business Administration</b>					
Passed through University of Missouri - Columbia	Small Business Development Centers: SBDC 2020 SBDC 2021	C00063534-1 C00063534-1	59.037 59.037	41,475 42,696	— —
Total Small Business Administration				84,171	—

See the notes to schedule of expenditures of federal awards.

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)**  
**For The Year Ended June 30, 2021**

Federal Grantor/Pass-Through Grantor	Program Or Cluster Title	Grant Number	Federal Assistance Listing Number	Federal Expenditures	Expenditures To Sub-Recipients
United States Department of Education	Student Financial Aid Cluster:				
Direct	Federal Supplemental Educational Opportunity Grant Program FY20	P007A192382	84.007	\$ 1,500	\$ —
	Federal Supplemental Educational Opportunity Grant Program FY21	P007A192382	84.007	431,693	—
	Federal Work Study Program FY21	P033A202382	84.033	178,062	—
	Federal Perkins Loan Program	N/A	84.038	4,475,847	—
	Federal Pell Grant Program FY20	P063P181752	84.063	13,906,096	—
	Federal Direct Loan Program FY20	P268K191752	84.268	180,937	—
	Federal Direct Loan Program FY21	P268K201752	84.268	32,389,148	—
	Transition to Teaching (TEACH) FY21	P379T201752	84.379	32,937	—
	Total Student Financial Aid Cluster			<u>51,596,220</u>	<u>—</u>
Direct	Trio Cluster:				
	Student Support Services 2019	P042A151250-18	84.042	100,007	—
	Student Support Services Supplement 2019	P042A151250-18	84.042	45,900	—
	Student Support Services 2021	P042A200914	84.042	203,717	—
	Student Support Services Supplement 2021	P042A200914	84.042	9,000	—
	McNair Post-Baccalaureate Achievement 2019	P217A170269-18	84.217	230,021	—
	McNair Post-Baccalaureate Achievement 2021	P217A170269-20	84.217	14,550	—
	Total Trio Cluster			<u>603,195</u>	<u>—</u>
Direct	Child Care Access Means Parents In Schools - CCAMPIS Redhawk FLT 20	N/A	84.335A	114,002	—
Direct	Education Stabilization Fund:				
Direct	COVID-19 - Higher Education Emergency Relief Fund - Student	N/A	84.425E	1,388,805	—
Direct	COVID-19 - Higher Education Emergency Relief Fund - Student	N/A	84.425E	3,415,107	—
Direct	COVID-19 - Higher Education Emergency Relief Fund - Institution	N/A	84.425F	2,340,004	—
Direct	COVID-19 - Higher Education Emergency Relief Fund - Strengthening Institution	N/A	84.425M	339,807	—
				<u>7,483,723</u>	<u>—</u>
Total United States Department of Education				<u>59,797,140</u>	<u>—</u>

**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (*Continued*)**  
**For The Year Ended June 30, 2021**

Federal Grantor/Pass-Through Grantor	Program Or Cluster Title	Grant Number	Federal Assistance Listing Number	Federal Expenditures	Expenditures To Sub-Recipients
United States Department of Health and Human Services					
Passed through Missouri Department of Health and Senior Services	Addressing Asthma 2020	AOC18380069-2	93.070	\$ 2,487	\$ —
	Addressing Asthma 2021	DH100020001	93.070	904	—
				<u>3,391</u>	<u>—</u>
Passed through Missouri Department of Health and Senior Services	Environmental Public Health and Emergency Response - Community Health Worker Year 5	AOC19380216	93.426	<u>8,396</u>	<u>—</u>
Passed through Missouri Department of Health and Senior Services	COVID-19 - Provider Relief Funds	N/A	93.498	<u>12,076</u>	<u>—</u>
Passed through Missouri Department of Mental Health	Block Grants for Prevention and Treatment of Substance Abuse:				
	Southeast Regional Support Center Tobacco 19	N/A	93.959	2,395	—
	Southeast Regional Support Center Tobacco 20	N/A	93.959	1,583	—
	Southeast Regional Support Center Tobacco 21	N/A	93.959	7,030	—
	Regional Support Center 2019	SDA420P1209	93.959	41,582	—
	Partnership for Success 2020	N/A	93.959	77,936	—
	PRC C2000 20	N/A	93.959	12,744	—
	PRC C2000 21	N/A	93.959	183,586	—
	Coalition Support FY21	N/A	93.959	4,975	—
	Coalition Mini Grants FY21	N/A	93.959	5,000	—
	MHFA Training 19	N/A	93.959	4,313	—
	MHFA Training 20	N/A	93.959	1,669	—
	MHFA Training 21	N/A	93.959	6,176	—
				<u>348,989</u>	<u>—</u>
Passed through Mississippi County Health Department	Rural Health Care Services Outreach - Resource Mapping 20	N/A	93.912	<u>7,670</u>	<u>—</u>
Total United States Department of Health and Human Services				<u>380,522</u>	<u>—</u>
Total Expenditures of Federal Awards				<u>\$ 61,124,495</u>	<u>\$ —</u>



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# SOUTHEAST MISSOURI STATE UNIVERSITY

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## NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

June 30, 2021

### 1. Basis Of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) presents the activity of all federal awards programs of Southeast Missouri State University (the University) for the year ended June 30, 2021. The information in this Schedule is presented in accordance with Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in the Schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

### 2. Basis Of Accounting And Relationship To The Financial Statements

Federal financial assistance revenues from the Federal Work Study, the Federal Pell Grant Program and the Federal Supplemental Educational Opportunity Grant programs are reported in the University's financial statements as federal grant revenues. The activity of the Federal Direct Loan Program is not included in the University's financial statements, as the benefits of this program are awarded directly to students and not to the University.

Amounts reported in the accompanying Schedule are presented using the accrual basis of accounting, which is described in Note 2 to the University's financial statements. Related federal financial reports are prepared on the cash basis of accounting.

### 3. Loan Programs

The following schedule represents loans advanced by the University for Federal Direct Loans and loans advanced plus loans outstanding as of the beginning of the year for Federal Perkins Loans, for the year ended June 30, 2021:

	AL #	Amount Reported On SEFA
Student Financial Aid:		
Department of Education:		
Federal Direct Loans	84.268	\$ 32,570,085
Federal Perkins Loans	84.038	4,475,847

The above amounts are included as federal expenditures in the Schedule.

**4. Indirect Costs**

The Department of Health and Human Services has approved a maximum provisional indirect cost rate of 49%. The University recovers indirect costs at the maximum rate of 49% of salaries and wages including fringe benefits under federal programs that allow full indirect cost reimbursement, and recovers indirect costs at varying rates below 49% on other federal programs that do not follow full indirect cost recovery. Total indirect costs recovered under all federal programs were \$191,715 for the year ended June 30, 2021.

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# SOUTHEAST MISSOURI STATE UNIVERSITY

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## SCHEDULE OF FINDINGS AND QUESTIONED COSTS For The Year Ended June 30, 2021

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### Section I - Summary Of Auditors' Results

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#### **Financial Statements**

Type of report the auditor issued on whether the financial statements audited were presented in accordance with generally accepted accounting principles:

Unmodified Opinion

Internal control over financial reporting:

- |   |       |     |          |               |
|---|-------|-----|----------|---------------|
| • Material weakness(es) identified?                   | _____ | yes | <u>X</u> | no            |
| • Significant deficiency(s) identified?               | _____ | yes | <u>X</u> | none reported |
| Noncompliance material to financial statements noted? | _____ | yes | <u>X</u> | no            |

#### **Federal Awards**

Internal control over major programs:

- |   |          |     |          |               |
|---|----------|-----|----------|---------------|
| • Material weakness(es) identified?     | <u>X</u> | yes | _____    | no            |
| • Significant deficiency(s) identified? | _____    | yes | <u>X</u> | none reported |

Type of auditors' report issued on compliance for major programs:

Unmodified Opinion

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?

X yes \_\_\_\_\_ no

#### **Identification Of Major Programs:**

Student Financial Aid Cluster:

AL #84.007 - U.S. Department of Education - Federal Supplemental Educational Opportunity Grant Program

AL #84.033 - U.S. Department of Education - Federal Work Study Program

AL #84.063 - U.S. Department of Education - Federal Pell Grant Program

AL #84.268 - U.S. Department of Education - Federal Direct Loan Program

AL #84.038 - U.S. Department of Education - Federal Perkins Loan Program

AL #84.379 - U.S. Department of Education - Teacher Assistance for College and Higher Education Grants

AL #21.019 - U.S. Department of Treasury - Coronavirus Relief Fund

AL #84.425 - U.S. Department of Education - Higher Education Emergency Relief Fund

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee?

X yes \_\_\_\_\_ no

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**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (*Continued*)**  
**For The Year Ended June 30, 2021**

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**Section II - Financial Statement Finding**

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None Noted

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**Section III - Federal Award Findings And Questioned Costs**

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**Finding 2021-001 Material Weakness: Reporting - Control and Compliance Finding**

**AL 83.425F - Education Stabilization Fund – HEERF Institutional Portion and 84.425M - HEERF Strengthening Institutions Program**

***Federal Agency:*** U.S. Department of Education

***Pass-Through Entity:*** None

***Criteria Or Specific Requirement:*** The compliance provisions of the HEERF program under the Coronavirus Aid, Relief and Economic Security (CARES) Act 18004(e) and the Coronavirus Response and Relief Supplemental Appropriations (CRRSAA) Act 314(e) require a report to be filed quarterly and posted publicly on the University's website no later than 10 days after the end of each calendar quarter. Additionally, Uniform Guidance requires that controls over compliance be properly designed, in place and operating effectively to ensure compliance with the reporting requirements of the federal program including timely and accurate reporting.

***Condition:*** The quarterly report for the period October 1, 2020 - December 31, 2020 was not completed and posted to the University's website. In addition, the quarterly report for the period April 1, 2021 - June 30, 2021, while completed and posted to the University's website in a timely fashion, contained inaccurate information.

***Cause:*** Controls over compliance put in place by management were not functioning as designed.

***Effect:*** The possibility exists that noncompliance with federal reporting requirements could go undetected without proper controls over compliance.

***Questioned Costs:*** Not Applicable.

## SOUTHEAST MISSOURI STATE UNIVERSITY

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### SCHEDULE OF FINDINGS AND QUESTIONED COSTS (*Continued*) For The Year Ended June 30, 2021

**Context:** Internal controls as designed by the University to ensure accurate and timely reporting were not in place during the current year. During the year, there were only 2 out of 4 quarters in which funding was spent. For the 2 quarters in which funding was spent, a quarterly report was required to be submitted to report spending under the grant contract. The quarterly report for the period October 1, 2020 - December 31, 2020 was not completed and posted to the University's website. The quarterly reported for the period April 1, 2021 - June 30, 2021, while completed and posted to the University's website in a timely fashion, contained inaccurate information.

**Identification As A Repeat Finding:** This is not a repeat finding.

**Recommendation:** We recommend that management review the internal controls over reporting to ensure the information is accurately and submitted in a timely manner and in accordance with the compliance requirements of the program

**Views Of Responsible Officials:** Management concurs with the finding and has established clear lines of accountability within an enhanced internal control over required reporting for HEERF Institutional and SIP funds.



## CORRECTIVE ACTION PLAN

### **Finding 2021-001**

***Personnel Responsible For Corrective Action:*** (Interim) Controller – Angela Birk;  
Assistant Vice President for Financial Services (AVP) – Sue Wilde

***Anticipated Completion Date:*** November 15, 2021

***Correction Action Plan:*** All required reporting for HEERF Institutional and SIP funds will be assigned to the Interim Controller until such time as a permanent Controller is named. Although the (Interim) Controller may delegate preparation of the reports, s/he will perform a detailed review of the reports and underlying data against the compliance requirements governing the reports. The completed, approved reports will be transmitted to the AVP no later than five (5) calendar days following the end of the quarterly reporting period. The AVP will perform a final review before providing the reports to University Marketing for purposes of posting them on the University's website. University Marketing will post the reports no later than ten (10) calendar days following the end of the quarterly reporting period and advise the AVP when the reports are posted and publicly available.

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**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**For The Year Ended June 30, 2021**

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**Finding No.**            **2020-001 Significant Deficiency**

**Program/Type:**    **Financial Statement Finding**

**Condition:**            During the audit, we noted the University implemented a health care self-insurance plan, which became effective on January 1, 2020. At June 30, 2020, the University should record a claims liability for claims reported but not paid by the University. In addition, the University should also record a liability for the estimate of claims incurred but not reported at June 30, 2020.

**Status:**                Corrective action was taken.



**SOUTHEAST MISSOURI  
STATE UNIVERSITY · 1873**

## **BOARD OF GOVERNORS**

### **REPORT ITEM**

**December 17, 2021**

### **Open Session**

#### **INTERCOLLEGIATE ATHLETICS DEPARTMENT PROCEDURES FOR YEAR ENDING JUNE 30, 2021**

The attached 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 3.2.4.15.

The Statement of Revenues and Expenses for Intercollegiate Athletics has been prepared using the reporting definitions required by the NCAA 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.

**Constitution 3.2.4.15** *Division I Requirement.* The report shall be subject to approved annual agreed-on verification procedures (in addition to any regular financial reporting policies and procedures of the institution) and conducted by a qualified independent accountant who is not a staff member of the institution and who is selected by the institution's president or by an institutional administrator from outside the athletics department designated by the president. The independent accountant shall verify the accuracy and completeness of the data prior to submission to the institution's president and the NCAA. The institution's president shall certify the financial report prior to submission to the NCAA.



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**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**INTERCOLLEGIATE ATHLETICS**  
**DEPARTMENT**  
*INDEPENDENT ACCOUNTANTS' REPORT*  
*ON APPLICATION OF*  
*AGREED-UPON PROCEDURES*  
*JUNE 30, 2021*

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CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

## **Independent Accountants' Report On Applying Of Agreed-Upon Procedures**

Management and the Board of Governors  
Southeast Missouri State University  
Cape Girardeau, Missouri

We have performed the procedures enumerated below, solely to assist Southeast Missouri State University (the University) in evaluating whether the accompanying University Intercollegiate Athletics Department Statement of Revenues and Expenses (the Statement) of the University is in compliance with the National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.15 for the year ended June 30, 2021. The University's management is responsible for the aforementioned financial statement elements, accounts and items and the internal control over financial reporting and compliance.

The University has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assisting the University in evaluating whether the Statement is in compliance with the National Collegiate Athletic Association (NCAA) Bylaw 3.2.4.15 for the year ended June 30, 2021. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this reports and, as such, users are responsible for determining whether the procedures are appropriate for their purposes.

The procedures and the associated findings are as follows:

### ***Procedures Related To Revenues***

#### ***1. Agreement To General Ledger***

- a. We obtained the University's Intercollegiate Athletics Department Statement of Revenues and Expenses from management. We checked the mathematical accuracy of the amounts on the statement, compared amounts on the statement to management's worksheets and compared and agreed each category of revenues per the Statement of Revenues and Expenses to the University's general ledger.

#### ***Conclusion:***

No exceptions were found as a result of applying these procedures.

- b. We inquired of University management and obtained a representation that there are no outside booster organizations that contribute directly to the University.

*Conclusion:*

Management explained that there are no outside booster organizations that contribute directly to the University.

## **2. *Internal Control Policies And Procedures***

- a. We obtained from the University's management a description of aspects of the University's internal control structure unique to the Intercollegiate Athletics Department, such as ticket sales and receipts and athletic department expenses. We were engaged to report whether there were any significant changes in the policies that occurred during the year.

*Conclusion:*

Per discussion with management, there have been no significant changes from the prior year.

- b. We compared and agreed a sample of five revenue receipts obtained from the revenue supporting schedules to supporting documentation (copy of check, account deposit form for athletics, or miscellaneous receipt documentation).

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We compared and agreed a sample of five expenses obtained from the expense supporting schedules to supporting documentation (purchase order, vendor invoice and copy of check).

*Conclusion:*

No exceptions were found as a result of applying these procedures.

## **3. *Ticket Sales***

The Ticket Sales category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

#### **4. *Student Athletic Fees***

- a. We compared student athletic fees revenue to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- b. We compared total student athletic fees revenue to the budgeted amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- c. We obtained and inspected the supporting transaction detail of student athletic fees revenue. We recalculated the total student athletic fees revenue recorded in the detail listing and agreed it to the amounts recorded in the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We obtained and documented an understanding of the University's policies for allocating student athletic fees to the intercollegiate athletic program.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- e. We compared and agreed student athletic fees reported by the University to enrollments during the current period. We recalculated student athletic fees revenue and obtained and documented management's explanation of any variation exceeding 10% of amounts recorded in the general ledger.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

**5. *Direct State And Other Government Support***

The Direct State And Other Government Support category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**6. *Direct Institutional Support***

- a. We compared total direct institutional support revenue to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- b. We compared total direct institutional support revenue to the budgeted amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- c. We obtained and inspected supporting transaction detail of direct institutional support revenue. We recalculated the total direct institutional support revenue recorded in the detail listing and compared and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We obtained supporting documentation, including University authorizations and supporting transaction detail. We recalculated the supporting documentation and compared and agreed amounts to the general ledger.

*Conclusion:*

For purposes of allocating direct institutional support to each sport, the University uses the budgeted expenses for each sport and then allocates the men's scholarships and women's scholarships budgeted expenses over each sport based on the actual sport-specific scholarships paid during the year to arrive at the budgeted expenses amount per the direct institutional support schedule. The total revenues are then allocated based on the percentage of total expenses for each sport and for non-program specific expenses.

The allocated budgeted revenues are subtracted from the total expenses budgeted to arrive at the required direct institutional support for each sport/non-program specific and in total. Any non-budgeted transfers in/out are recorded during the year for each specific sport and additional non-budgeted amounts paid by the university (baseball field rental and Athletic Graduate Assistant Fee Waivers) are recorded to direct institutional support during the year.

Based on understanding noted above, there is no population of individual transactions from which to choose. Therefore, RubinBrown did not select a sample.

#### **7. *Transfers Back To Institution***

The Transfers Back to Institution category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

#### **8. *Indirect Institutional Support***

The Indirect Institutional Support category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

#### **9. *Guarantees***

The Guarantees category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

#### **10. *Contributions***

- a. We compared total contributions revenue to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

##### *Conclusion:*

Total contributions decreased approximately \$82,000 and 13% from the prior year. Management explained that due to the cancellation of the Football season due to the COVID-19 pandemic resulted in fewer contributions to the University.

- b. We compared total contributions revenue to the budgeted amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total contributions were over budget approximately \$197,000 and 54%. Management explained that the budget does not include scholarships paid directly from the foundation or contributions held at the foundation.

- c. We obtained and inspected supporting transaction detail of contributions revenue. We recalculated the total contributions revenue recorded in the detail listing and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We obtained supporting documentation, including the check copy or *Transfer of Funds Form*, for one transfer from the Southeast Missouri University Foundation consisting of multiple contributions that constituted 10% or more of the combined total of contributions received. We recalculated the supporting documentation and compared and agreed the amounts to the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

## ***11. In-Kind***

The In-Kind category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

## ***12. Compensation And Benefits Provided By A Third Party***

The Compensation and Benefits Provided By A Third Party category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

## ***13. Media Rights***

The University had no Media Rights revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

#### **14. NCAA Distributions**

- a. We compared total NCAA distributions revenue to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total NCAA distributions increased approximately \$66,000 and 11% from the prior year. Management explained that in the prior year distributions declined due to the cancellation of games and tournaments due to the COVID-19 pandemic. In the current year, tournaments were played and the NCAA distributions increased to previous year's amounts.

- b. We compared total NCAA distributions revenue to the budgeted amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total NCAA distributions were over budget approximately \$155,000 and 29%. Management explained that the budget was based on the prior year actual amount, which had declined due to the cancellation of games and tournaments due to the COVID-19 pandemic.

