



SOUTHEAST MISSOURI STATE UNIVERSITY • 1873

BOARD OF REGENTS MEETING 9:30 a.m., Friday, February 21, 2020 Academic Hall Board of Regents Room*

[Open Session Agenda](#)

Welcome, Call to Order and Roll Call

Swearing-in Ceremony for Vivek Malik, New Member of the Board Regents

ACTION ITEMS:

- 1-O. Consideration of Approval of Minutes for:
Open Session Meeting of December 13, 2019

Attachment

iPad
Page #

A

REPORT ITEM:

- 2-O. University President's Report

verbal

ACTION ITEMS:

- 3-O. Consideration of Approval of Resolutions of Honor for Retirees
- 4-O. Consideration of Approval of Academic Program Changes
- A. Change the current BS in Human Environmental Studies option to stand alone programs within different departments
 - B. Combine the Elementary School Administration MA and the Secondary School Administration MA in one MA degree titled Educational Leadership
 - C. Delete BSED in Physics Education: Unified Science Program

B

C

5-O. Consideration of Motion for “Closed Session for Appropriate Considerations:”

- 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 610.021.3 – pertaining to the hiring, firing, disciplining or promotion of personnel
- C. RSMo 610.021.13 – pertaining to personnel records, performance ratings

ACTION ITEMS:

6-O. Reconvene Open Session

7-O. Announcement of Actions Taken in Closed Session

REPORT ITEMS:

- | | |
|---|---------------|
| 8-O. Student Presentation - Dulce Muñoz | D |
| 9-O. Report from Student Government Representative | <i>verbal</i> |
| 10-O. Report from Faculty Senate Chair | <i>verbal</i> |
| 11-O. Progress Report on Contracts and Facilities Management Projects | E |
| 12-O. FY20 Operating Budget to Actual Budget | F |

ACTION ITEMS:

13-O. Consideration of Motion to Adjourn

**Accessible to Physically Handicapped or Disabled*

**MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
THIRTEENTH DAY OF DECEMBER 2019**

The Board of Regents for Southeast Missouri State University convened at 9:04 a.m. on Friday, December 13, 2019, in the Board of Regents Room, Academic Hall, on the campus of Southeast Missouri State University. Mr. Edward P. Gargas, President of the Board of Regents called the meeting to order and asked Board of Regents Secretary Mr. Christopher R. Martin to call roll to establish quorum. Regents responding present were: Mr. Edward P. Gargas, President of the Board of Regents; Mrs. Tina L. Klocke; Mr. Phillip M. Britt; Mr. Jay B. Knudtson; Mr. James P. Limbaugh; and Mr. Luke M. LeGrand, Student Representative to the Board of Regents. Quorum having been established, Board President Gargas welcomed those in attendance and outlined the Board's various agendas for the meeting and proceeded to the first order of business.

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; Dr. Trudy Lee, Interim Vice President of University Advancement; Mr. Brady Barke, Director of Athletics; Ms. Ann Hayes, Director of University Communications; Ms. Sonia Rucker, Assistant to the President for Equity and Diversity and Dean of Students; Ms. Kathy Mangels, Board Treasurer; and Mr. Christopher R. Martin, Board Secretary. Board President Gargas presided.

PRESENTATION OF RESOLUTION OF HONOR

After making initial introductory remarks, Board President Gargas asked Regents and others assembled to welcome Ms. Kendra Neely-Martin, who was in attendance to be recognized for her years of service on the Board of Regents. Board President Gargas reminded the Board that they approved a Resolution of Honor for Ms. Neely-Martin at the September meeting and that due to professional responsibilities, she was unable to be present for the presentation at that meeting. In recognizing Ms. Neely-Martin, several Regents offered their words of appreciation and gratitude.

Regent Knudtson reflected on the importance of being a Regent, summarizing the role as one of service to the University and its students. He then commented that a by-product of that service is the personal relationships you make along the way with other Regents and individuals at the University. Regent Knudtson recalled some of the many projects, initiatives and actions that Ms. Neely-Martin contributed to such as the hiring of a new University President, Greek Village, the NPHC Plaza and much more. He thanked Ms. Neely-Martin for her service to the University and wished her luck in her future endeavors.

Regent Limbaugh noted that he had the opportunity to work with Ms. Neely-Martin during two University Presidents' tenure and praised her for assistance in those transitions noting that her leadership was "remarkable."

Board President Gargas commented that the NPHC Plaze will serve as a constant reminder of Ms. Neely-Martin's commitment, impact and leadership on campus at Southeast.

University President Vargas thanked Ms. Neely-Martin for her service and stated she "served as a beacon for many" and always reminded the Board and University leadership the direction they needed to go in – a direction that always put the students first.

In response, Ms. Neely-Martin thanked everyone for the recognition and their kind words and stated that her service on the Board of Regents provided her an opportunity to grow as a leader. As a result, she was grateful for the friendships she developed and the many good things the Board and University were able to accomplish.

CONSIDERATION OF APPROVAL OF CONSENT AGENDA

Board President Gargas introduced consideration of approval of the Consent Agenda, which included the following items:

- Consideration of Approval of Minutes for the Board's Open Session meetings of September 20, 2019, September 23, 2019 and October 24, 2019. [Attachment A]
- Consideration of Approval of Appointments to the Show Me Center Board of Managers. [Attachment B]
- Consideration of Approval of Conferring Degrees for Summer and Fall 2019. [Attachment C]

A motion was made by Regent Limbaugh and seconded by Regent Britt to approve the Consent Agenda and its related topics [Attachments A, B and C]. The motion carried unanimously.