- c. We obtained and inspected supporting transaction detail of NCAA distributions revenue. We recalculated the total NCAA distributions revenue recorded in the detail listing and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We obtained supporting documentation for five NCAA distribution revenue transactions. We recalculated the supporting documentation and compared and agreed amounts to the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

#### **15. Conference Distributions**

The Conference Distributions category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.



***16. Program Sales, Concessions, Novelty Sales And Parking***

The Program Sales, Concessions, Novelty Sales and Parking category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

***17. Royalties, Licensing, Advertisements And Sponsorships***

The Royalties, Licensing, Advertisements And Sponsorships category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

***18. Sports Camps Revenue***

The Sports Camps Revenue category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

***19. Athletics Restricted Endowment And Investment Income***

The Athletics Restricted Endowment And Investment Income category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

***20. Other Operating Revenues***

The Other Operating Revenues category was less than 4% of total revenue, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

***21. Bowl Revenues***

The University had no Bowl Revenues, therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

## ***Procedures Related To Expenses***

### ***1. Agreement To General Ledger***

We obtained the University's Intercollegiate Athletics Department Statement of Revenues and Expenses from management. We compared and agreed each category of expenses per the Statement of Revenues and Expenses to the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

### ***2. Athletic Student Aid***

- a. We compared total athletic student aid expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- b. We obtained and inspected supporting transaction detail of athletic student aid expenses. We recalculated the total athletic student aid expenses recorded in the detail listing and agreed to amounts recorded on the general ledger.

*Conclusion:*

Recalculated totals per the supporting detail agreed within a 1% range of variance to the Statement.

- c. We obtained and inspected a listing of athletic student aid recipients. We obtained and inspected supporting documentation, including the award letter and student record, for twenty-eight student athletes, accounting for 10% of the population of student athletes receiving aid. We recalculated the supporting documentation and compared and agreed the amounts to the general ledger.

*Conclusion:*

Recalculated totals per the supporting detail agreed within a 1% range of variance to the Statement.

- d. We performed a check and ensured that each student selected for testing was also properly reported in the NCAA's Compliance Assistant Software and examined in accordance with the criteria set forth in the NCAA 2020 Agreed-Upon Procedures Guidelines - Step 32.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- e. We performed a check of each student selected to ensure their information was reported accurately in either the NCAA's Compliance Assistant software or entered directly into the NCAA Membership Financial Reporting System.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- f. We recalculated totals for each sport and overall.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

### **3. *Guarantees***

The Guarantees category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

### **4. *Coaching Salaries, Benefits And Bonuses Paid By The University And Related Entities***

- a. We compared coaching salaries, benefits and bonuses expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- b. We obtained and inspected supporting transaction detail of coaching salaries, benefits and bonuses expenses. We selected a sample of support transaction detail reports (football, men's basketball, women's basketball, gymnastics and women's cross country) and recalculated the total coaching salaries, benefits and bonuses expenses recorded in the detail listing and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We compared and agreed a sample of five coaching salaries, benefits and bonuses expenses selected from the supporting transaction detail to supporting documentation (including the employment contract and/or personnel action form, Additional Payments form and W-2).

*Conclusion:*

No exceptions were noted as a result of applying these procedures.

**5. *Coaching Salaries, Benefits, And Bonuses Paid By A Third Party***

The Coaching Salaries, Benefits, And Bonuses Paid By A Third Party category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**6. *Support Staff And Administrative Salaries, Benefits And Bonuses Paid By The University And Related Entities***

- a. We compared support staff and administrative salaries, benefits and bonuses expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

No variations exceeding 10% were found as a result of applying these procedures.

- b. We obtained and inspected supporting transaction detail of support staff and administrative salaries, benefits and bonuses expenses. We selected a sample of support transaction detail reports and recalculated the total support staff expenses recorded in the detail listing and compared and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We compared and agreed a sample of five support staff and administrative salaries, benefits and bonuses expenses selected from the supporting transaction detail to supporting documentation (including the employment contract and/or personnel action form, Additional Payments form and W-2).

*Conclusion:*

No exceptions were found as a result of applying these procedures.

**7. *Support/Administrative Salaries, Benefits, And Bonuses Paid By A Third Party***

The University had no Support/Administrative Salaries, Benefits, And Bonuses Paid By A Third Party, therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

**8. *Severance Payments***

The University had no Severance Payments, therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

**9. *Recruiting***

The Recruiting category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**10. *Team Travel***

- a. We compared team travel expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total team travel decreased approximately \$284,000 and 31% from the prior year. Management explained that games in the fall of 2020 were cancelled due to the COVID-19 pandemic and a reduced schedule was played in spring 2021.

- b. We compared and agreed the University's team travel expense policies to the NCAA-related policies.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We obtained and inspected supporting transaction detail of team travel expenses. We recalculated the total team travel expenses recorded in the detail listing and compared and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We compared and agreed a sample of five team travel expenses selected from the supporting transaction detail to supporting documentation (including the vendor invoice/expense report/travel cash advance form and cash disbursement documentation such as cancelled check).

*Conclusion:*

No exceptions were found as a result of applying these procedures.

## ***11. Equipment, Uniforms And Supplies***

- a. We compared equipment, uniforms, and supplies expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total equipment, uniforms and supplies expenses increased approximately \$91,000 and 19% from the prior year. Management explained the increase was due to the uniforms costs for men's and women's basketball of which there was a decrease in the spending allotment provided by the team sponsor compared to previous years.

- b. We obtained and inspected supporting transaction detail of equipment, uniforms and supplies expenses. We recalculated the total equipment, uniforms and supplies expenses recorded in the detail listing and compared and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We compared and agreed a sample of five equipment, uniforms and supplies expenses selected from the supporting transaction detail to supporting documentation (including the vendor invoice and cash disbursement documentation such as cancelled check).

*Conclusion:*

No exceptions were found as a result of applying these procedures.

**12. *Game Expenses***

The Game Expenses category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**13. *Fundraising, Marketing And Promotion***

The Fundraising, Marketing and Promotion category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**14. *Sports Camps Expenses***

The Sports Camps Expenses category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**15. *Spirit Groups***

The Spirit Groups category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**16. *Athletic Facility Debt Service, Leases And Rental Fees***

The Athletic Facility Debt Service, Leases and Rental Fees category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**17. *Direct Overhead And Administrative Expenses***

The Direct Overhead And Administrative Expenses category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**18. *Indirect Institutional Support***

The Indirect Institutional Support category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**19. *Medical Expense And Medical Insurance***

- a. We compared medical expenses to the prior period amount. We obtained and documented management's explanation for any variation exceeding 10%.

*Conclusion:*

Total medical expenses increased approximately \$383,000 and 78% from the prior year. Management explained the increase was due to the COVID-19 testing required for all athletes as well as the cost of treating athletes who contracted COVID-19.

- b. We obtained and inspected supporting transaction detail of medical expenses. We recalculated the total medical expenses recorded in the detail listing and compared and agreed to amounts recorded on the general ledger.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- c. We compared and agreed a sample of five medical expenses selected from the supporting transaction detail to supporting documentation (including the vendor invoice and cash disbursement documentation such as cancelled check).

*Conclusion:*

No exceptions were found as a result of applying these procedures.



**20. *Membership And Dues***

The Membership and Dues category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**21. *Other Operating Expenses***

The Other Operating Expenses category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**22. *Student-Athlete Meals (Non-Travel)***

The Student-Athlete Meals (non-travel) category was less than 4% of total expenses, therefore procedures were not required to be performed per the NCAA Agreed-Upon procedures guidelines.

**23. *Bowl Expenses***

The University had no Bowl Expenses, therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

**24. *Other Procedures***

- a. We compared total budget to total expenditure by account index number. We obtained and documented management's explanation of any variation exceeding 10%.

*Conclusion:*

We noted the following variations in excess of 10% as a result of applying these procedures:

Athletic Administration expense was less than budget by approximately \$35,000 and 10%. Management explained that this was primarily due the vacancy at Associate Athletics Director Administrator until February 2021 resulting in a reduction in labor expense for the year.

Athletics Business Office expense was less than budget by approximately \$26,000 and 56%. Management explained that this was due the vacancy of the Director of Business Operations position beginning in September 2020. The position has not been filled.

Training expenses were less than budgeted by approximately \$90,000 and 30%. Management explain that this was due to an increase in the budget to cover the cost of the Southeast Health contract. The health contract was then paid out of the athletic insurance fund.

Post-Season Awards expense was greater than budget by approximately \$37,000 and 144%. Management explained that this was due to bonuses paid to coaches for performance incentives resulting from the OVC Championship and NCAA Tournament appearances.

Game Management expenses were less than budget by approximately \$84,000 and 73%. Management explained that this was due to fall sports being cancelled and a shortened season being played in the Spring due to COVID-19.

Officials expenses were less than budget by approximately \$28,000 and 13%. Management explained that this was due to fall sports being cancelled and a shortened season being played in the spring due to COVID-19.

NCAA Compliance expenses were less than budgeted by approximately \$65,000 and 58%. Management explained that the Associate Athletic Director of Compliance left the University and was not replaced. An Assistance Athletic Director of Compliance was hired in May 2021.

Bridge expenses was less than budget by approximately \$20,000 and 59%. Management explained that Bridge is a restricted program where the balance is carried over from year to year so that the beginning budget had accumulated dollars. During the fall, all of the programming was cancelled due to COVID-19 resulting in fewer dollars spent.

Athletic Ticket Office expenses were less than budget by approximately \$26,000 and 26%. Management explained that this was due to the cancellation of fall sports due to COVID-19.

Athletic insurance expenses were greater than budget by approximately \$292,000 and 57%. Management explained that athletic insurance was moved to its own fund during the year. There was approximately \$218,000 in additional COVID-19 expenses for testing and follow-ups for athletes who tested positive for COVID-19. In addition, the Southeast Health contract was paid out of Athletic Insurance instead of the Training Room fund.

Men's Basketball Post-Season expenses were greater than budget by approximately \$18,000. Management explained that no amounts are budgeted for post-season expenses as it is difficult to predict post-season play from season to season.

Football Post-Season expenses were greater than budget by approximately \$35,000. Management explained no amounts are budgeted for post-season expenses as it is difficult to predict post-season play from season to season.

Baseball Post-Season expenses were greater than budget by approximately \$46,000. Management explained no amounts are budgeted for post-season expenses as it is difficult to predict post-season play from season to season.

Track Men's and Women's Post-Season expenses were greater than budget by approximately \$22,000. Management explained that no amounts are budgeted for post-season expenses as it is difficult to predict post-season play from season to season.

Miscellaneous Athletic Scholarship expenses were greater than budget by \$247,000. Management explained that this was due to Merit scholarships for athletes that were not budgeted.

Concessions, Athletic Communications, Athletic Development, Sundancers, Cheerleaders and SAAC Initiatives had fluctuations over 10%, however, the amount of the fluctuation was less than \$5,000 and thus deemed by management to be insignificant.

There were approximately \$716,000 of actual expenses (such as complimentary basketball and football tickets, workers compensation, and vacation accrual expenses) for which no amount was budgeted. Management explained that these expenses are paid for by other areas of the University or the Foundation or are in-kind expenses.

- b. We did not compare line item expenses in the Statement of Revenues and Expenses to the budgeted amounts. University management has explained that the University's budgeting process does not specifically identify expenses on the same level of detail as presented in the Statement of Revenues and Expenses as they budget in a different manner.
- c. We compared and agreed the sports sponsored reported in the NCAA Membership Financial Reporting System to the squad lists of the University.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- d. We obtained the University's Sports Sponsorship and Demographics Form Report for the reporting year. We validated that the countable sports reported by the institution meet the minimum requirements for the number of contests and the number of participants in each contest set forth in Bylaw 20.9.6.3 that is counted towards meeting the minimum-contest requirement. We confirmed that these countable sports have been properly reported as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- e. We agreed the total number of Division I student-athletes who, during the academic year, received a Pell Grant Award and the total value of the Pell Grants reported in the NCAA Membership Financial Reporting System to a report generated out of the institution's financial aid records, of all student athlete Pell Grants.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

### ***Procedures Related To Other Reporting Items***

#### ***1. Excess Transfers To Institution And Conference Realignment Expenses***

The University had no expenses for excess transfers to institution and conference realignment expenses therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

**2. *Total Athletics Related Debt***

The University has no athletics related debt therefore procedures were not required to be performed in accordance with the NCAA Agreed-Upon procedures guidelines.

**3. *Total Institutional Debt***

- a. We agreed the total outstanding institutional debt to supporting documentation and the institution's audited financial statements.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

**4. *Value Of Athletics Dedicated Endowments***

- a. We obtained a schedule of all athletics dedicated endowments maintained by athletics, the institution, and affiliated organizations. We agreed the fair market value in the schedule to the audited financial statements.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

**5. *Value Of Institutional Endowments***

- a. We agreed the total fair market value of institutional endowments to the audited financial statements.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

**6. *Total Athletics Related Capital Expenditures***

- a. We obtained a schedule of athletics related capital expenditures made by athletics, the institution, and affiliated organizations during the reporting period.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

- b. We obtained general ledger detail and compared to the total expenses reported. We agreed two transactions to supporting documentation to validate existence of the transaction and accuracy of recording and we recalculated totals.

*Conclusion:*

No exceptions were found as a result of applying these procedures.

We were engaged by the University to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the accompanying University Intercollegiate Athletics Department Statement of Revenues and Expenses of the University for the year ended June 30, 2021, or the specified elements, accounts and items or internal control over financial reporting and compliance described above. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the University and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of management and the Board of Governors of Southeast Missouri State University and is not intended to be, and should not be, used by anyone other than the specified parties.

*RubinBrown LLP*

November 12, 2021

**SOUTHEAST MISSOURI STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**

Page 1 Of 2

For The Year Ended June 30, 2021

	Football	Men's Basketball	Women's Basketball	Other Sports	Nonprogram Specific	Total
<b>Revenues</b>						
Ticket sales	\$ 108,046	\$ 88,440	\$ 27,306	\$ 34,684	\$ —	\$ 258,476
Direct state or other government support	—	—	—	—	27,134	27,134
Student fees	—	—	—	—	1,129,160	1,129,160
Direct institutional support	237,987	112,769	34,611	16,346	8,338,658	8,740,371
Less - transfers back to institution	—	—	—	—	(293,933)	(293,933)
Indirect institutional support	4,876	1,533	1,533	24,049	321,395	353,386
Guarantees	—	15,000	1,875	43,250	—	60,125
Contributions	39,618	—	3,188	28,195	489,804	560,805
In-kind	6,574	—	—	1,085	28,933	36,592
Compensation and benefits provided by a third party	9,250	10,950	7,250	7,450	—	34,900
NCAA distributions	—	—	—	—	699,066	699,066
Conference distributions	—	—	—	23,625	305,094	328,719
Program sales, concessions, novelty sales and parking	—	—	100	969	455	1,524
Royalties, licensing, advertisements and sponsorships	—	—	—	1,000	204,327	205,327
Sports camps	3,385	6,181	2,005	14,531	152	26,254
Athletics restricted endowment and investment income	—	—	—	—	—	—
Other operating revenues	—	—	—	1,460	231,275	232,735
<b>Total Revenues</b>	<b>409,736</b>	<b>234,873</b>	<b>77,868</b>	<b>196,644</b>	<b>11,481,520</b>	<b>12,400,641</b>

**SOUTHEAST MISSOURI STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**

Page 2 Of 2

For The Year Ended June 30, 2021

	Football	Men's Basketball	Women's Basketball	Other Sports	Nonprogram Specific	Total
<b>Expenses</b>						
Athletic student aid	\$ 1,305,934	\$ 259,859	\$ 308,722	\$ 1,742,043	\$ 276,866	\$ 3,893,424
Guarantees	—	—	—	5,810	—	5,810
Coaching salaries, benefits and bonuses paid by the University and related entities	1,099,437	552,995	386,090	1,178,325	84,978	3,301,825
Coaching salaries, benefits and bonuses paid by a third party	9,250	10,950	7,250	7,450	27,134	62,034
Support staff and administrative salaries, benefits and bonuses paid by the University and related entities	133,898	53,198	69,306	60,914	1,404,898	1,722,214
Recruiting	3,113	514	1,474	8,210	—	13,311
Team travel	79,795	79,861	54,007	408,846	128	622,637
Equipment, uniforms and supplies	113,525	67,894	64,882	187,317	135,519	569,137
Game expenses	13,358	27,230	1,007	60,344	103,212	205,151
Fundraising, marketing and promotion	9,089	3,999	3,323	7,254	91,292	114,957
Sports camps	1,665	1,483	508	2,032	—	5,688
Spirit groups	—	—	—	—	1,523	1,523
Athletic facilities debt service, leases and rental fees	—	—	—	29,591	—	29,591
Direct overhead and administrative expenses	26,167	3,260	5,357	13,314	33,177	81,275
Indirect institutional support	4,876	1,533	1,533	24,049	321,395	353,386
Medical expenses and medical insurance	242	112	4,708	1,021	866,762	872,845
Membership and dues	430	7,620	8,371	4,266	46,154	66,841
Other operating expenses	59,015	13,998	13,492	30,359	15,312	132,176
Student athlete meals	56,383	1,684	10,224	45,479	154,881	268,651
<b>Total Expenses</b>	<b>2,916,177</b>	<b>1,086,190</b>	<b>940,254</b>	<b>3,816,624</b>	<b>3,563,231</b>	<b>12,322,476</b>
<b>Excess (Deficiency) Of Revenues Over Expenses</b>	<b>\$ (2,506,441)</b>	<b>\$ (851,317)</b>	<b>\$ (862,386)</b>	<b>\$ (3,619,980)</b>	<b>\$ 7,918,289</b>	<b>\$ 78,165</b>



**SOUTHEAST MISSOURI STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS DEPARTMENT**

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**NOTES TO STATEMENT OF REVENUES AND EXPENSES  
For The Year Ended June 30, 2021**

**1. Notes To Statement Of Revenues And Expenses (Unaudited)**

**Basis Of Presentation**

The Statement of Revenues and Expenses of the Intercollegiate Athletics Department of Southeast Missouri State University (the University) is prepared in conformity with accounting principles generally accepted in the United States of America.

**Contributions**

There were no individual contributions of monies, goods or services from an affiliated or outside organization, agency, or individuals that constituted 10% or more of all contributions received for intercollegiate athletics during the year ended June 30, 2021.

**Indirect Institutional Support**

General ground support, custodial support and maintenance for Houck, Rosengarten, and the University's track is allocated to individual sports and as nonprogram specific indirect institutional support within the Statement of Revenues and Expenses.

**Debt**

As of June 30, 2021, the University did not have any outstanding debt related to the University's Intercollegiate Athletics. Total University debt outstanding at June 30, 2021 was \$163,214,068.

**Endowment Funds**

As of June 30, 2021, the University's value of institutional endowment funds totaled approximately \$113,812,229 of which \$2,005,711 consisted of endowment funds dedicated for Athletics.

**Capital Expenditures**

The University expended approximately \$271,000 in capital improvements, which were capitalized by the University, related to Athletics Facilities during the year ended June 30, 2021.



## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

#### Open Session

#### I. Motion to be Considered:

Consideration of approval to amend the Amended and Restated Bylaws of the Missouri Innovation Corporation as described below and as required.

Amend the first sentence of the second paragraph in Article II, Section 2 of the Amended and Restated Bylaws of the Missouri Innovation Corporation to read:

*Each Director (other than as stated herein) shall hold office for a term of three (3) years, except in the case of unforeseeable, unanticipated, or uncontrollable (force majeure) events occurring during that term. In such case the Director may serve an additional one-year term to ensure organizational stability and continuity during unprecedented times.*

Amend the last sentence in Article II, Section 3 of the Amended and Restated Bylaws of the Missouri Innovation Corporation to read:

*Any Director whose term is about to expire may be elected to another term; provided, however, that any Director who has served as a Director for two full consecutive three-year terms may not be re-elected as a Director until the expiration of one year after the end of the second of such consecutive terms, except in the case of unforeseeable, unanticipated, or uncontrollable (force majeure) events occurring during that term. In such case the Director may serve an additional one-year term to ensure organizational stability and continuity during unprecedented times.*

#### Recommended By:

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Svc. \_\_\_\_\_  
VP, Finance & Admin. *Becky W. J. J.* \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** *[Signature]* \_\_\_\_\_

#### Board Action on:

Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

Amend the Bylaws of the Missouri Innovation Corporation to update "Board of Regents of the University" to read:

*... governing board of the University ...*

Amend the Bylaws of the Missouri Innovation Corporation to include consistent gender-neutral references reflecting the equity within the Board of Directors. Changes include:

*His or her becomes their*  
*He or she becomes they*  
*Him or her becomes them*  
*Himself or herself becomes themselves*

## **II. Background:**

Due to ongoing impacts of the COVID-19 pandemic, the Board and management of the Missouri Innovation Corporation (MIC) expressed a desire to invoke the legal doctrine of "force majeure" in order to provide continuity of Board leadership during crises. It was determined, however, that the bylaws of the MIC restrict Board terms to two (2) consecutive terms of three (3) years each with no option for extenuating circumstances, i.e., force majeure. The Board and management of the MIC have agreed that all members whose Board terms were due to expire in October 2021 should be extended to October 2022. The current proposed amendments (Attachment 1) would allow this extension of the current membership, providing continuity while also ensuring the required minimum three (3) Directors are in place.

On August 28, 2021, Governor Mike Parson signed a statewide mission designation in cybersecurity, computer science and visual and performing arts for Southeast Missouri State University. With this designation, the governance structure changed from a Board of Regents to a Board of Governors. The attached amendments bring the bylaws to accommodate this change.

Upon review, it was noted that gender references were not consistent throughout the bylaws and, in some cases, included a masculine reference only. This does not align with University policies on equity, nor does it reflect the diversity within the MIC's current Board. The proposed amendment creates within the bylaws both consistency and alignment with policy.

# AMENDED AND RESTATED BYLAWS

OF

## MISSOURI INNOVATION CORPORATION

WHEREAS, the existing Bylaws of Missouri Innovation Corporation were adopted on December 8, 2003 and amended by an Amendment to Bylaws of Missouri Research Corporation dated October 5, 2007 (as so amended, the "Existing Bylaws"); and

WHEREAS, not less than a majority of the Board of Directors of Missouri Innovation Corporation, a Missouri nonprofit corporation (the "Corporation"), has approved the adoption of these Amended and Restated Bylaws of Missouri Innovation Corporation;

WHEREAS, these Amended and Restated Bylaws of Missouri Innovation Corporation shall become effective upon the approval of not less than two-thirds of the members of the ~~Board of Regents~~ governing board of Southeast Missouri State University (the "University");

### ARTICLE I. NAME AND OFFICES

The Corporation shall be known as Missouri Innovation Corporation. The Corporation is formed under the Missouri Nonprofit Corporation Act, Chapter 355 of the Revised Statutes of Missouri, as amended (the "Act").

The principal office of the Corporation in the State of Missouri shall initially be located at One University Plaza, Room 231, Cape Girardeau, Missouri 63701 and, upon its opening, shall be located at the Innovation Center established by Southeast Missouri State University in Cape Girardeau, Missouri. The Corporation may have such other office(s), either within or without the State of Missouri, as the Board of Directors may designate.

The registered office of the Corporation required by the Act to be maintained in the State of Missouri may be, but need not be, identical with the principal office in the State of Missouri, and the address of the registered office may be changed from time to time by the Board of Directors.

### ARTICLE II. BOARD OF DIRECTORS

Section 1. General Powers. The business and affairs of the Corporation shall be managed by its Board of Directors. Its functions shall include, although not be limited to, a working Board for organization, structure, planning, policy, finances, fund raising, program planning and public education, consistent with the purposes of the Corporation, as set forth in the Corporation's Articles of Incorporation.

Section 2. Number, Term and Qualifications. The number of Directors of the Corporation shall be not less than three (3) and not more than nine (9). Each Director shall be a citizen of the United States of America. No Director shall be an officer or employee of the Southeast Missouri



State University (the "University") or a member of the ~~Board of Regents governing board~~ of the University.

Each Director (other than as stated herein) shall hold office for a term of three (3) years, except in the case of unforeseeable, unanticipated, or uncontrollable (force majeure) events occurring during that term. In such case the Director may serve an additional one-year term to ensure organizational stability and continuity during unprecedented times. The Directors shall at all times be divided into three (3) groups containing as nearly equal whole numbers as possible. Every year the terms of office of one group of Directors shall expire (which date of expiration shall be the date of the annual meeting of the Corporation), and their successors shall be elected for terms of three (3) years. Notwithstanding the foregoing, each director shall hold office until ~~his or her~~ their successor shall have been duly elected and shall have qualified or until ~~his or her~~ their death or until ~~he or she~~ they shall resign or shall have been removed in the manner hereinafter provided. Of the initial members of the Board of Directors, the initial term of Frank Stokes shall expire on the date of the annual meeting of the Corporation in 2004, the initial term of C. Michael Dambach shall expire on the date of the annual meeting of the Corporation in 2005 and the initial term of James F. O'Donnell, III, shall expire on the date of the annual meeting of the Corporation in 2006.

Section 3. Election of Directors. The Board of Directors shall be self-perpetuating. The first Board of Directors shall consist of those persons set forth in the Articles of Incorporation. Thereafter, the Directors shall be elected by the Board of Directors by majority vote of the Directors then in office whose terms are not expiring. The name of each Director so chosen (including any director elected to ~~succeed himself another term~~) shall promptly be submitted for approval to the ~~Board of Regents governing board~~ of the University. As set forth in Article XIII of the Corporation's Articles of Incorporation, the election of any person to the Board of Directors is subject to the approval of two-thirds of the members of the ~~Board of Regents governing board~~ of the University at the time holding office, which approval may be granted or denied in the sole discretion of the ~~Board of Regents governing board~~ of the University. Any Director whose term is about to expire may be elected to succeed ~~himself~~ themselves; provided, however, that any Director who has served as a Director for two full consecutive three-year terms may not be re-elected as a Director until the expiration of one year after the end of the second of such consecutive terms, except in the case of unforeseeable, unanticipated, or uncontrollable (force majeure) events occurring during that term. In such case the Director may serve an additional one-year term to ensure organizational stability and continuity during unprecedented times.

Section 4. Emeritus or Advisory Directors. The Board of Directors may also, by resolution, establish one or more classes of emeritus or advisory directors, with such rights and duties as shall be set forth in such resolution; provided, however, that in no event shall such emeritus or advisory directors be given the right to vote on any matter. The term of each class of emeritus or advisory directors and their manner of election shall be set forth in the resolution of the Board of Directors establishing such class of emeritus or advisory directors.

Section 5. Regular Meeting. The annual meeting of the Board of Directors shall be held in the month of October in each year, beginning with the year 2004, on the date and at the time specified by the Chairman of the Board. The Board of Directors shall provide, by resolution, for the holding of additional regular meetings, to be held not less frequently than quarterly, without

notice thereof by fixing the time and place, either within or without the State of Missouri, of such regular meetings.

Section 6. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the Chairman of the Board, the Chief Executive Officer or any two directors. The person or persons authorized to call special meetings of the Board of Directors may fix any place, within or without the State of Missouri, as the place for holding any special meeting of the Board of Directors called by them.

Section 7. Notice. Notice of any meeting shall be given not less than five (5) nor more than forty (40) days before the date of the meeting. Notice may be communicated in person, by telephone, telegraph, teletype, or other form of wire or wireless communication, or by mail or private carrier. Oral notice is effective when communicated in a comprehensible manner. Written notice, if in a comprehensible form, is effective at the earliest of the following:

- (1) When received;
- (2) Five (5) days after its deposit in the United States mail, as evidenced by the postmark, if mailed correctly addressed and with first class postage affixed;
- (3) On the date shown on the return receipt, if sent by registered or certified mail, return receipt requested, and the receipt is signed by or on behalf of the addressee;
- (4) Thirty (30) days after its deposit in the United States mail, as evidenced by the postmark, if mailed correctly addressed and with other than first class, registered or certified postage affixed.

Section 8. Waiver of Notice. A director may at any time waive any required notice. Except as set forth below, the waiver must be in writing, signed by the director entitled to the notice, and filed with the minutes or the corporate records of the Corporation. A director's attendance at or participation in a meeting waives any required notice of the meeting unless the director upon arriving at the meeting or prior to the vote on a matter not noticed in conformity with the Act, the Articles of Incorporation or these Amended and Restated Bylaws objects to lack of notice and does not vote for or assent to the objected-to action.

Section 9. Quorum; Participation by Telephone. A majority of the Directors in office immediately preceding a meeting shall constitute a quorum for the transaction of business. Members of the Board of Directors may participate in and act at any meeting of the Board of Directors, whether regular or special, through the use of a conference telephone or other communications equipment by means of which all persons participating in the meeting can hear each other, and participation in such a meeting in this manner shall constitute attendance and presence in person at the meeting of the person or persons so participating for all purposes, including fulfilling the requirements of Sections 8 and 9 hereof.

Section 10. Manner of Acting. The act of a majority of the directors present at a meeting at which a quorum of directors is present shall be the act of the Board of Directors, unless the act

of a different number is required by statute, the Articles of Incorporation or these Amended and Restated Bylaws.

Section 11. Resignations. Any director may resign at any time by giving written notice to the Board of Directors, the Chairman of the Board or the Secretary of the Corporation. Any written notice shall be effective upon its receipt by the Board of Directors, Chairman of the Board or Secretary, as the case may be, unless otherwise provided therein. Unless otherwise specified in such notice, acceptance of such resignation shall not be necessary to make it effective.

Section 12. Removal of Directors. Any director elected by the Board of Directors may be removed without cause by the vote of two-thirds of the Directors then in office. Notice of the proposed removal shall be given to all directors of the Corporation prior to action thereon. A director may also be removed, at the discretion of the Board of Directors, if said director has unexcused absences for more than three consecutive meetings; provided, however, that the director may be removed only if a majority of the directors then in office vote for the removal.

Section 13. Vacancies. Vacancies among the directors resulting from the death, resignation, removal, incapacity or disqualification of a director, or by reason of an increase in the number of directors or the failure of an elected director to accept the office of director or denial of approval of such director by two-thirds of the ~~Board of Regents governing board~~ of the University, shall be filled by a majority vote of the remaining directors then in office, even if less than a quorum, subject to the approval of two-thirds of the ~~Board of Regents governing board~~ of the University as set forth above. A director elected to fill a vacancy shall meet the qualifications set forth in these Amended and Restated Bylaws and shall serve until such director's successor has been duly elected and has commenced ~~his or her~~ their term of office.

Section 14. Presumption of Assent. A director of the Corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be conclusively presumed to have assented to the action taken unless the director's dissent shall be entered in the minutes of the meeting or unless the director shall file ~~his or her~~ their written dissent to such action with the person acting as secretary of the meeting before the adjournment thereof or shall forward such dissent by mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

Section 15. Committees. The Board of Directors, by resolution approved by a majority of all the directors then in office, may designate two or more directors to constitute (a) an executive committee, which committee shall have and exercise all of the authority of the Board of Directors in the management of the Corporation, or (b) any other committee which shall have the name, purpose, power and authority delegated to it by such resolution. The Chief Executive Officer shall be an ex-officio nonvoting member of the executive committee. A committee of the Board of Directors may not:

(1) Authorize distributions to directors, officers, agents or employees except in exchange for value received;



(2) Approve dissolution, merger or the sale, pledge or transfer of all or substantially all of the Corporation's assets;

(3) Unless otherwise provided in these Amended and Restated Bylaws or the Articles of Incorporation, elect, appoint or remove directors or fill vacancies on the Board of Directors or on any of its committees; or

(4) Adopt, amend or repeal the Articles or Amended and Restated Bylaws.

Each committee shall keep complete and accurate minutes of each meeting of such committee and the minutes of each such meeting shall be delivered to the Chief Executive Officer promptly after such meeting. All such minutes shall be presented to the Board of Directors at the meeting of the Board of Directors immediately succeeding such meeting, such minutes to be included in and become a part of the minutes of such meeting of the Board of Directors.

Section 16. Action Without a Meeting. Any action that may be taken at a meeting of the Board of Directors or of a committee of directors may be taken without a meeting if a written consent, setting forth the action so taken, is signed by all of the members of the Board of Directors or of the committee, as the case may be. Such written consent shall be filed by the Secretary with the minutes of the proceedings of the Board of Directors or of the committee, as the case may be, and shall have the same force and effect as a unanimous vote at a meeting duly held. Notwithstanding the foregoing, no action may be taken by consent if the Corporation is subject to any law requiring its meetings to be public.

Section 17. Compensation. No director shall receive compensation from the Corporation for any service such director may render to it as a director. However, a director may be reimbursed for ~~his or her~~ their actual expenses reasonably incurred in and about such director's performance of ~~his or her~~ their duties as a director.

Section 18. Annual Audit. The Board of Directors may annually arrange for an audit of the Corporation and shall arrange for an audit if required by any contract, statute, regulation or other governmental promulgation to which the Corporation is subject, including but not limited to OMB Circular A-133. The audit shall be prepared for and reported directly to the Board of Directors.

### ARTICLE III. OFFICERS

Section 1. Number. The officers of the Corporation shall be a Chairman of the Board, one or more Vice-Chairmen of the Board, a Chief Executive Officer, a Secretary and a Treasurer. The Chairman of the Board and Vice Chairman of the Board must be directors presently serving on the Board of Directors. Such other officers and assistant officers as may be deemed necessary may be elected or appointed by the Board of Directors. Any two or more offices may be held by the same person, except the Secretary may not also be the Chairman of the Board or the Chief Executive Officer.



Section 2. Election and Term of Office. The officers of the Corporation to be elected by the Board of Directors shall be elected annually at the Annual Meeting of the Board of Directors. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be arranged. Each officer shall hold office until ~~his or her~~ their successor shall have been duly elected and shall have qualified or until ~~his or her~~ their death or until ~~he or she~~ they shall resign or shall have been removed in the manner hereinafter provided.

Section 3. Removal. Any officer may be removed by a vote of a majority of the entire Board of Directors whenever in its judgment the best interests of the Corporation will be served thereby.

Section 4. Resignations. Any officer may resign at any time by giving written notice to the Board of Directors, the Chairman of the Board or the Secretary of the Corporation. Any written notice shall be effective upon its receipt by the Board of Directors, the Chairman of the Board or the Secretary, as the case may be, unless otherwise provided therein. Unless otherwise specified in such notice, acceptance of such resignation shall not be necessary to make it effective.

Section 5. Vacancies. A vacancy in any office because of death, incapacity, resignation, removal, disqualification or otherwise, may be filled by a vote of a majority of the entire Board of Directors for the unexpired portion of the term.

Section 6. Chairman of the Board. The Chairman of the Board shall preside at all meetings of the Board of Directors, coordinate the activities of the Board and serve as the Chairman of the executive committee, if any. The Chairman of the Board shall appoint any ad hoc committees necessary to address any special issues not assigned to other officers or any standing committees. The Chairman of the Board is responsible for the overall management of the Corporation and shall, in general, perform all duties incident to the office of Chairman of the Board and such other duties as may be prescribed by the Board of Directors or the executive committee, if any, from time to time.

Section 7. Vice-Chairman of the Board. In the absence of the Chairman of the Board, whether due to resignation, incapacity or any other cause, or in the event of the Chairman of the Board's death, inability or refusal to act, the Vice-Chairman of the Board shall perform the duties of the Chairman of the Board, and when so acting, shall have all the powers of and be subject to all restrictions upon the Chairman of the Board. The Vice-Chairman of the Board shall exercise such powers only so long as the Chairman of the Board remains absent or incapacitated, or until the Board of Directors elects a new Chairman of the Board. Any Vice-Chairman of the Board shall perform such other duties as from time to time may be assigned to ~~him or her~~ them by the Chairman of the Board, the Board of Directors or the executive committee, if any.

Section 8. Chief Executive Officer. The Chief Executive Officer shall be responsible for the day-to-day operations of the Corporation. The Chief Executive Officer shall have and exercise general control and supervision over the financial and business affairs of the Corporation and shall perform such other duties and exercise such other powers as may be assigned to ~~him- them~~ them by the Chairman of the Board, the Board of Directors or the executive committee, if any, from time to

time. The Chief Executive Officer shall report directly and be responsible to the Board of Directors for the operation of all business and financial phases of the operation of the Corporation.

The Chief Executive Officer shall select and have general supervision responsibilities for activities of any persons performing services for or on behalf of the Corporation and shall be responsible for carrying out the orders and resolutions of the Board of Directors and the executive committee, if any. The Chief Executive Officer may be an employee of the University and shall be elected by the Board of Directors. The Chief Executive Officer shall make an annual report to the Board of Directors with respect to the affairs of the Corporation and shall discharge such other duties as imposed upon ~~him~~-them from time to time by the Board of Directors or the executive committee, if any. The Chief Executive Officer shall attend meetings of the Board of Directors and of the executive committee, if any, but shall not have a vote on either (unless otherwise a Director).

Section 9. The Secretary. The Secretary shall (a) keep the minutes of the proceedings of the meetings of the Board of Directors and its committees in one or more books provided for that purpose; (b) assume primary responsibility for the proper procedure in connection with nomination and election of members of the Board of Directors and officers of the Corporation (c) see that all notices are duly given in accordance with the provisions of these Amended and Restated Bylaws or as required by law; (d) be custodian of the corporate records and of the seal of the Corporation, if any, and see that the seal of the Corporation, if any, is affixed to all documents the execution of which on behalf of the Corporation under its seal is duly authorized; (e) keep a register of the post office address of each director and member which shall be furnished to the Secretary by such member; and (f) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the Chairman of the Board or by the Board of Directors. The Secretary shall keep an accurate list of the members of the Board of Directors and officers of the Corporation and the dates of their respective terms and the expiration thereof. In the absence of or disability of the Secretary, the Assistant Secretary (or if none is available, the Treasurer) shall possess all of the powers and perform all of the duties of that office. The Secretary may be an employee of the University and shall be elected by the Board of Directors.

Section 10. The Treasurer. The Treasurer shall keep, or cause to be kept, full and accurate accounts in books belonging to the Corporation showing the transactions of the Corporation, its accounts, receipts, expenditures, assets, liabilities and financial condition, and shall see that all expenditures are duly authorized and are evidenced by proper receipts and vouchers. The Treasurer shall: (a) have charge and custody of and be responsible for all funds and securities of the Corporation; (b) receive and give receipts for moneys due and payable to the Corporation from any source whatsoever, and deposit all such moneys in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of Article V of these Amended and Restated Bylaws; and (c) in general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by the Board of Directors. The Treasurer shall make a full report of the financial condition of the Corporation at each regular meeting of the Board of Directors and shall make such other reports and statements as may be required of ~~him~~ them by the Board of Directors, the executive committee, if any, the Chief Executive Officer or the laws of the State of Missouri. If required by the Board of Directors, the Treasurer shall give the Corporation a bond for the faithful discharge of the Treasurer's duties in such sum and form and with such surety or sureties as the

Board of Directors shall determine. In the absence or disability or refusal to act of the Treasurer, the Assistant Treasurer (or if none is available, the Secretary) shall possess all the powers and perform all the duties of that office. The Treasurer may be an employee of the University and shall be elected by the Board of Directors.

#### ARTICLE IV. MEMBERS

The Corporation shall not have any class of voting members, but the Board of Directors may establish in these Amended and Restated Bylaws such class or classes of non-voting members, with such rights and privileges, as the Board of Directors of the Corporation may determine.

#### ARTICLE V. CONTRACTS, LOANS, CHECKS AND DEPOSITS

Section 1. Contracts. The Board of Directors may authorize any officer or officers, agent or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

Section 2. Loans and Indebtedness. No loans or indebtedness shall be contracted on behalf of the Corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution approved by a majority of the Directors then in office. Such authority may be general or confined to specific instances. In no event shall any loans be made by this Corporation to its employees, officers or directors.

Section 3. Checks, Drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by the Chairman of the Board, the Chief Executive Officer or Treasurer or such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

Section 4. Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.

#### ARTICLE VI. FISCAL YEAR

The fiscal year of the Corporation shall be from July 1 to June 30 or as fixed from time to time by the Board of Directors by resolution.

#### ARTICLE VII. INDEMNIFICATION

The Corporation shall indemnify those persons required to be indemnified pursuant to any provision of the Articles of Incorporation or the Act. The Corporation may indemnify those

persons permitted to be indemnified under any provision of the Articles of Incorporation or the Act.

#### ARTICLE VIII. CORPORATE SEAL

The Corporation shall not initially have a seal. The Board of Directors may provide for a corporate seal for the Corporation by resolution. Any such seal shall be in the charge of the Secretary. The corporate seal, if any, may be used by causing it, or a facsimile thereof, to be impressed or affixed or to be in any other manner reproduced.

#### ARTICLE IX. WAIVER OF NOTICE

Whenever any notice is required to be given under the provisions of these Amended and Restated Bylaws or of the Articles of Incorporation or of the Act, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice

#### ARTICLE X. RECORDS

Section 1. Retention of Records. The Corporation, itself or through its agent, shall keep as permanent records current and complete books and records of accounts and shall also keep minutes of the proceedings of the Board of Directors and committees having any of the authority of the Board of Directors of Directors.

Section 2. Records to be kept at Principal Office. The Corporation shall keep a copy of the following records at its principal office:

- (1) Its Articles or Restated Articles of Incorporation and all amendments to them currently in effect;
- (2) Its Bylaws or Restated Bylaws and all amendments to them currently in effect;
- (3) Resolutions adopted by the Board of Directors relating to the characteristics, qualifications, rights, limitations and obligations of members or any class or category of members;
- (4) A list of the names and business or home addresses of its current directors and officers;
- (5) Its most recent annual report delivered to the secretary of state; and
- (6) Appropriate financial statements of all income and expenses.

Section 3. Inspection of Records. The Corporation shall make such records as are required under the Act or any other applicable law available for inspection and copying to those persons



and to the extent required under the Act or any other applicable law. Such inspection and copying shall be accomplished at a reasonable time and location specified by the Corporation. The Corporation may impose a reasonable charge, covering the costs of labor and material, for copies of any documents provided.

#### ARTICLE XI. AMENDMENTS

Subject to the provisions of Article XIII of the Corporation's Articles of Incorporation, these Amended and Restated Bylaws may be altered, amended or repealed and new Bylaws adopted by action approved by a majority of the directors in office at the time the amendment is adopted, but only upon the approval of two-thirds of the ~~Board of Regents governing board~~ of the University, such approval to be granted or denied in the sole discretion of the ~~Board of Regents governing board~~ of the University. The Corporation shall provide notice of any meeting of directors at which an amendment is to be approved. The notice must state that the purpose, or one of the purposes, of the meeting is to consider a proposed amendment to these Amended and Restated Bylaws and contain or be accompanied by a copy or summary of the amendment or state the general nature of the amendment. A copy of each amendment to these Amended and Restated Bylaws shall be delivered to the office of the President of the University.

#### ARTICLE XII. DISSOLUTION OF THE CORPORATION

The Corporation may be dissolved in accordance with the procedure prescribed in the Act. At any time when the dissolution of the Corporation is authorized, the Board of Directors then holding office shall distribute the assets of the Corporation remaining after the payment, satisfaction and discharge, or adequate provision therefor, of all liabilities and obligations of the Corporation, in accordance with the provisions of the Articles of Incorporation.

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### ARTICLE XIII. ADOPTION

These Amended and Restated Bylaws shall become effective immediately upon their adoption by a vote of a majority of the Board of Directors of the Corporation and the approval of two-thirds of the ~~Board of Regents~~ governing board of the University.



**SOUTHEAST MISSOURI**  
STATE UNIVERSITY · 1873<sup>®</sup>

## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

December 17, 2021

### Open Session

#### I. Motion to be Considered:

Consideration of motion to approve the reappointment of Brent Buerck, Dawn Dauer, John Ferguson, and Jim Grebing to the Board of Directors of the Missouri Innovation Corporation for a one-year term beginning October 2021 and ending October 2022.

#### II. Background:

In accordance with the force majeure provision of the Amended and Restated Bylaws of the Missouri Innovation Corporation, the terms of Board members Brent Buerck, Dawn Dauer, John Ferguson, and Jim Grebing, all due to expire October 2021, will be extended to October 2022. All Directors have agreed to the one-year reappointment to allow for continuity of Board leadership.

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#### Recommended By:

Student Government \_\_\_\_\_  
 Faculty Senate \_\_\_\_\_  
 Administrative Council \_\_\_\_\_  
 VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
 VP, Finance & Admin. *[Signature]* \_\_\_\_\_  
 VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
 Dean \_\_\_\_\_  
 Academic Council \_\_\_\_\_  
 Provost \_\_\_\_\_

**President** *[Signature]* \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
**Motion By:** \_\_\_\_\_  
**Second By:** \_\_\_\_\_  
**Vote:** Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
 Abstentions: \_\_\_\_\_

**Postpone:** \_\_\_\_\_  
**Amend:** \_\_\_\_\_  
**Disapprove:** \_\_\_\_\_  
**Approve:** \_\_\_\_\_  
**Secretary:** \_\_\_\_\_

**MISSOURI INNOVATION CORPORATION**  
**Board of Directors**

**October 2020/2021**

**Brent Buerck**

City Administrator  
City of Perryville, MO  
215 N West Street  
Perryville MO 63775  
*2<sup>nd</sup> Term ends October 2021*

**John Ferguson II (Chair 2020)**

Executive Director  
Pemiscot County Port Authority  
111 East 3rd Street  
Caruthersville MO 63830  
*2<sup>nd</sup> Term ends October 2021*

**Dawn Dauer**

The Bank of Missouri  
3427 William Street  
Cape Girardeau MO 63701  
*2<sup>nd</sup> Term ends October 2021*

**Jim Grebing (Vice Chair 2021)**

Economic Development Director  
Kennett City, Light, Gas and Water  
303 S. Anthony  
Kennett MO 63857  
*2<sup>nd</sup> Term ends October 2021*

**Matt Drake**

President and CEO  
First State Bank & Trust Co Inc  
750 S Main Street  
P O Box 1830  
Sikeston MO 63801  
*2<sup>nd</sup> Term ends October 2023*





## BOARD OF GOVERNORS

### MOTION CONSIDERATION FORM

**December 17, 2021**

### Open Session

**I. Motion to be Considered:**

Approve the revised Master Operating Agreement between Southeast Missouri State University and Southeast Missouri University Foundation.

**II. Background:**

The original Master Operating Agreement (MOA) was approved by both the University's governing board (then Board of Regents) and the Southeast Missouri University Foundation Board in April 2005 to formally outline the relationship between the University and the Foundation.

Since April 2021, the Foundation Board has been reviewing the Foundation's Bylaws and Board Policies. A Task Force of Foundation Board members have held extensive discussions through a series of meetings over the past four months, and legal counsel was also consulted for recommendation to those changes. The Foundation Board approved changes to the Foundation's Bylaws and Board Policies at its October 29, 2021, meeting.

Running parallel to the Foundation Bylaws and Board Policies review, the University engaged legal counsel to review the MOA between the University and the Foundation. On September 3, 2021, representatives from the University and Foundation met to review the proposed MOA language. Subsequently, the Foundation Executive Committee reviewed the proposed MOA on September 13 and the Board of Governors' Finance and Audit Committee reviewed it on September 20. The revised MOA reviewed by the aforementioned groups was brought before the Board of Governors for consideration at its September 24, 2021 meeting. The Board of Governors approved of the spirit of the proposed revised MOA, however, had questions

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**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement \_\_\_\_\_

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** \_\_\_\_\_

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_

regarding the process for fund requests and fund disbursements. In follow-up Board Secretary Martin was asked to share the Board's feedback and questions with legal counsel. The Board agreed they would consider the MOA again at its December meeting.

The Foundation Board tabled consideration of the revised MOA at its October 29, 2021 meeting to allow time for the Board of Governors to complete its work and approve a final draft. If approved by the Board of Governors, the MOA will be included on the agenda for the Foundation Board's April 1, 2022 meeting.

**MASTER OPERATING AGREEMENT**  
**BETWEEN**  
**SOUTHEAST MISSOURI STATE UNIVERSITY**  
**AND THE**  
**SOUTHEAST MISSOURI UNIVERSITY FOUNDATION**

**Master Operating Agreement**  
**Between**  
**Southeast Missouri State University**  
**and the**  
**Southeast Missouri University Foundation**

This Agreement serves as the Master Operating Agreement to establish the operating relationship between Southeast Missouri State University (hereinafter referred to as "University") and the Southeast Missouri University Foundation (hereinafter referred to as "Foundation").

WITNESSETH:

WHEREAS, the University desires to practice wise stewardship of the University's human and financial resources and provide high-quality, high value facilities and infrastructure that support its educational mission, thereby enabling the University to compete favorably with other public and private universities; and

WHEREAS, the University is committed to demonstrating appropriate stewardship in developing and maintaining academic and non-academic programs through the proper balancing of financial revenues and expenditures to effectively enable the accomplishment of the University's mission, strategic priorities, and goals; and

WHEREAS, the University recognizes that the Foundation, a Missouri nonprofit corporation which is recognized as a 501(c)(3) corporation, legally constituted and in good standing, and authorized to enter into this Agreement, can offer a range of services that can facilitate the University's objectives; and

WHEREAS, to the extent it is contractually legal and allowable under State of Missouri law and desirable for the University, the University desires to engage the Foundation to:

1. Solicit, receive, hold, and administer gifts to be used for and on behalf of the University, its faculty, students, and staff for the benefit of the University.
2. Undertake the responsibility for planning, implementing, and

coordinating fundraising activities including, but not limited to, donor research and qualification, cultivation, solicitation, and stewardship.

3. Act as agent, when requested, for the University in obtaining, grants, contracts, and awards involving research or scholarly activities to be performed by Southeast Missouri State University.
4. Act as custodian for and manager of endowment, scholarship, and other funds of the University as requested by the University.
5. Serve as the primary depository of private gifts to the University and administer gifts made directly to the University and other University-related but distinct entities.
6. Receive, hold, manage, invest, and disperse contributions of cash, securities, and other forms of property, including current and deferred gifts that are contributed in the form of planned and deferred-gift instruments.
7. Acquire, develop, sell, transfer, and manage real property as requested by the University.
8. Collaborate with the University to support efforts that facilitate, implement, and execute activities in order to develop a culture within the University community, including its private support constituencies, that effectively encourages increased philanthropy.
9. Initiate and engage in activities that promote the University be it through advertisement or other means, and collaborate with University Marketing, University Communication, KRCU Public Radio, or other University units to accomplish the same.
10. Do such other acts and undertake such other enterprises as in the judgment of the Foundation Board of Directors shall tend to promote the interest and welfare of the University.

WHEREAS, the Foundation desires, to the extent it is legal and allowable, to undertake the engagement outlined above and, to the extent requested by the University, will or will cause its board members and the

Foundation staff to provide the following services to:

1. Establish a continuous development operation for the University.
2. Encourage voluntary contributions regularly from alumni, friends, corporations, foundations, and other entities or organizations.
3. Receive and review from the University President the special needs of the University which it is believed can be met through gifts, grants, or bequests and to attempt to secure necessary funds to be distributed to the University as requested consistent with this Agreement.
4. Determine the methods of fund solicitation and publicity and to maintain the active interest of alumni and the public in the Foundation program.
5. Exercise those powers granted to general not-for-profit corporations as provided in Missouri Revised Statutes, Chapter 355, Nonprofit Corporation Law.
6. Elect and appoint officers and committees for the proper accomplishment of the Foundation's programs.

NOW, THEREFORE, in consideration of the services to be rendered to the University by the Foundation, the following is agreed:

The University shall provide to the Foundation:

1. Appropriate office space on the University's campus for activities of the main office of the Foundation, including all utilities and the maintenance of that space;
2. Access to campus meeting and event space. The Foundation will pay for the use of campus meeting and event space, including fees to support any audio visual needs or other tech services, and for catering as necessary and appropriate;
3. Information technology services including, but not limited to, computer, printers, or other technological devices and support to maintain said devices as necessary and appropriate to carry out the work of the Foundation; rack space for Foundation servers in secure University server hosting facilities; network services including operations support and provisioning, including security monitoring, network and internet bandwidth, and sufficient ports and drops to meet

Foundation needs for network attached devices including desktops, servers, printers, copiers, and network attached storage; network services including user administration and authentication, internet access, and access to local search engines implemented by the University; network (wireless and wired) services in the Wehking Alumni Center sufficient to meet the Foundation's day to day operational needs. The University will provide technical and administrative support for access and use of the Foundation's database system, and the data contained therein. It is understood that the University reserves the right to charge the Foundation appropriate rates for the aforementioned items and services. It is further understood that the Foundation may request services in addition to those listed that the University may elect to charge the Foundation for those additional services at current market rates;

4. Phone and related services available at current market rates paid by other campus users for Foundation employees with offices on campus;
5. Appropriate building security and safety services, as well as campus postal and maildelivery services;
6. Personnel as may be reasonably needed by the Foundation for its operations. The University will be responsible for the employment (including hiring and termination), compensation, evaluation, and any discipline of all such personnel. The University staff assisting the Foundation will be subject to the rules and responsibilities of all University employees. Working through the Executive Director, and in consultation with the University President, the Foundation may reasonably request that the University replace employees of the University assigned to assist the Foundation. In consideration for Foundation services including, but not limited to, the responsibilities listed beginning on page 2 of this document, the University shall pay all salaries and benefits for Foundation related personnel. In return, the Foundation will reimburse the University a percentage of salaries and benefits at rates agreed upon on an annual basis (or more frequently if so agreed by both parties) prior to the agreement period in which compensation is to be paid.
7. The University President, assisted by the Foundation Board Chair and others chosen at the discretion of the Foundation Board Chair, will employ, support and evaluate the Executive Director of the Foundation, who also serves as the Vice President for University Advancement. The Executive Director and the Foundation Board Chair are jointly responsible for the leadership of the Foundation with the University President, as chief executive officer for the University, having ultimate executive responsibility for the Foundation. As a member of the University President's Executive Staff, the Executive Director is responsible for the management of the Foundation, which includes, but is not limited to, facilitating

communication of fundraising goals, strategies, activities and progress between and among Foundation and University officials, proposing a budget for the Foundation, considering requests for data and information between the Foundation and the University in the course of conducting their educational and service activities and approving the use of the University's name in fundraising materials and communications. The University President shall be periodically informed of these activities; and

8. Additional support to the Foundation, including:

- a. The University President will communicate the priorities of the University's Strategic Action Plan, information in the Campus Master Plan, updates on campus capital projects and deferred maintenance needs, and other long-term plans, to the Foundation. The University President will communicate the University's long-term plans, as approved by the University's Governing Board, to the Foundation;
- b. The Executive Director of the Foundation will be included as a member of the University President's Executive Staff;
- c. The University will include the Foundation as an active and prominent participant in the strategic planning for the University; and
- d. Subject to applicable law, the University will encourage and maintain policies that support the Foundation's ability to respect the privacy and confidentiality of donor records.

In connection with such engagement, the Foundation shall:

1. Obtain and manage resources to increase the ability of the University to enhance the quality and extend the range of service or services the University provides to its students and the region.
2. Recognize special opportunities for the University and undertake and support fundraising activities that provide resources to enable the University to capitalize on these opportunities.
3. Recognize donors and provide strength for growth, visibility, and excellence of the continually-improving university environment.
4. Maintain financial flexibility in the interest of the University and the Foundation.
5. Provide financial records and accounts needed to provide all of the agreed services; such records to be audited annually to confirm accuracy and compliance with all accepted accounting practices.



6. Provide additional support to the University, including:

- a. Explore opportunities, such as the acquisition and management of real estate on behalf of the University, for future allocation, transfer, or use;
- b. Serve as an instrument for economic and workforce development initiatives and entrepreneurial activities for the University and engage in such activities as purchasing, developing, or managing real estate for campus expansion and student housing, or participating in joint ventures that advance the mission of the institution;
- c. Provide support to the University through the additional reimbursements and payments set forth in this Agreement; and
- d. Promote University athletics, visual and performing arts, cultural events, and related activities.

7. With regard to the Transfer of Funds:

- a. Will consult with the University President, or the President's designee, regarding transactions other than standard expenses and traditional scholarships, to ensure that the transactions are in the best interest of the University;
- b. Will ensure that all gift agreements are reviewed by the University President, or the President's designee, and the Executive Director/Vice President of Advancement, and others as appropriate, prior to execution;
- ~~a-c.~~ Will transfer funds to the designated entity within the University in compliance with applicable laws, University and Foundation policies, and gift Agreements. Disbursement policies will be developed in collaboration with University administrators to facilitate effective financial planning while ensuring that gift funds are spent in a timely manner and in compliance with donor intent;
- ~~b-d.~~ Will disclose any terms, conditions, or limitations imposed by donor or legal determination on the gift. The University will abide by such restrictions and provide appropriate documentation;
- ~~e-e.~~ Will make disbursements on behalf of the University according to the following standards: the disbursements must be reasonable business expenses that support the University, must be consistent with donor intent, and must not conflict with the law. All requests for Foundation funds other than regular disbursements and expense reimbursements must be submitted to the Foundation by the University President or his or her designee;
- d-f. University requests for funds to support the University's Strategic Action Plan, the Campus Master Plan, campus capital projects, and deferred maintenance needs will be presumed to be reasonable business expenses that support the University, and as long as they are consistent with donor intent and do not conflict with the

law will be granted by the Foundation;

e.g. University requests for funds to support the University's athletics programs will also be presumed to be reasonable business expenses that support the University, and as long as they are consistent with donor intent and do not conflict with the law will be granted by the Foundation;

f.h. May accept transfers of unrestricted gifts made to the University if the Foundation agrees to use the funds in furtherance of the University's public purposes and if the University is provided annual reports documenting that the funds were actually so used;

g.i. May accept transfers of restricted gifts made to the University if the funds retain the restrictive use originally assigned by the donor; the retention of the funds by the University would substantially impair the intended use of the funds; or the University has been permitted by a court of competent jurisdiction to so transfer the funds.

8. With regard to Foundation Funding and Administration: The Foundation will develop a financial plan to underwrite the cost of Foundation programs, operations and services. In doing so, the Foundation:

- a. Has the right to use a reasonable percentage of the unrestricted funds, assess fees for services, retain rent from Foundation properties and impose major gift surcharges, in each case to support its operations;
- b. At its own expense, and except as otherwise provided herein or in any other Agreement between the parties, arrange for office space required to fulfill its duties and responsibilities hereunder;
- c. Will maintain, at its own expense, copies of the plans, budgets and all other records developed in connection with the performance of its duties and responsibilities hereunder; and
- d. Will provide the University with a copy of its annual report and access to data and records collected pursuant to this Agreement on a need-to-know basis in accordance with applicable law and Foundation and University policies and guidelines.

Further, it is agreed that:

1. The Foundation shall purchase and maintain through an insurance company licensed to transact business in Missouri, insurance on behalf of any person who is a Director, officer, employee or agent of the Foundation or serving at the request of the Foundation as a Director,

officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him/her and incurred by him/her in any such capacity or arising out of his/her status as such, whether or not the Foundation would have the power to indemnify him/her against such liability under the laws of the State of Missouri.

2. With respect to University sponsored projects covered hereunder, the Foundation shall administer the business affairs relating to such activities, serving as the development office and representative of the University in relations with the prospective entities. As such, the Foundation's financial and business records related to such projects shall be made available for inspection upon request by the chief financial officer of the University or his or her designee.
3. The Foundation shall not use the University taxpayer's identification number or the University's tax-exempt status in connection with purchases and/or sales by the Foundation, gifts to the Foundation, interest, or other income of the Foundation or for any other activity of the Foundation. Except in limited situations as determined necessary by the University, the University will not use the Foundation's taxpayer's identification or the Foundation's tax-exempt status in connection with purchases made by the University.
4. The University expressly grants the Foundation a non-exclusive right and license to use the University' name and trademarked symbols adjacent to, or in connection with, the Foundation's name. The Foundation agrees to use the University's name and symbols only in an appropriate manner, and should any question of the propriety or use of the University's name or symbols for any activities or undertakings by the Foundation arise, the Foundation shall seek the advice and counsel of the appropriate University official prior to any such use.
5. The Foundation will not pay any compensation, salary, consulting fee, loan or perquisite to any University officer or employee without the prior approval of the University President or the University Governing Board should it be a matter expressly delegated to the Governing Board in its By-Laws.
6. The Foundation shall not discriminate on the basis of race, color, religion, national origin, disability, sex, or age.

7. With regard to this Agreement, the Foundation will establish and enforce policies to identify and manage potential conflicts of interest and ensure that Foundation assets do not directly or indirectly unduly benefit an individual or other person in a manner inconsistent with its mission or status as a 501(c)(3) nonprofit corporation. University officers and employees are subject to the University's Business Policy and Procedure 01-07: Conflict of Interest, as may be amended from time to time.
8. The Foundation may change its Articles of Incorporation or Bylaws, provided that such changes do not affect any previously received or promised gifts, endowments or scholarships made to or on behalf of the University. The Foundation will notify the University within ten (10) business days of any change voted upon by the Foundation, and the University will have the right to terminate this Agreement if it believes, in its sole discretion, that the changes adopted by the Foundation materially alter the purpose of the Foundation. If the University elects to terminate this Agreement pursuant to this provision, it will, within thirty (30) days of receipt of the changes voted upon, give the Foundation written notice of the University's intent to terminate. Failure to give such notice will be deemed to constitute acceptance of the changes by the University. Upon receipt of a notice to terminate, the Foundation will have thirty (30) days to either rescind the changes or obtain the University's written approval thereof. Termination pursuant to this provision will apply only to this Agreement and will not affect the parties' rights and obligations under any other Agreements between them.
9. The Foundation will keep in full force and effect its exemption under Section 501(c)(3) of the Code and will take no action which would cause said exemption to be revoked or limited.
10. In the event of dissolution of the Foundation as a corporation, its assets shall be transferred or conveyed to the Governing Board of the University or its successor to be held in trust for the purposes for which they were received, unless such distribution of particular property is prohibited by the terms of the gift thereof or the deed of trust to the Foundation in which event said property shall be distributed to one or more corporations, societies, or organizations which are engaged in substantially similar activities for the purposes specified in the original gift or deed of trust and which have been determined to be exempt organizations under the appropriate section of the Internal Revenue Code, and to be held in trust of the purposes for which they

were received.

11. This Agreement will remain in effect until November 1, 2024. Prior to the expiration of the initial, and any subsequent terms, both parties will meet to review the Agreement, assessing it for continued relevance and to discuss possible revisions. If deemed relevant and if no revisions are determined necessary, the Agreement will automatically renew for a period of three years. If for some reason the parties are unable to meet prior to the expiration of the term, the Agreement will [automatically renew for a period of 1 year. Both parties acknowledge that amendments to this Agreement may be offered at any time consistent with amendment provisions in Paragraph 15 on page 12 below. Notwithstanding the foregoing, this Agreement may be terminated prior to the end of its term under the following circumstances:

- As provided in the section above pertaining to legal changes to the Foundation;
- As mutually agreed upon by both parties;
- This Agreement may be terminated immediately by the University for fraudulent or otherwise illegal conduct by the Foundation Board upon provision of written notice with documentation supporting the allegations of improper conduct. If the Agreement is terminated under these circumstances, the Foundation is prohibited from using the University's name to solicit donations or for any other purpose and shall not represent in any way to alumni, contributors or the general public that the Foundation is affiliated with the University or any of its component parts;
- This Agreement may be terminated by either party in the event that the other party defaults in the performance of any of its material obligations hereunder and fails to cure such default within a reasonable time after receiving written notice thereof;
- Either party may, upon ninety (90) days prior written notice to the other party, terminate this Agreement. The party initiating termination of the Agreement must act in good faith to provide an opportunity for a meeting to include the Board Chairs of both parties (or designees), the Foundation's Executive Director and the University's President within thirty (30) days of initial written notice of intention to terminate the Agreement; and
- This Agreement will immediately terminate should the Foundation cease to exist or cease to be a Section 501(c)(3) organization under the Code.

12. Each party will, at reasonable times and upon reasonable notice to the other party, have access to and the right to audit the other party's financial information and records to the extent reasonably necessary to confirm compliance with the terms of this Agreement. The University shall at reasonable times and upon reasonable notice have the right to access all financial information concerning the Foundation's funds and/or financial transactions. Unless otherwise agreed to in writing by the parties, the Foundation's audit report shall be submitted to the University for submission to the University's auditors as part of the University's audit.
13. The University and the Foundation constitute independent organizations, subject to the duties and responsibilities imposed on them under the terms of this Agreement. As such:
  - a. Neither party has the right nor the authority to bind the other party in any respect, nor shall either party assume or create any obligations of any nature on behalf of the other party; and
  - b. The University and the Foundation agree that at all times each party is responsible for its own activities and liabilities. With the exception of responsibilities specifically undertaken pursuant to this Agreement, each party shall be solely responsible for defending and paying any damages arising from its activities. The terms of this Agreement do not constitute a waiver of any immunity to which either party may be entitled as a matter of law.
14. The parties will reasonably cooperate with each other in carrying out the terms of this Agreement. To facilitate this cooperation:
  - a. The University recognizes that the Foundation is a private corporation with the authority to keep all records and data confidential consistent with applicable law;
  - b. The President of the University will serve as an ex-officio, non-voting member of the Foundation Board and will assume a prominent role in fundraising activities;
  - c. The Foundation and the University will jointly establish gift-acceptance policies, naming policies, and provisions for the establishment of scholarships, chairs, and other endowed purposes.
  - d. On an annual basis, after the close of the fiscal year, the University Governing Board shall invite the Executive Director of the Foundation to provide a report on the Foundation's activities in support of the University.
  - e. The University Governing Board and the Foundation Board will hold periodic meetings of their representatives to foster and maintain productive relationships

and ensure open and continuing communications and alignment of priorities.

15. Amendment to this Agreement may be made by mutual Agreement with either party giving (30) days' notice for any requested/proposed changes.
16. This Agreement will be construed and governed in accordance with the law of the State of Missouri. Any action in regard to this Agreement or arising out of its terms and conditions must be instituted and litigated in the courts of the State of Missouri within Cape Girardeau County, Missouri. The parties submit to the jurisdiction of the courts of the State of Missouri and waive any objection to venue.
17. The parties will comply with all federal, state and local laws, ordinances and regulations applicable to this Agreement and each and every action to be taken hereunder.
18. All rights and remedies granted to the parties herein and any other rights and remedies which the parties may have at law and in equity are hereby declared to be cumulative and not exclusive, and the fact that the parties may have exercised any remedy without terminating this Agreement will not impair the parties' rights thereafter to terminate or to exercise any other remedy herein granted or to which each party may be otherwise entitled.
19. This Agreement constitutes the entire Agreement between the parties with respect to this subject matter, and supersedes all prior verbal Agreements between the parties with respect to this subject matter. Nothing in this Agreement will relieve either party from any obligations of other written Agreements.
20. Unless stated otherwise in this Agreement, no provision of this Agreement may be waived, modified, or amended except by written amendment signed by the parties. No act, conversation or communication with any officer, agent or employee of University or the Foundation either before or after the execution of this Agreement, will affect, modify, or waive any term or terminology of this Agreement and any such act, conversation or communication will not be binding upon the parties.
21. Except as specifically provided in this Agreement, all provisions of this Agreement are severable. In the event that any provisions of this Agreement are found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions will remain valid unless the court finds that the valid provisions of this Agreement are so essentially and inseparably connected with, and so dependent upon, the invalid provisions that it cannot be presumed that the parties could have included the valid provisions without the invalid provisions; or unless the court finds that the valid provisions, standing alone, are incapable of being performed in accordance with the intentions of the parties.
22. This Agreement will be binding upon the parties, and their successors in interest.

23. All notices herein required to be given, or which may be given by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as herein provided.

Notice to the University's Governing Board shall be addressed as follows:

Southeast Missouri State University Board of Governors  
Attn: Board Secretary  
One University Plaza, MS3300  
Cape Girardeau, MO 63701

Notice to the University shall be addressed as follows:

Southeast Missouri State University  
Attn: University President  
One University Plaza, MS330  
Cape Girardeau, MO 63701

Notice to the Foundation shall be addressed as follows:

Southeast Missouri University Foundation  
Attn: Executive Director  
One University Plaza, MS7300  
Cape Girardeau, MO 63701

24. This Agreement shall not be assignable by either party without the prior written consent of the other party.
25. The execution of this Agreement has been authorized by resolution of the Board of Directors of the Foundation and the Governing Board of the University.

IN WITNESS WHEREOF, THE PARTIES HAVE CAUSED THIS Agreement to be executed by their duly authorized officers as of the last day and date below.



## **SOUTHEAST MISSOURI STATE UNIVERSITY**

\_\_\_\_\_  
Carlos Vargas, President  
Southeast Missouri State University

Date: \_\_\_\_\_

## **SOUTHEAST MISSOURI UNIVERSITY FOUNDATION**

\_\_\_\_\_  
Trudy G. Lee, Executive Director  
Southeast Missouri University Foundation

Date: \_\_\_\_\_

## **SOUTHEAST MISSOURI STATE UNIVERSITY BOARD OF GOVERNORS**

\_\_\_\_\_  
Edward P. Gargas, President  
Southeast Missouri State University Board of Governors

Date: \_\_\_\_\_

## **SOUTHEAST MISSOURI UNIVERSITY FOUNDATION BOARD**

\_\_\_\_\_  
Clint E. Karnes, Chairman  
Southeast Missouri University Foundation Board

Date: \_\_\_\_\_



**BOARD OF GOVERNORS**  
**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**I. Motion to be Considered:**

Approve the Amended and Restated Bylaws of the Southeast Missouri University Foundation.


**II. Background:**

Since April 2021, the Foundation Board has been reviewed the Foundation's Bylaws, Board Policies, and Master Operating Agreement. A Task Force of Foundation Board members held extensive discussions through a series of meetings from April through August, and legal counsel was also consulted for recommendations to those changes during this time.

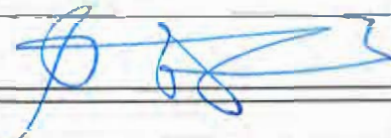
After review and discussion at its meeting on September 13, 2021, the Executive Committee recommended revisions to the Foundation's Bylaws for approval by the full Foundation Board at its next meeting. On October 29, 2021, the Foundation Board unanimously approved the amendments as shown on the attached redline draft.

Pursuant to Article VII of the Bylaws, prior to these changes being adopted, amendments so passed shall be subject to approval by the governing Board of Southeast Missouri State University. In addition to the redlined draft, the final Amended and Restated Bylaws of the Southeast Missouri University Foundation are attached.

**Recommended By:**

Student Government \_\_\_\_\_  
Faculty Senate \_\_\_\_\_  
Administrative Council \_\_\_\_\_  
VP, Enroll. Man. & Stu. Suc. \_\_\_\_\_  
VP, Finance & Admin. \_\_\_\_\_  
VP, University Advancement 

Chairperson \_\_\_\_\_  
Dean \_\_\_\_\_  
Academic Council \_\_\_\_\_  
Provost \_\_\_\_\_

**President** 

**Board Action on:** \_\_\_\_\_  
Motion By: \_\_\_\_\_  
Second By: \_\_\_\_\_  
Vote: Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

Postpone: \_\_\_\_\_  
Amend: \_\_\_\_\_  
Disapprove: \_\_\_\_\_  
Approve: \_\_\_\_\_  
Secretary: \_\_\_\_\_



<b>BOARD OF DIRECTORS MANUAL</b>	<b>Date Issued</b> 6/94	<b>Classification Code</b> 02-00	<b>Page</b> 1 of 1
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<b>BOARD OF DIRECTORS MANUAL</b>	Date Issued 6/94	Classification Code 02-01	Page 1 of 2
	Section By-Laws		
	Subject Name and Incorporation		

## ARTICLE I: NAME AND INCORPORATION

- A. **Name:** The name of this organization is "Southeast Missouri University Foundation," hereinafter designated as the Foundation.
- B. **Nature:** The Foundation is a wholly not-for-profit corporation, organized under the laws of the State of Missouri, and its purposes shall be wholly charitable and educational.
- C. **Objects:**
  1. To solicit, receive, hold and administer gifts for charitable and educational purposes; to act without profit as trustee of educational or charitable trusts; to administer gifts, grants or loans of money or property, real or personal, whether made by or for the benefit of public governmental bodies, state or national, or by or for the benefit of corporations or natural persons, and whether in the form of conventional express trusts or otherwise, to invest and reinvest the funds held in trust; to become a party to contracts, trust instruments and agreements of any type or description, and to buy, sell, lease, own, manage, convey, and mortgage real estate, to grant or acquire easements, or other interests in land, and otherwise to deal in real estate, and to execute negotiable obligations, as trustee or otherwise in order to effectuate either the creation or organization of trusts, or the execution of the purposes thereof.
  2. To represent Southeast Missouri State University, Cape Girardeau, Missouri, (University) on such matters as, but not limited to:
    - a. Soliciting, receiving, holding and administering gifts to be used for and on behalf of the University, its faculty, students and staff.
    - b. Undertaking the major responsibilities for planning, implementing and coordinating fund raising activities on behalf of the University.
    - c. Acting as agent, when requested, for the University in obtaining grants, contracts and awards involving research or scholarly other activities to be performed by Southeast Missouri State the University.





<b>BOARD OF DIRECTORS MANUAL</b>	Date Issued <b>6/94</b>	Classification Code <b>02-01</b>	Page <b>2 of 2</b>
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3. To do such other acts and undertake such other enterprises as in the judgment of the Board of Directors shall tend to promote the interest and welfare of Southeast Missouri State University.

**D. Dissolution:** In the event of the dissolution of the Foundation as a corporation, its assets shall be transferred or conveyed to the ~~Board of Regents governing board of of Southeast Missouri State the~~ University or its successor to be held in trust for the purposes for which they were received, unless such distribution of particular property is prohibited by the terms of the gift thereof or the deed of trust to the Foundation in which event said property shall be distributed to one or more corporations, societies, or organizations which are engaged in substantially similar activities for the purposes specified in the original gift or deed of trust and which have been determined to be exempt organizations under the appropriate section of the Internal Revenue Code, and to be held in trust of the purposes for which they were received.

**E. Certain Limitations on Corporate Activities:** No part of the Foundation's net earnings shall inure to the benefit of any Director or officer of the Foundation or any private individual, except that reasonable compensation by may be paid for services rendered to or for the Corporation in the performance of its corporate purpose. No Director or officer of the Foundation or any private individual shall be entitled to share in the distribution of any of the Foundation's assets on dissolution of the Foundation.

**F. Conflicts of Interest:** A contract or other transaction between the Foundation and a Director or between a Director and a related organization, or between the Foundation and an organization in or of which its Director, officer, or legal representative has a material financial interest, is not void or voidable because the Director or the other organization are parties or because the Director is present at the meeting of the Board or a committee at which the contract or transaction is authorized, approved or ratified if:

(a) The contract or transaction was, and the person asserting the validity of the contract or transaction has the burden of establishing that the contract or transaction was fair and reasonable as to the Foundation when it was authorized, approved, or ratified;

(b) The material facts as to the contract or transaction and as to the Director's interest are fully disclosed or known to the Directors and the contract or transaction is approved in good faith by two-thirds of the Directors entitled to vote, other than the interested Director or Directors;

(c) The material facts as to the contract or transaction and as to the Director's interest are fully disclosed or known to the Board or a committee, and the Board or committee authorizes, approves, or ratifies the contract or transaction in good faith by a two-thirds of

the Board on majority of the Board or committee, but the interested Director may not be counted in determining the presence of a quorum and may not vote.

For purposes of this section:

(a) A Director does not have a material financial interest in a resolution fixing the compensation of the Director or fixing the compensation of another Director as a Director, officer, employee, or agent of the Foundation, even though the first Director is also receiving compensation from the Foundation; and

(b) A Director has a material financial interest in an organization in which the Director, or the spouse, parent, child, spouse of a child, brother, sister, spouse of a brother or sister of the Director has a material financial interest.



<b>BOARD OF DIRECTORS MANUAL</b>	Date Issued <b>6/94</b>	Classification Code <b>02-02</b>	Page <b>1 of 4</b>
	Section <b>By-Laws</b>		
	Subject <b>Board of Dir. &amp; Corp. Organization</b>		

## ARTICLE II: BOARD OF DIRECTORS AND CORPORATE ORGANIZATION

- A. **Corporate Organization:** The affairs of the Foundation shall be managed in accord with the policies and directions established by the Board of Directors, as constituted pursuant to Section C of this Article.
- B. **Functions and Powers:** The functions and powers of the Board of Directors shall be:
1. To establish a continuous development operation for ~~Southeast Missouri State the~~ University, ~~Cape Girardeau, Missouri.~~
  2. To encourage voluntary contributions regularly from alumni, friends, corporations, foundations, and other organizations.
  3. To receive and review from appropriate University sources special needs of Southeast Missouri State University, which it is believed can be met through gifts, grants or bequests and to attempt to secure necessary funds.
  4. To determine the methods of fund solicitation and publicity, and to maintain the active interest of alumni and the public in the Foundation program.
  5. To exercise those powers granted to general not-for-profit corporations as provided in ~~Section 355.090, Revised Statutes of Missouri~~ Missouri Revised Statutes, Chapter 355, Missouri's Nonprofit Corporation Law.
  6. To elect and appoint officers and committees for the proper accomplishment of the Foundation's programs.
- C. **Membership:** There shall be a Board of Directors in such number as the Board may direct.
1. Directors are nominated by the Governance and Nominating Committee and elected by the Directors at a regular or special meeting.
  2. Of this number, five representatives of the Board as follows: President of the University's governing Board of Regents or Designee, University President, Provost, Vice President for Finance and Administration, Treasurer, Alumni Council Association President/Designee. These individuals shall have the right to attend all meetings of the Board; but without shall not have the right to vote.
  - 2.3. There shall also be one faculty member of Southeast Missouri State the University shall be appointed to serve as a member Director of the Board.





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3. ~~The Chairman of the Bootheel Education Advisory Committee or designee shall be a member.~~
4. Two student representatives shall ~~be appointed to serve by the Nominating Committee~~ for a one-year term ~~shall also serve on the board as non-voting members.~~ ~~The appointments~~ Those elected should include one in his/her freshman or sophomore year and one in his/her junior or senior year. ~~an upper and one classman.~~ (2/2009)
5. In addition, there shall be at least 30 but no more than 45 members-at-large of which at least 50%+5 shall be alumni of Southeast Missouri State University ~~and the Board shall have the discretion to name additional members at large.~~
6. Chairmen of ~~such~~ committees of the Foundation Board as shall be named will be members of the Board; ~~and~~ appointed by the Board Chairman, from among the members-at-large as set forth in Article IV. ~~It is further provided that the Chairman may appoint as a committee chairman a present member of said committee who is not a member of the Board. The appointee will then serve as an ex officio member of the Foundation Board.~~

- D. **Tenure:** The term of office of each elected ~~Director~~ shall be three years. All ~~Directors~~ shall be eligible for re-election to a second consecutive three-year term and shall thereafter become eligible for re-election one year after they have last served on the Board. Directors who have served two consecutive three-year terms are eligible for re-appointment as an Emeritus Director in accordance with Section G of this Article.

Exception to this tenure policy may be made for the term of Vice Chairman of the Board. Upon appointment, the Vice Chairman ~~will~~ may serve four consecutive years, two in this capacity and two as Chairman in accordance with the provisions of Article II, Paragraph F.2 immediately below. The required one-year absence from the board after six years of consecutive service may be waived in this instance. (12/98)

- E. **Selections:** ~~These members of the Board not selected by virtue of their office position at the University. All Directors who are not ex officio shall be selected by a the Governance and Nominating Committee and elected by the Board as set forth in Article IV.11, which is appointed by the Chairman of the Board. The composition of the Nominating Committee is Chairman of the Board, Executive Director, and four members of the Board appointed by the Chairman. Future appointments, as well as vacancies, will be filled in the same manner.~~

- F. **Officers:** Officers of the Board of Directors shall consist of Chairman, Vice Chairman, Secretary, and Treasurer.

1. **Chairman:** to be nominated by the Governance and Nominating Committee and elected by the Board from its membership for a two-year term.





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2. **Vice-Chairman:** to be nominated by the Governance and Nominating Committee from among the members-at-large and elected by the Board from its membership and to serve concurrently with the Chairman of the Board. He/she shall perform the duties of the Chairman in the case of his/her absence or inability to serve. The Vice Chairman will be appointed as Board Chairman after serving in this capacity for two years, unless the Vice Chair elects not to or is unable serve based on unforeseen, extenuating circumstances. This may require, as stated in Section D: Tenure, the extension of the traditional term of service of the Vice Chairman. ~~(12/98)~~
3. **Executive Director:** shall be a paid officer of the ~~Board~~ to serve at the pleasure of the Board subject to terms and conditions specified by ~~that body~~ the Board in consultation with University President. Alternatively, the Board may contract with the University to employ a University employee to serve as Executive Director with such powers and duties, and for such period of time as the Board and University President determine. This officer shall be an ex officio non-voting member of the Board.
4. **Secretary:** shall be nominated by the Executive Director, in consultation with University President, and confirmed by a majority of the members of the Board. ~~selected by the Board.~~ The Secretary shall be responsible for giving notice of all meetings of the Board and its committees, setting the agenda and compiling the supporting documents for meetings of the Board in consultation with the Executive Director, recording and maintaining the minutes of any Board or committee meeting. The Secretary shall perform all normal duties incident to his/her office.
5. **Treasurer:** shall be nominated by the Executive Director, in consultation with the University President, and confirmed by a majority of the members of the Board. ~~selected by the Board.~~ ~~the Treasurer of Southeast Missouri State University.~~ The Treasurer shall oversee control of the funds and securities of the Corporation. He/She shall report to the Board of Directors at all meetings thereof, concerning the financial condition of the Corporation and the performance of his/her duties as Treasurer. The Treasurer shall perform all normal duties incident to his/her office.
6. **Vacancies:** In the event of the death, ~~disability~~ inability to serve, resignation or removal of any elected officer from the Board of Directors, the Board shall by majority vote elect a successor to serve out the unexpired term of office.



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7. **Removal of Officers:** Any officer elected by the voting members of the Board ~~of Directors~~ may be removed at any time after consultation with the University President by a vote of a majority of the voting members of the Board ~~of Directors~~, but such removal shall be without prejudice to the contract rights, if any, of such officer. The subject officer shall be entitled to written notice at least thirty (30) days before the meeting at which such removal is to be voted on. He or she shall be entitled to appear before and be heard at such meeting. ~~Any elected officer may be removed for the good of the Foundation by the majority of the Board of Directors provided such officer shall have been notified in writing of the reason why removal will be proposed not less than thirty (30) days before such meeting~~

G. **Honorary Emeritus Directors:** ~~Honorary~~ Honorary Emeritus Directors may be elected by the Board ~~of Directors~~, and shall enjoy all rights and privileges of regularly elected Directors, including the right to attend meetings and to serve on committees except that Honorary Emeritus Directors have no voting powers and will not be considered in determining a quorum. In order to be elected to serve as an Emeritus Director, the individual must have served two consecutive three-year terms as a member of the Board.

H. **Removal of Directors:** Any Director may be removed at any time by a vote of ~~a majority~~ two-thirds of the voting members of the Board of Directors, but such removal shall be without prejudice to the contract rights, if any, of such officer. The subject Director shall be entitled to written notice at least thirty (30) days before the meeting at which such removal is to be voted on. He or she shall be entitled to appear before and be heard at such meeting. ~~Any elected Director may be removed by a majority vote of the members of the Board of Directors, notice of such contemplated action having been given in a previous meeting. The resignation of a Director may be accepted by a majority vote of the Board of Directors.~~





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- I. **Meetings:** Meetings of the Board of Directors, regular or special, may be held at any place, either within or without the State of Missouri, at the office of the Foundation or at such place as may be designated by the Board of Directors either by resolution or by written consent. The Board of Directors shall hold its annual meeting on a date specified by the Board. The Board will have one other a-regularly-scheduled meeting two-times annually. Special meetings of the Board may be held at the call of the Chair, the Executive Director, or upon request of at least 10 Directors. The Executive Director or the Board Secretary shall send written notice of such special meeting to all Directors, along with a statement of the purpose of the meeting, consistent with the notice requirements in Article II, Paragraph J immediately below. No matter may be considered at a special meeting that is not included in the call of that meeting., except by an affirmative vote of the majority of the Directors at the meeting. may be called by the Chairman. A majority of the Board, ~~including proxies,~~ shall constitute a quorum. ~~(6/17/94)~~
- J. **Notice:** Notice of any regular or special meeting shall be given at least 30 days, but no more than 60 days, at least 24 hours in advance of such meeting by written notice other than first class mail, or at least 10 days in advance by electronic, or telephone notice, first class mail, or upon such other notice as may be directed by the ~~Chairman~~ of the Board of Directors. Attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at, and the purpose of any regular or special meeting of the Board of Directors, is to be specified in the notice or waiver of notice of such meeting. ~~(6/17/94)~~
- K. **Alternative Methods:** Members of the Board of Directors or of the Executive Committee or any other committee designated by the Board of Directors may participate in a meeting of the Board or committee by means of conference telephone, computer, or similar communications equipment, whereby all persons participating in the meeting can hear each other, and participation in the meeting in this manner shall constitute presence in person at the meeting. - ~~(6/17/94)~~
- L. **Consent in Writing:** Any action which is required to be or may be taken at a meeting of the Directors or of the Executive Committee or any other committee of the Directors, may be taken without a meeting if consents in writing, setting forth the action so taken, are signed by a two-thirds majority all of the members of the Board or of the committee as the case may be. The consents shall have the same force and effect as a ~~unanimous~~ vote at a meeting duly held and may be stated as such in any certificate or document filed under Chapter 355 RSMo. as amended. The Secretary shall file the consents with the minutes of the meetings of the Board of Directors or the committee, as the case may be. ~~(6/17/94)~~



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### ARTICLE III: EXECUTIVE COMMITTEE

- A. **Definition:** The administrative advisory group, designated to discuss and execute matters of policy and operations relative to development procedures, shall be known as the Executive Committee.
- B. **Functions and Powers:** The functions and powers of the Executive Committee shall be as follows:
1. To represent and act for the Board of Directors between meetings on any matter, such action to be reported to the Board of Directors.
  2. To receive from the development staff special as requested reports on progress of the program and to report such information to the Board of Directors as the Board may require.
  3. To act as an advisory group on matters of policy and procedures and, when indicated, to make recommendations on policy decisions to the Board of Directors.
  4. To advise and counsel the development staff on special problems of procedure that may arise in connection with the programs.
  5. To be appointed to serve on various other committees from time to time. The Chairman shall appoint committees with the advice of the President of the University and the Executive Committee.
- C. **Membership:** The Executive Committee shall consist of the following members of the Board of Directors: Chairman, Vice Chairman, Treasurer, President of the University, and chairmen of various committees appointed by the Chairman of the Board at its annual meeting. The Executive Director, Secretary, Treasurer, President of the University, and the immediate past Chairman of the Board shall be ex officio non-voting members.
- ~~D. **Tenure:** University members shall serve for the terms of their offices. All others shall serve for the duration of their respective appointments to the Executive Committee.~~
- ~~D. E. **Officers:** Officers of the Executive Committee shall consist of the Chairman, Vice Chairman, and Secretary.~~
1. The Chairman of the Board of Directors or his/her designated representative shall act as Chairman of the Executive Committee.



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2. The Vice Chairman of the Board of Directors shall act as Vice Chairman of the Executive Committee.
3. The Secretary of the Board of Directors shall act as Secretary of the Executive Committee.

**F.F.** **Quorum:** A majority of the voting members of the Executive Committee shall constitute a quorum. The act of the majority of the voting members present at a meeting at which a quorum is present shall be the act of the Executive Committee unless the act of a greater number is required by law.

**G.F.** **Meetings:** The Executive Committee shall meet at the discretion of the Chairman. Notice shall be given for such meetings in accordance with the notice required for full Board meetings as set forth in Article II, Paragraph J.

**H.G.** **Informal Action:** Any action required by law to be taken at a meeting of the Executive Committee, or any action which may be taken at a meeting of the Executive Committee, may be taken without a meeting of the Executive Committee if a consent in writing, setting forth the action so taken, shall be signed by all the members of the Executive Committee. ~~(3/98)~~

**I.H.** **Powers and Duties:** Between meetings of the ~~corporation's~~ Foundation's Board of Directors, the Executive Committee shall possess and shall exercise all the powers and duties of the Board of Directors in respect to the affairs of the ~~corporation~~ Foundation except alteration of membership of the Board of Directors or those acts forbidden by law.





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#### ARTICLE IV: ~~STANDING~~ COMMITTEES

- A. **General:** Standing committees of the Board of Directors shall be the committees which are listed as such in the By-Laws. The Board of Directors may create such other committees, standing or temporary, and with such powers or duties, as the Board may deem fit. Members of such committees shall be appointed annually to serve through December 31 of the year for which they are appointed. (5/7/99)
- B. **Election and Appointment:** ~~Members and~~ The chairmen of each standing committees shall be appointed ~~electd~~ by the Chairman of the Board of Directors to a one-year term and shall be eligible for re-election ~~appointment~~. ~~The Chairman of the Board shall have the authority to revoke committee membership at any time and to appoint new committee members or new chairs to fill vacancies. At his/her option, a person serving as chairman of the committee may be known as chairperson.~~ Each committee shall be composed of a minimum of five members of the Board of Directors appointed by the Chair of the Board and a minimum of one University employee who shall serve as a resource person for the committee. Membership on such committees need not be limited to members of the Board, but the chair of such committee shall be a member of the Board. Normally a Board member shall be appointed to only one standing committee. The Chair of the Board shall have the authority to revoke committee membership at any time and to appoint new committee members or new chairs to fill vacancies created by revocation.
- C. **Standing Committees:**
1. ~~Copper Dome Society Committee:~~ to advise and counsel the development staff in the identification of prospects and in securing major gifts through the Copper Dome Society.
  - 1.2. **Finance and Audit Committee:** to oversee and recommend procedures for investment of Foundation assets (including, but not limited to, endowment resources).

To review the budget for the fund raising effort.

To act as an advisory group on matters of property management, including acquisition and disposal of property and, when indicated, to make recommendations to the Board of Directors.

To develop and recommend policy for the annual audit of the Foundation. To review the audit, including the management report, and report findings to the Board of Directors.



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~~3. Resource and Development Committee: responsible for the overriding fund-raising effort of the Foundation. The Chairman of the Resource Development Committee shall serve as a subcommittee chairman and appoint other chairmen for each subcommittee.~~

2. Resource and Development Committee: responsible for the to oversee the overriding fundraising effort of the Foundation to promote, support, and enhance philanthropy in support of Southeast Missouri State University.

~~The committee duties include~~To assist ~~assisting~~ with the cultivation, education, and stewardship of donors.

To ~~serve~~serving as role models by actively participating in philanthropic activities.

~~and educating~~To educate the ~~h~~Board on best practices in engagement and fundraising.

It consists of the following subcommittees which meet jointly and separately as needed:

(a) — ~~Planned Giving Subcommittee: to advise and counsel the development staff on the development and implementation of a planned giving program and to assist in the promulgation of that program to friends and alumni of the University.~~

(b) — ~~Annual Giving Subcommittee: to serve as an advisory group to the Foundation on the solicitation of funds through the mail, tributes, phonathons, etc., and, when indicated, assist in the securing of annual gifts.~~

(c) — ~~Firms and Corporations Subcommittee: to advise the development staff on ways to promote greater awareness of the University's programs and services in the business community and to assist the staff in the securing of gifts and grants from firms and corporations.~~

4. — ~~Planning Committee: to be a recommending body to the Board of Directors on directions, initiatives, and strategic planning. Planning initiatives will be discussed and priorities established for planning purposes.~~

~~To receive from the University, through the Secretary of the Foundation, requests for undesignated and unrestricted Foundation resources; to develop priorities for distribution of Foundation resources and to make recommendations to the Board of Directors.~~

3. Governance and Nominating Committee: ~~shall~~to assist in recruitment, screening, orientation, and training of new Directors, and in assessing the contributions and performance of existing Directors as well as that of the sub-committees, committees and the Board as a whole to identify ways through which the Foundation's work may be enhanced.

~~The committee is charged with compiling and presenting~~To compile and present a Slate of Officers and Directors for nomination to the Board of Directors for a vote of approval at the ~~a~~Annual meeting.

The committee shall be comprised of the Chair of the Board of Directors who shall serve as committee chair, the Executive Director, and a minimum of four additional ~~d~~Directors.





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## ARTICLE V: FINANCES

- A. **General:** The Board of Directors shall have the authority over the management of all funds, securities, properties and assets of the ~~corporation~~ Foundation.
- B. **Funds and Securities:** The funds of the Foundation shall be invested by the Treasurer in compliance with investment policy.
- C. **Auditing of Accounts:** Accounts of the ~~corporation~~ Foundation shall be audited and examined each year by and under supervision of the Finance and Audit Committee, which reports at least annually to the Board of Directors.
- D. **Fiscal Year:** The fiscal year of the Foundation shall begin on the first day of July and terminate on the last day of the following June.
- E. **Surety Bonds:** The Foundation shall maintain fiscal protection against employee dishonesty in an amount no less than the value of the negotiable securities and the total balances in the savings and checking accounts as per the audited statement next preceeding the renewal of such protection. The form of the protection shall be approved by the Board of Directors or the Executive Committee.



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#### **ARTICLE VI: LIABILITY**

No Director shall be personally liable to the Foundation or its members for monetary damages for any breach of fiduciary duty by such Director as a Director. Notwithstanding the foregoing sentence, a Director shall be liable to the extent provided by applicable law (i) for breach of the Director's duty of loyalty to the Foundation, (ii) for acts or omissions not in good faith or which involved intentional misconduct or knowing violation of law, or (iii) for any transaction from which the Director derived an improper personal benefit.

The Foundation may indemnify any Director, Officer or employee for costs, expenses or liabilities incurred as a result of actions taken in the capacity of Director, Officer or employee as is provided for and allowed by the Missouri Nonprofit Corporation Act.

Furthermore, ~~t~~The Foundation shall purchase and maintain through an insurance company licensed to transact business in Missouri, insurance in the minimum aggregate amount of \$3,000,000 on behalf of any person who is or was after the enactment of ~~the this~~ By-Law, a ~~d~~Director, officer, employee or agent of the Foundation; or who is or was after the enactment of this By-Law, serving at the request of the Foundation as a ~~D~~irector, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him/her and incurred by him/her in any such capacity, or arising out of his/her status as such, whether or not the Foundation would have the power to indemnify him/her against such liability under the laws of the State of Missouri.



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## **ARTICLE VII: AMENDMENTS**

Amendments to these By-Laws may be enacted by the Board of Directors at any ~~stated appropriately~~ called and constituted meeting of the Board provided the substance of the proposed amendment is stated in the notice of the meeting. A two-thirds vote of the Board of Directors in attendance shall be necessary to pass an amendment. ~~Amendments so passed shall be subject to approval by the Board of Regents before becoming effective.~~



**SOUTHEAST MISSOURI  
University Foundation**

## **By-Laws**

**Date Issued: 6/1994**

**Amended and Restated: 10/29/2021**

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## **Article I: Name and Incorporation**

- A. Name:** The name of this organization is "Southeast Missouri University Foundation," hereinafter designated as the Foundation.
- B. Nature:** The Foundation is a wholly not-for-profit corporation, organized under the laws of the State of Missouri, and its purposes shall be wholly charitable and educational.
- C. Objects:**
1. To solicit, receive, hold and administer gifts for charitable and educational purposes; to act without profit as trustee of educational or charitable trusts; to administer gifts, grants or loans of money or property, real or personal, whether made by or for the benefit of public governmental bodies, state or national, or by or for the benefit of corporations or natural persons, and whether in the form of conventional express trusts or otherwise, to invest and reinvest the funds held in trust; to become a party to contracts, trust instruments and agreements of any type or description, and to buy, sell, lease, own, manage, convey, and mortgage real estate, to grant or acquire easements, or other interests in land, and otherwise to deal in real estate, and to execute negotiable obligations, as trustee or otherwise in order to effectuate either the creation or organization of trusts, or the execution of the purposes thereof.
  2. To represent Southeast Missouri State University, Cape Girardeau, Missouri, (University) on such matters as, but not limited to:
    - a. Soliciting, receiving, holding and administering gifts to be used for and on behalf of the University, its faculty, students and staff.
    - b. Undertaking the major responsibilities for planning, implementing and coordinating fund raising activities on behalf of the University.
    - c. Acting as agent, when requested, for the University in obtaining grants, contracts and awards involving research or other activities to be performed by the University.
  3. To do such other acts and undertake such other enterprises as in the judgment of the Board of Directors shall tend to promote the interest and welfare of Southeast Missouri State University.
- D. Dissolution:** In the event of the dissolution of the Foundation as a corporation, its assets shall be transferred or conveyed to the governing board of the University or its successor to be held in trust for the purposes for which they were received, unless such distribution of particular property is prohibited by the terms of the gift thereof or the deed of trust to the Foundation in which event said property shall be distributed to one or more corporations, societies, or organizations which are engaged in substantially similar activities for the purposes specified in the original gift or deed of trust and which have been determined to be exempt organizations under the appropriate section of the Internal Revenue Code, and to be held in trust of the purposes for which they were received.

- E. Certain Limitations on Corporate Activities:** No part of the Foundation's net earnings shall inure to the benefit of any Director or officer of the Foundation or any private individual, except that reasonable compensation may be paid for services rendered to or for the Corporation in the performance of its corporate purpose. No Director or officer of the Foundation or any private individual shall be entitled to share in the distribution of any of the Foundation's assets on dissolution of the Foundation.
- F. Conflicts of Interest:** A contract or other transaction between the Foundation and a Director or between a Director and a related organization, or between the Foundation and an organization in or of which its Director, officer, or legal representative has a material financial interest, is not void or voidable because the Director or the other organization are parties or because the Director is present at the meeting of the Board or a committee at which the contract or transaction is authorized, approved or ratified if:
- a. The contract or transaction was, and the person asserting the validity of the contract or transaction has the burden of establishing that the contract or transaction was fair and reasonable as to the Foundation when it was authorized, approved, or ratified;
  - b. The material facts as to the contract or transaction and as to the Director's interest are fully disclosed or known to the Directors and the contract or transaction is approved in good faith by two-thirds of the Directors entitled to vote, other than the interested Director or Directors;
  - c. The material facts as to the contract or transaction and as to the Director's interest are fully disclosed or known to the Board or a committee, and the Board or committee authorizes, approves, or ratifies the contract or transaction in good faith by a two-thirds vote of the Board or committee, but the interested Director may not be counted in determining the presence of a quorum and may not vote.

For purposes of this section:

- (a) A Director does not have a material financial interest in a resolution fixing the compensation of the Director or fixing the compensation of another Director as a Director, officer, employee, or agent of the Foundation, even though the first Director is also receiving compensation from the Foundation; and
- (b) A Director has a material financial interest in an organization in which the Director, or the spouse, parent, child, spouse of a child, brother, sister, spouse of a brother or sister of the Director has a material financial interest.

## **Article II: Board of Directors and Corporate Organization**

- A. Corporate Organization:** The affairs of the Foundation shall be managed in accord with the policies and directions established by the Board of Directors, as constituted pursuant to Section C of this Article.

**B. Functions and Powers:** The functions and powers of the Board of Directors shall be:

1. To establish a continuous development operation for the University.
2. To encourage voluntary contributions regularly from alumni, friends, corporations, foundations, and other organizations.
3. To receive and review from appropriate University sources special needs of Southeast Missouri State University, which it is believed can be met through gifts, grants or bequests and to attempt to secure necessary funds.
4. To determine the methods of fund solicitation and publicity, and to maintain the active interest of alumni and the public in the Foundation program.
5. To exercise those powers granted to general not-for-profit corporations as provided in Missouri Revised Statutes, Chapter 355, Nonprofit Corporation Law.
6. To elect and appoint officers and committees for the proper accomplishment of the Foundation's programs.

**C. Membership:** There shall be a Board of Directors in such number as the Board may direct.

1. Directors are nominated by the Governance and Nominating Committee and elected by the Directors at a regular or special meeting.
2. Of this number, five representatives of Southeast Missouri State University shall be ex officio members of the Board as follows: President of the University's governing board or Designee, University President, Provost, Vice President for Finance and Administration, Alumni Association President/Designee. These individuals shall have the right to attend all meetings of the Board but shall not have the right to vote.
3. One faculty member of the University shall serve as a Director of the Board.
4. Two student representatives shall serve for a one-year term as non-voting members. Those elected should include one in his/her freshman or sophomore year and one in his/her junior or senior year.
5. In addition, there shall be at least 30 but no more than 45 members-at-large of which at least 50% shall be alumni of Southeast Missouri State University.
6. Chairs of committees of the Foundation Board as shall be named will be members of the Board and appointed by the Board from among the members-at-large as set forth in Article IV.

- D. Tenure:** The term of office of each elected Director shall be three years. All Directors shall be eligible for re-election to a second consecutive three-year term and shall thereafter become eligible for re-election one year after they have last served on the Board. Directors who have served two consecutive three-year terms are eligible for appointment as an Emeritus Director in accordance with Section G of this Article.

Exception to this tenure policy may be made for the term of Vice Chair of the Board. Upon appointment, the Vice Chair may serve four consecutive years, two in this capacity and two as Chair in accordance with the provisions of Article II, Paragraph F.2. The required one-year absence from the board after six years of consecutive service may be waived in this instance.

- E. Selections:** All Directors who are not ex officio shall be selected by the Governance and Nominating Committee and elected by the Board as set forth in Article II. Vacancies will be filled in the same manner.

- F. Officers:** Officers of the Board of Directors shall consist of Chair, Vice Chair, Secretary, and Treasurer.

1. **Chair:** to be nominated by the Governance and Nominating Committee and elected by the Board from its membership for a two-year term.
2. **Vice-Chair:** to be nominated by the Governance and Nominating Committee from among the members-at-large and elected by the Board from its membership to serve concurrently with the Chair of the Board. He/she shall perform the duties of the Chair in the case of his/her absence or inability to serve. The Vice Chair will be appointed as Board Chair after serving in this capacity for two years, unless the Vice Chair elects not to or is unable to serve based on unforeseen, extenuating circumstances. This may require, as stated in Section D: Tenure, the extension of the traditional term of service of the Vice Chair.
3. **Executive Director:** shall be a paid officer of the Board to serve at the pleasure of the Board subject to terms and conditions specified by the Board in consultation with University President. The Board may contract with the University to employ a University employee to serve as Executive Director with such powers and duties, and for such period of time as the Board and University President determine. This officer shall be an ex officio non-voting member of the Board.
4. **Secretary:** shall be nominated by the Executive Director, in consultation with University President, and confirmed by a majority of the members of the Board. The Secretary shall be responsible for giving notice of all meetings of the Board and its committees, setting the agenda and compiling the supporting documents for meetings of the Board in consultation with the Executive Director, recording and maintaining the minutes of any Board or committee meeting. The Secretary shall perform all normal duties incident to his/her office.
5. **Treasurer:** shall be nominated by the Executive Director, in consultation with the University President, and confirmed by a majority of the members of the Board. The



Treasurer shall oversee control of the funds and securities of the Corporation. He/She shall report to the Board of Directors at all meetings thereof, concerning the financial condition of the Corporation and the performance of his/her duties as Treasurer. The Treasurer shall perform all normal duties incident to his/her office.

6. **Vacancies:** In the event of the death, inability to serve, resignation or removal of any elected officer from the Board of Directors, the Board shall by majority vote elect a successor to serve out the unexpired term of office.
7. **Removal of Officers:** Any officer elected by the voting members of the Board may be removed at any time after consultation with the University President by a vote of a majority of the voting members of the Board, but such removal shall be without prejudice to the contract rights, if any, of such officer. The subject officer shall be entitled to written notice at least thirty (30) days before the meeting at which such removal is to be voted on. He or she shall be entitled to appear before and be heard at such meeting.
- G. **Emeritus Directors:** Emeritus Directors may be elected by the Board and shall enjoy all rights and privileges of regularly elected Directors, including the right to attend meetings and to serve on committees except that Emeritus Directors have no voting powers and will not be considered in determining a quorum. In order to be elected to serve as an Emeritus Director, the individual must have served two consecutive three-year terms as a member of the Board.
- H. **Removal of Directors:** Any Director may be removed at any time by a vote of two-thirds of the voting members of the Board of Directors, but such removal shall be without prejudice to the contract rights, if any, of such officer. The subject Director shall be entitled to written notice at least thirty (30) days before the meeting at which such removal is to be voted on. He or she shall be entitled to appear before and be heard at such meeting.
- I. **Meetings:** Meetings of the Board of Directors, regular or special, may be held at any place, either within or without the State of Missouri, at the office of the Foundation or at such place as may be designated by the Board of Directors either by resolution or by written consent. The Board of Directors shall hold its annual meeting on a date specified by the Board. The Board will have one other regularly-scheduled meeting annually. Special meetings of the Board may be held at the call of the Chair, the Executive Director, or upon request of at least 10 Directors. The Executive Director or the Board Secretary shall send written notice of such special meeting to all Directors, along with a statement of the purpose of the meeting, consistent with the notice requirements in Article II, Paragraph J immediately below. No matter may be considered at a special meeting that is not included in the call of that meeting. A majority of the Board shall constitute a quorum.
- J. **Notice:** Notice of any regular or special meeting shall be given at least 30 days, but no more than 60 days, in advance of such meeting by written notice other than first class mail, or at least 10 days in advance by electronic, telephone notice, first class mail, or upon such other notice as may be directed by the Chair of the Board of Directors. Attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting

for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at, and the purpose of any regular or special meeting of the Board of Directors, is to be specified in the notice or waiver of notice of such meeting.

- K. Alternative Methods:** Members of the Board of Directors or of the Executive Committee or any other committee designated by the Board of Directors may participate in a meeting of the Board or committee by means of conference telephone, computer, or similar communications equipment, whereby all persons participating in the meeting can hear each other, and participation in the meeting in this manner shall constitute presence in person at the meeting.
- L. Consent in Writing:** Any action which is required to be or may be taken at a meeting of the Directors or of the Executive Committee or any other committee of the Directors, may be taken without a meeting if consents in writing, setting forth the action so taken, are signed by a two-thirds majority of the members of the Board or of the committee as the case may be. The consents shall have the same force and effect as a vote at a meeting duly held and may be stated as such in any certificate or document filed under Chapter 355 RSMo. as amended. The Secretary shall file the consents with the minutes of the meetings of the Board of Directors or the committee, as the case may be.

### **Article III: Executive Committee**

- A. Definition:** The administrative advisory group, designated to discuss and execute matters of policy and operations relative to development procedures, shall be known as the Executive Committee.
- B. Functions and Powers:** The functions and powers of the Executive Committee shall be as follows:
  - 1. To represent and act for the Board of Directors between meetings on any matter, such action to be reported to the Board of Directors.
  - 2. To receive from the development staff as requested reports on progress of the program and to report such information to the Board of Directors as the Board may require.
  - 3. To act as an advisory group on matters of policy and procedures and, when indicated, to make recommendations on policy decisions to the Board of Directors.
  - 4. To advise and counsel the development staff on special problems of procedure that may arise in connection with the programs.
  - 5. To serve on various other committees from time to time. The Chair shall appoint committees with the advice of the President of the University and the Executive Committee.
- C. Membership:** The Executive Committee shall consist of the following members of the Board of Directors: Chair, Vice Chair, and chairs of various committees appointed by the Board at its

annual meeting. The Executive Director, Secretary, Treasurer, President of the University, and the immediate past Chair of the Board shall be ex officio non-voting members.

- D. Officers:** Officers of the Executive Committee shall consist of the Chair, Vice Chair, and Secretary.
1. The Chair of the Board of Directors or his/her designated representative shall act as Chair of the Executive Committee.
  2. The Vice Chair of the Board of Directors shall act as Vice Chair of the Executive Committee.
  3. The Secretary of the Board of Directors shall act as Secretary of the Executive Committee.
- E. Quorum:** A majority of the voting members of the Executive Committee shall constitute a quorum. The act of the majority of the voting members present at a meeting at which a quorum is present shall be the act of the Executive Committee unless the act of a greater number is required by law.
- F. Meetings:** The Executive Committee shall meet at the discretion of the Chairman. Notice shall be given for such meetings in accordance with the notice required for full Board meetings as set forth in Article II, Paragraph J.
- G. Informal Action:** Any action required by law to be taken at a meeting of the Executive Committee, or any action which may be taken at a meeting of the Executive Committee, may be taken without a meeting of the Executive Committee if a consent in writing, setting forth the action so taken, shall be signed by all the members of the Executive Committee.
- H. Powers and Duties:** Between meetings of the Foundation's Board of Directors, the Executive Committee shall possess and shall exercise all the powers and duties of the Board of Directors in respect to the affairs of the Foundation except alteration of membership of the Board of Directors or those acts forbidden by law.

#### **Article IV: Committees**

- A. General:** Standing committees of the Board of Directors shall be the committees which are listed as such in the By-Laws. The Board of Directors may create such other committees, standing or temporary, and with such powers or duties, as the Board may deem fit.
- B. Election and Appointment:** The chair of each committee shall be elected by the Board of Directors to a one-year term and shall be eligible for re-election. Each committee shall be composed of a minimum of five members of the Board of Directors appointed by the Chair of the Board and a minimum of one University employee who shall serve as a resource person for the committee. Membership on such committees need not be limited to members of the Board, but the chair of such committee shall be a member of the Board. Normally a Board member shall be appointed to only one standing committee. The Chair of the Board shall have the authority to

revoke committee membership at any time and to appoint new committee members or new chairs to fill vacancies created by revocation.

**C. Standing Committees:**

1. **Finance and Audit Committee:** to oversee and recommend procedures for investment of Foundation assets (including, but not limited to, endowment resources).

To review the budget for the fund raising effort.

To act as an advisory group on matters of property management, including acquisition and disposal of property and, when indicated, to make recommendations to the Board of Directors.

To develop and recommend policy for the annual audit of the Foundation. To review the audit, including the management report, and report findings to the Board of Directors.

2. **Resource and Development Committee:** to oversee the overriding fundraising effort of the Foundation to promote, support, and enhance philanthropy in support of Southeast Missouri State University.

To assist with the cultivation, education, and stewardship of donors.

To serve as role models by actively participating in philanthropic activities.

To educate the Board on best practices in engagement and fundraising.

3. **Governance and Nominating Committee:** to assist in recruitment, screening, orientation, and training of new Directors, and in assessing the contributions and performance of existing Directors as well as that of the sub-committees, committees and the Board as a whole to identify ways through which the Foundation's work may be enhanced.

To compile and present a Slate of Officers and Directors for nomination to the Board of Directors for a vote of approval at the annual meeting.

The committee shall be comprised of the Chair of the Board of Directors who shall serve as committee chair, the Executive Director, and a minimum of four additional Directors.

## **Article V: Finances**

- A. **General:** The Board of Directors shall have the authority over the management of all funds, securities, properties and assets of the Foundation.

- B. **Funds and Securities:** The funds of the Foundation shall be invested by the Treasurer in compliance with investment policy.

- C. **Auditing of Accounts:** Accounts of the Foundation shall be audited and examined each year by and under supervision of the Finance and Audit Committee, which reports at least annually to the Board of Directors.
- D. **Fiscal Year:** The fiscal year of the Foundation shall begin on the first day of July and terminate on the last day of the following June.
- E. **Surety Bonds:** The Foundation shall maintain fiscal protection against employee dishonesty in an amount no less than the value of the negotiable securities and the total balances in the savings and checking accounts as per the audited statement next preceding the renewal of such protection. The form of the protection shall be approved by the Board of Directors or the Executive Committee.

## **Article VI: Liability**

No Director shall be personally liable to the Foundation or its members for monetary damages for any breach of fiduciary duty by such Director as a Director. Notwithstanding the foregoing sentence, a Director shall be liable to the extent provided by applicable law (i) for breach of the Director's duty of loyalty to the Foundation, (ii) for acts or omissions not in good faith or which involved intentional misconduct or knowing violation of law, or (iii) for any transaction from which the Director derived an improper personal benefit.

The Foundation may indemnify any Director, Officer or employee for costs, expenses or liabilities incurred as a result of actions taken in the capacity of Director, Officer or employee as is provided for and allowed by the Missouri Nonprofit Corporation Act.

Furthermore, the Foundation shall purchase and maintain through an insurance company licensed to transact business in Missouri, insurance in the minimum aggregate amount of \$3,000,000 on behalf of any person who is or was after the enactment of this By-Law, a Director, officer, employee or agent of the Foundation; or who is or was after the enactment of this By-Law, serving at the request of the Foundation as a Director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him/her and incurred by him/her in any such capacity, or arising out of his/her status as such, whether or not the Foundation would have the power to indemnify him/her against such liability under the laws of the State of Missouri.

## **Article VII: Amendments**

Amendments to these By-Laws may be enacted by the Board of Directors at any appropriately called and constituted meeting of the Board provided the substance of the proposed amendment is stated in the notice of the meeting. A two-thirds vote of the Board of Directors in attendance shall be necessary to pass an amendment.



**BOARD OF GOVERNORS**

**MOTION CONSIDERATION FORM**

**December 17, 2021**

**Open Session**

**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 Governors were executed:

<b>PROJECT</b>	<b>ANTICIPATED COMPLETION</b>	<b>VENDOR</b>	<b>AWARD AMOUNT</b>
Houck Stadium South Sideline Renovations – Phase I (A/E Contract)	Fall 2022	Hollis + Miller	\$1,490,959
Houck Stadium South Sideline Demolition Contract	January 2022	Fager-McGee	\$674,800
Cultural Arts Center Retro Commissioning	December 2021	Bernhard TME	\$160,000
Johnson Hall Roof Replacement	Summer 2022	Shay Roofing	\$255,675
Vandiver Hall Shower Replacement (A/E Contract)	Summer 2023	Lawrence Group	\$122,500

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

**A. STATE FUNDED CAPITAL IMPROVEMENT PROJECTS**

<b>PROJECT</b>	<b>ANTICIPATED COMPLETION</b>	<b>STATUS</b>
Tunnel 10,14,15,16,25 Repair/ Replacement	2 Phases by Fall 2023	Tunnel 10 removed from scope of project. Bid date scheduled for February 2022.

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

<b>PROJECT</b>	<b>ANTICIPATED COMPLETION</b>	<b>STATUS</b>
Flooring Replacement at Vandiver Hall and Group Housing	Winter 2021	Project is substantially complete. Contractor shorted tile order for seven student rooms at Vandiver. Temporary plank flooring installed; contractor will replace during Winter Break.

PROJECT	ANTICIPATED COMPLETION	STATUS
Bookstore Renovation (Follett)	Summer 2022	Renovation of entry and addition of a fitting room. Working through design with Follett)
General Construction Contract 2021	Multiple project 2021/2022	Group Housing H Drywall \$5,125 – Complete. Houck North Press Box Renovation \$43,430 – Complete. Laferla 120 ADA Door Operator \$26,200 – Complete. Towers Drive Traffic Delineators Installation \$4,900 – Target Completion 12/17/2021
General Electrical Contract 2021	Multiple projects 2021/2022	Houck Scoreboard Wiring Repair \$2638 – Complete. Tennis Court Lighting Upgrade \$48,754 – Target Completion 12/31/2021. Horticulture Greenhouse Generator Installation \$44,043 – Target Completion 3/11/22.
General Plumbing Contract 2021	Multiple projects 2021/2022	Towers Watermain Repair \$12,557 – Complete.
Group Housing French Door Replacement	Summer 2022	Professional services contract in draft.
Hydration Station Installation (Campus Wide)	October/November 2021	Project is complete and under warranty.
Johnson Hall Roof Replacement	Summer 2022	Contract awarded to Shay Roofing.
Law Enforcement Academy South Parking Lot Upgrades		On hold.
River Campus Arts Expansion	December 2021/January 2022	Move in progress.
Renovate Rowdy's	Summer 2022	Design documents being prepared by Chartwells for University review.
Central Chiller – Towers 1&2 Repairs	December 2021	Notice to Proceed sent to Midwest Machinery.
Starbucks Sound System and Furniture Upgrades	Fall 2021	New and reupholstered furniture installation during winter break. Sound system is complete.
Vandiver Hall Shower Replacement	Summer 2023	A/E contract awarded to Lawrence Group.

*Note: Shading indicates completed projects.*

## FY22 UNIVERSITY OPERATING BUDGET TO ACTUAL YTD

**ALL FUNDS**  
**Through November 30, 2021**

	<b>FY22 Appr Budget</b>	<b>FY22 Nov Budget</b>	<b>FY22 YTD</b>	<b>FY21 YTD</b>
<b>ESTIMATED INCOME:</b>				
STATE APPROPRIATIONS:	\$ 46,149,699	\$ 19,229,041	\$ 19,229,045	\$ 16,387,950
STUDENT FEES:				
Tuition	70,452,412	36,662,396	37,310,003	35,126,110
Scholarships and Fee Waivers	(23,647,618)	(11,930,671)	(13,044,493)	(13,186,550)
Net Tuition (Gross Tuition less Scholarships & Fee Waivers)	\$ 46,804,794	\$ 24,731,725	\$ 24,265,511	\$ 21,939,560
Student Fees	9,849,640	4,881,906	5,365,219	6,334,927
TUITION AND STUDENT FEES:	\$ 56,654,434	\$ 29,613,631	\$ 29,630,730	\$ 28,274,487
OTHER SOURCES:				
Investment Income	140,000	20,833	75,977	59,246
State Grants and Contracts	528,405	220,169	220,170	220,170
Sales and Services of Academic Departments	2,856,054	1,215,648	1,109,041	906,731
Sales and Services of Non-Academic Departments	27,950,961	13,349,722	14,166,232	13,467,158
Foundation Support	1,238,522	235,000	176,961	139,488
Athletics Revenues	1,654,656	655,000	21,551	-
Miscellaneous Income	7,055,364	3,090,939	3,108,859	2,936,836
TOTAL OTHER SOURCES:	\$ 41,423,962	\$ 18,787,311	\$ 18,878,791	\$ 17,729,628
<b>TOTAL ESTIMATED INCOME:</b>	<b>\$ 144,228,095</b>	<b>\$ 67,629,983</b>	<b>\$ 67,738,565</b>	<b>\$ 62,392,065</b>
<b>ESTIMATED EXPENDITURES:</b>				
PERSONNEL:				
Faculty/Staff	63,959,302	26,132,226	23,592,138	24,078,918
Benefits	25,360,839	10,424,435	9,173,276	9,429,327
Student Labor	3,127,041	1,282,087	993,078	1,059,667
TOTAL PERSONNEL:	\$ 92,447,182	\$ 37,838,748	\$ 33,758,492	\$ 34,567,912
TOTAL EQUIPMENT AND OPERATIONS:	\$ 37,985,704	15,827,377	15,167,925	\$ 15,483,107
<b>TOTAL ESTIMATED EXPENDITURES:</b>	<b>\$ 130,432,886</b>	<b>\$ 53,666,125</b>	<b>\$ 48,926,416</b>	<b>\$ 50,051,018</b>
DEBT SERVICE TRANSFERS:	10,000,953	1,450,000	1,479,458	2,749,508
OPERATING TRANSFERS, NET:	871,865	997,365	(1,265,522)	(1,929,769)
<b>TOTAL ESTIMATED NET TRANSFERS OUT/(IN):</b>	<b>\$ 10,872,818</b>	<b>\$ 2,447,365</b>	<b>\$ 213,937</b>	<b>\$ 819,739</b>
<b>SURPLUS/(DEFICIT):</b>	<b>\$ 2,922,391</b>	<b>\$ 11,516,493</b>	<b>\$ 18,598,212</b>	<b>\$ 11,521,308</b>



**FY22 UNIVERSITY OPERATING BUDGET TO YTD (SUMMARY)**  
**Budget and Expenses through November 30, 2021**

**Education and General**

	<b>FY22 Appr Bud</b>	<b>Nov Budget</b>	<b>November YTD FY22 YTD</b>	<b>FY21</b>
<b>ESTIMATED INCOME:</b>				
STATE APPROPRIATIONS:	\$ 46,149,699	\$ 19,229,041	\$ 19,229,045	\$ 16,387,950
STUDENT FEES:				
Tuition	69,884,412	36,379,646	37,050,457	34,823,894
Scholarships and Fee Waivers	(17,541,495)	(8,877,609)	(10,020,824)	(10,203,575)
Net Tuition	\$ 52,342,917	\$ 27,502,037	\$ 27,029,633	\$ 24,620,319
Student Fees	6,631,040	3,309,366	3,766,690	4,481,689
TOTAL TUITION AND STUDENT FEES:	\$ 58,973,957	\$ 30,811,403	\$ 30,796,323	\$ 29,102,008
OTHER SOURCES:				
Investment Income	135,000	20,833	75,977	59,246
State Grants and Contracts	-	-	-	-
Sales and Services of Academic Departments	322,060	134,192	120,545	94,000
Sales and Services of Non-Academic Departments	143,900	59,958	232,582	293,828
Foundation Support	556,520	170,000	156,806	139,401
Athletics Revenues	-	-	-	-
Miscellaneous Income	1,816,216	793,590	965,777	824,790
TOTAL OTHER SOURCES:	\$ 2,973,696	\$ 1,178,573	\$ 1,551,686	\$ 1,411,265
<b>TOTAL ESTIMATED INCOME:</b>	<b>\$ 108,097,352</b>	<b>\$ 51,219,017</b>	<b>\$ 51,577,054</b>	<b>\$ 46,901,223</b>
<b>ESTIMATED EXPENDITURES :</b>	<b>FY22 Appr Bud</b>	<b>Nov Budget</b>	<b>FY22 YTD</b>	<b>FY21</b>
PERSONNEL:				
Faculty/Staff	54,230,157	22,079,465	20,021,686	20,416,274
Benefits	18,949,875	7,753,200	7,094,265	7,166,694
Student Labor	1,614,369	661,891	526,738	634,154
TOTAL PERSONNEL:	\$ 74,794,401	\$ 30,494,556	\$ 27,642,689	\$ 28,217,122
TOTAL EQUIPMENT AND OPERATIONS:	\$ 19,810,879	\$ 8,254,533	\$ 8,332,498	\$ 9,332,119
<b>TOTAL ESTIMATED EXPENDITURES:</b>	<b>\$ 94,605,280</b>	<b>\$ 38,749,089</b>	<b>\$ 35,975,188</b>	<b>\$ 37,549,241</b>
DEBT SERVICE TRANSFERS:	3,702,000	350,000	363,472	1,851,342
OPERATING TRANSFERS, NET:	6,867,681	\$ 6,867,681	\$ 6,965,937	4,794,795
<b>TOTAL ESTIMATED TRANSFERS OUT/(IN):</b>	<b>\$ 10,569,681</b>	<b>\$ 7,217,681</b>	<b>\$ 7,329,409</b>	<b>\$ 6,646,137</b>
<b>SURPLUS/(DEFICIT):</b>	<b>\$ 2,922,391</b>	<b>\$ 5,252,247</b>	<b>\$ 8,272,457</b>	<b>\$ 2,705,846</b>

**FY22 UNIVERSITY OPERATING BUDGET TO YTD (SUMMARY)**  
**Budget and Expenses through November 30, 2021**

**Auxiliary Funds**

	November YTD			
	FY22 Appr Bud	Nov Budget	FY22 YTD	FY21
<b>ESTIMATED INCOME:</b>				
STATE APPROPRIATIONS:	\$ -	\$ -	\$ -	\$ -
STUDENT FEES:				
Tuition	-	-	-	-
Scholarships and Fee Waivers	(2,219,420)	(1,109,710)	(1,141,018)	(1,089,508)
Net Tuition	\$ (2,219,420)	\$ (1,109,710)	\$ (1,141,018)	\$ (1,089,508)
Student Fees	1,841,000	920,250	975,036	1,121,824
TOTAL TUITION AND STUDENT FEES:	\$ (378,420)	\$ (189,460)	\$ (165,982)	\$ 32,315
OTHER SOURCES:				
Investment Income	5,000	-	-	-
State Grants and Contracts	-	-	-	-
Sales and Services of Academic Departments	-	-	-	-
Sales and Services of Non-Academic Departments	26,550,810	12,718,968	13,404,789	12,823,811
Foundation Support	182,748	-	-	-
Athletics Revenues	-	-	-	-
Miscellaneous Income	2,444,942	1,140,388	1,002,236	899,141
TOTAL OTHER SOURCES:	\$ 29,183,500	\$ 13,859,356	\$ 14,407,025	\$ 13,722,951
<b>TOTAL ESTIMATED INCOME:</b>	<b>\$ 28,805,080</b>	<b>\$ 13,669,896</b>	<b>\$ 14,241,043</b>	<b>\$ 13,755,266</b>
<b>ESTIMATED EXPENDITURES :</b>	<b>FY22 Appr Bud</b>	<b>Nov Budget</b>	<b>FY22 YTD</b>	<b>FY21</b>
PERSONNEL:				
Faculty/Staff	3,856,453	1,605,806	1,326,771	1,369,477
Benefits	1,752,972	730,405	582,654	640,834
Student Labor	1,071,237	439,207	300,991	284,929
TOTAL PERSONNEL:	\$ 6,680,662	\$ 2,775,419	\$ 2,210,416	\$ 2,295,240
TOTAL EQUIPMENT AND OPERATIONS:	\$ 13,629,791	\$ 5,679,080	\$ 4,598,345	\$ 4,727,916
<b>TOTAL ESTIMATED EXPENDITURES:</b>	<b>\$ 20,310,453</b>	<b>\$ 8,454,498</b>	<b>\$ 6,808,761</b>	<b>\$ 7,023,156</b>
DEBT SERVICE TRANSFERS:	6,298,953	1,100,000	1,115,987	898,167
OPERATING TRANSFERS, NET:	2,195,674	2,195,674	(78,951)	977,658
<b>TOTAL ESTIMATED TRANSFERS OUT/(IN):</b>	<b>\$ 8,494,627</b>	<b>\$ 3,295,674</b>	<b>\$ 1,037,036</b>	<b>\$ 1,875,825</b>
<b>SURPLUS/(DEFICIT):</b>	<b>\$ -</b>	<b>\$ 1,919,724</b>	<b>\$ 6,395,246</b>	<b>\$ 4,856,285</b>

**FY22 UNIVERSITY OPERATING BUDGET TO YTD (SUMMARY)**  
**Budget and Expenses through November 30, 2021**

**Designated Funds**

	<b>FY22 Appr Bud</b>	<b>Nov Budget</b>	<b>FY22 YTD</b>	<b>November YTD FY21</b>
<b>ESTIMATED INCOME:</b>				
STATE APPROPRIATIONS:	\$ -	\$ -	\$ -	\$ -
STUDENT FEES:				
Tuition	568,000	282,750	259,546	302,217
Scholarships and Fee Waivers	(3,886,703)	(1,943,352)	(1,882,651)	(1,893,467)
Net Tuition	\$ (3,318,703)	\$ (1,660,602)	\$ (1,623,104)	\$ (1,591,250)
Student Fees	1,377,600	652,290	623,493	731,414
TOTAL TUITION AND STUDENT FEES:	\$ (1,941,103)	\$ (1,008,312)	\$ (999,611)	\$ (859,836)
OTHER SOURCES:				
Investment Income	-	-	-	-
State Grants and Contracts	528,405	220,169	220,170	220,170
Sales and Services of Academic Departments	2,533,994	1,081,456	988,496	812,730
Sales and Services of Non-Academic Departments	1,256,251	570,796	528,861	349,519
Foundation Support	499,254	65,000	20,155	87
Athletics Revenues	1,654,656	655,000	21,551	-
Miscellaneous Income	2,794,206	1,156,961	1,140,846	1,212,905
TOTAL OTHER SOURCES:	\$ 9,266,766	\$ 3,749,382	\$ 2,920,080	\$ 2,595,412
<b>TOTAL ESTIMATED INCOME:</b>	\$ 7,325,663	\$ 2,741,070	\$ 1,920,469	\$ 1,735,576
<b>ESTIMATED EXPENDITURES :</b>	<b>FY22 Appr Bud</b>	<b>Nov Budget</b>	<b>FY22 YTD</b>	<b>FY21</b>
PERSONNEL:				
Faculty/Staff	5,872,692	2,446,955	2,243,681	2,293,167
Benefits	4,657,992	1,940,830	1,496,357	1,621,799
Student Labor	441,435	180,988	165,349	140,583
TOTAL PERSONNEL:	\$ 10,972,119	\$ 4,568,773	\$ 3,905,386	\$ 4,055,549
TOTAL EQUIPMENT AND OPERATIONS:	\$ 4,545,034	\$ 1,893,764	\$ 2,237,081	\$ 1,423,072
<b>TOTAL ESTIMATED EXPENDITURES:</b>	\$ 15,517,153	\$ 6,462,538	\$ 6,142,467	\$ 5,478,621
DEBT SERVICE TRANSFERS:	-	-	-	-
OPERATING TRANSFERS, NET:	(8,191,490)	(8,065,990)	(8,152,508)	(7,702,222)
<b>TOTAL ESTIMATED TRANSFERS OUT/(IN):</b>	\$ (8,191,490)	\$ (8,065,990)	\$ (8,152,508)	\$ (7,702,222)
<b>SURPLUS/(DEFICIT):</b>	\$ -	\$ 4,344,522	\$ 3,930,509	\$ 3,959,177

**MINUTES OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
FINANCE & AUDIT COMMITTEE  
HELD ON THE  
THIRTIETH DAY OF AUGUST 2021**

The Finance and Audit Committee for the Board of Governors of Southeast Missouri State University convened on Monday, August 30, 2021, at approximately 12:00 p.m., in Academic Hall, Room 143, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Committee Chair Mrs. Tina L. Klocke called the meeting to order. Committee members appointed by the President of the Board of Governors present were: Mr. James P. Limbaugh and Mr. Lloyd F. Smith. Governor Klocke welcomed those in attendance and outlined the agenda for the meeting for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; Dr. Brad Sheriff, Vice President for Finance and Administration; and Mr. Christopher R. Martin, Board Secretary. Governor Klocke presided.

The agenda for the meeting focused on a review of the Committee charge included in the Adopted and Restated By-Laws of the Board of Governors of Southeast Missouri State University and a discussion on how the Committee desires to operate going forward.

The Committee focused their initial discussion on operations considerations for future meeting. Members expressed desire that the Committees serve to give Board members a more in-depth understanding of certain issues to help them educate their colleagues and to facilitate discussion at board meetings. While there was a shared desire for the Committee to drill further into issues related to finance, Committee members expressed an interest in still hearing updates on other items pertinent to the University so that they can dutifully execute their responsibilities.

The Committee then turned to a brief discussion on frequency of meetings. Members talked about the purpose of the committee, which many felt is to provide financial oversight to the institution and to support key functions like audits, tuition and fee setting, budget planning, and how the institution is progressing toward goals, objections and action in the institutional strategic action plan. If members gain deeper understanding on these and other topics throughout the year, they will be better positioned to help supplement administration's comments when a particular item is presented at a board meeting. These comments prompted a question about how frequently the Committee should meet. One opinion was quarterly, another was to build a calendar around key items during the year such as a meeting in October or November to meet with auditors and in the spring to review tuition and budget matters.

For the remainder of the meeting, the Committee discussed whether there is need to develop a formal Committee Charter. Members agreed they would like to develop one. Some of the roles and responsibilities that could be incorporated into a Charter include, but are not limited to budget, tuition and fees, room and board, tenure and promotion, salary recommendations,

bargaining unit agreements, strategic action plan initiatives, audits, credit ratings, and internal controls.

In concluding the meeting, Governor Klocke summarized next steps and stated that she would work with Secretary Martin to develop a draft Committee Charter for review at the Committee's next meeting. She announced that the Committee's next meeting would be Monday, September 20, 2020 at 9:00 a.m.

The meeting concluded at approximately 1:15 p.m.

Respectfully submitted,

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Christopher R. Martin  
Secretary, Board of Governors

**MINUTES OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
FINANCE & AUDIT COMMITTEE  
HELD ON THE  
TWENTIETH DAY OF SEPTEMBER 2021**

The Finance and Audit Committee for the Board of Governors of Southeast Missouri State University convened on Monday, September 20, 2021, at approximately 9:00 a.m., in Academic Hall, Room 143, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Committee Chair Mrs. Tina L. Klocke called the meeting to order. Committee members appointed by the President of the Board of Governors present were: Mr. James P. Limbaugh and Mr. Lloyd F. Smith. Governor Klocke welcomed those in attendance and outlined the agenda for the meeting for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; Dr. Brad Sheriff, Vice President for Finance and Administration; and Mr. Christopher R. Martin, Board Secretary. Governor Klocke presided.

The first order of business included a review of minutes from the Committee's August 30, 2021, meeting. The minutes were approved.

The second order of business focused on a review of a draft Committee Charter that was prepared by Board Secretary Martin. In discussing the draft Charter, Governor Klocke offered some comments about the importance of a Charter and noted that the draft was prepared after reviewing examples from other institutions of higher education and professional organizations, such as accounting firms and the Association of Governing Boards (AGB) that provide support to governing boards. After review of the draft Charter, there were minor edits were suggested to sections of it listing a staff designee and outlining meeting frequency. Board Secretary Martin will incorporate the requested revisions into a new draft for the Committee to consider at a future meeting.

The final item on the Committee's agenda was a work session to review the agendas for the Board of Governors September 23<sup>rd</sup> Retreat and September 24<sup>th</sup> meeting.

The meeting concluded at approximately 11:00 a.m.

Respectfully submitted,

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Christopher R. Martin  
Secretary, Board of Governors

**MINUTES OF THE  
SOUTHEAST MISSOURI STATE UNIVERSITY  
BOARD OF GOVERNORS  
FINANCE & AUDIT COMMITTEE  
HELD ON THE  
THIRTIETH DAY OF NOVEMBER 2021**

The Finance and Audit Committee for the Board of Governors of Southeast Missouri State University convened on Tuesday, November 30, 2021, at approximately 12:00 p.m., in Academic Hall, Room 143, on the campus of Southeast Missouri State University in Cape Girardeau, MO. Committee Chair Mrs. Tina L. Klocke called the meeting to order. Committee members appointed by the President of the Board of Governors present were: Mr. James P. Limbaugh and Mr. Lloyd F. Smith. Governor Klocke welcomed those in attendance and outlined the agenda for the meeting for the meeting.

Also present were: Dr. Carlos Vargas, President of Southeast Missouri State University; Dr. Brad Sheriff, Vice President for Finance and Administration; and Mr. Christopher R. Martin, Board Secretary. Mr. Ted Williamson and Ms. Brandi Lawyer from RubinBrown also attended. Governor Klocke presided.

The first order of business included a review of minutes from the Committee's September 20, 2021, meeting. The Committee accepted the minutes as written.

The final item of business included a work session to review draft audit reports prepared by the University's external auditors, RubinBrown. Governor Klocke noted that the audit reports will be presented to the full Board of Governors for approval at the Board's December 17 meeting.

In brief summary, Mr. Williamson and Ms. Lawyer commented on the following reports: Annual Financial Audit, Single Audit, Systems Facilities Report, and report related to NCAA matters. Mr. Williamson noted that the NCAA item is only informational, and it will not be an action item for the full board at its December 17 meeting. He went on to state that the firm's work includes issuing an unmodified opinion of the University's financial statement for the year ended June 30, 2021, as well as an unmodified opinion for the Systems Facilities Report. Mr. Williamson shared that there were no significant changes to accounting policies in 2021, that all disclosures were reasonable and appropriate, and that there were no issues or disagreements with management during the process. Mr. Williamson advised the Committee that the audit report will include one finding related to the reporting requirements for the Higher Education Emergency Relief Funds. There was discussion with Committee members regarding this issue and information provided by Dr. Sheriff to inform that it has been addressed on a go forward basis.

Following Mr. Williamson's comments, Ms. Lawyer shared some observations from the University's schedule of assets, schedule of liabilities and deferred outflows, schedule of revenues, schedule of expenses, and debt service coverage ratio. Regarding debt service, Governors Smith and Limbaugh sought clarification about the University's capacity and how the ratio has changed over time.

After a review of the material, the Committee asked University President Vargas and Vice President Sheriff to briefly leave the meeting so they could have brief conversation with the auditors outside of management focusing on some follow-ups from the auditors presentation.

Upon the return of University President Vargas and Vice President, the Committee talked briefly about the December 17 Board meeting and Governor Klocke reminded members that the next Committee meeting is December 13.

The meeting concluded at approximately 1:08 p.m.

Respectfully submitted,

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Christopher R. Martin  
Secretary, Board of Governors



# **Attachment S**

## **2022 BOG Meeting Dates**

**Holder**