CONSIDERATION OF ACCEPTANCE OF ANNUAL AUDITS FROM RUBINBROWN FOR YEAR ENDING JUNE 30, 2019

Board President Gargas called upon University President Vargas to introduce Ms. Kathy Mangels, Vice President of Finance and Administration, to present a motion to accept the University's annual financial statement, the Single Audit Report and the System Facilities financial statement for year ending June 30, 2019, from RubinBrown, LLP. [Attachment D]

Vice President Mangels referred Regents to Attachment D in their Board materials for complete details. She stated that RubinBrown LLP has served as the external auditors for the University for several years and then introduced Ted Williamson from RubinBrown to present the materials.

Mr. Williamson opened by thanking the Board of Regents and stating that while the firm does render an opinion on the financial picture of the University, the ultimate responsibility for accuracy rests with the institution. He shared with the Board the following reports were issued:

- An unmodified opinion on the University's financial statements for the year ended June 30, 2019.
- A report on compliance and on internal control over financial reporting based on an audit of the financial statements in accordance with Government Auditing Standards.
- An unmodified opinion on compliance and a report on internal controls over federal financial assistance in accordance with Uniform Guidance.
- An unmodified opinion of the System Facilities financial statements for the year ended June 30, 2019.
- An independent accountant's report on agreed-upon procedures applied pursuant to NCAA Bylaw 3.2.4.15.

Mr. Williamson then provided an overview of the audit timeline stating that preliminary work was done in May and June, with the audit taking place in August and September and then the final report prepared in October and November. In addition to the reports issued, which he summarized, Mr. Williamson shared that the audit also looked at two federal programs, one of those being TRIO, and no issues were found. As part of the verbal report, Mr. Williamson walked through required auditor communications and communicated that the firm did not encounter any difficulties in performing and completing the audit. Following the required communications, and prior to discussion, Mr. Williamson reviewed the Schedule of Assets and the Schedule of Liabilities and Net Position; which was followed by an overview of the Schedule of Revenues and Schedule of Expenses.

Following Mr. Williamson's comments and prior to discussion, Vice President Mangels clarified that the action the University took with regard to its bonds closed in July 2019 so information related to that transaction will appear in FY2020 audit which will come to the Board in December 2020. There was also information shared about the University's debt ratio and an observation made that the University's ratio is good and the institution is meeting all of its obligations.

During discussion, Regent Klocke inquired whether the firm identified any deficiencies during the audit, to which Mr. Williamson responded no. In follow-up Regent Klocke asked whether the firm had any recommendations on things the University could do better. In response, Mr. Williamson noted that while no specific deficiency controls were identified, they did have discussions with staff about industry best practices. Regent Klocke thanked Mr. Williamson for his presentation and responses and commented the firm for a great job in conducting the audit.

Regent Limbaugh said the presentation confirms the institution's financial house is in order, which he attributed to the oversight and leadership of Southeast.

A motion was made by Regent Britt and seconded by Regent Limbaugh to accept the University's annual financial statement, the Single Audit Report and the System Facilities financial statement for year ending June 30, 2019, from RubinBrown, LLP [Attachment D]. The motion carried unanimously.

CONSIDERATION TO APPROVE SPECIAL COURSE FEE

Board President Gargas called on Ms. Kathy Mangels, Vice President of Finance and Administration to present a motion to approve a \$16.00 special course fee for the Department of Nursing effective Summer 2020. [Attachment E].

Vice President Mangels referred Regents to the full text of the motion, with background, included in Attachment E of the Board packet. She explained that the requested fee will be applied to graduate students who currently get practicum insurance on their own at costs sometimes at or exceeding \$100. Vice President further explained that Southeast's undergraduate nursing students already pay a \$16 course fee to cover the cost of Department paid liability insurance so the fee would now apply to both undergraduate and graduate students.

During discussion, Regent Britt inquired that since the fee will result in a savings of the students, is the level and quality of insurance the same that they can currently secure on their own, to which Vice President Mangels responded it is.

A motion was made by Regent Limbaugh and seconded by Regent Klocke to approve the special course fee for NS629, Advanced Health Assessment Practicum effective Summer 2020 [Attachment E]. 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 shared the following information with the Board of Regents:

- On October 21, 2019 the University hosted Governor Mike Parson and nearly 80 representatives at the River Campus for a meeting of the Hawthorn Foundation where the Governor and other state leaders provided attendees an update on statewide workforce development and economic development initiatives.
- On October 29, 2019 the University hosted The Honorable Sandy Karsten, Director, Missouri Department of Public Safety; Ms. Kylie Dickneite, Director, Office of Homeland Security; and Ms. Angie Robinson, Cybersecurity Specialist; for a tour of the Cyber Range and a discussion on the new Institute for Cybersecurity and the Department of Public Safety's needs and interests as they relate to cybersecurity.
- On November 9, 2019 the University hosted U.S. Congressman Jason Smith and State Representative Barry Hovis for a visit at Catapult Creative House.
- On November 18, 2019 the University hosted seven State Legislators and representatives from U.S. Congressman Jason Smith and U.S. Senator Roy Blunt's offices for a legislative briefing wherein we provided them an update on the University, reviewed our 2020 legislative priorities, and had dialogue on issues additional items of interest to them.

- On November 19, 2019 the University hosted The Honorable Zora Mulligan, Commissioner, Missouri Department of Higher Education and Workforce Development for a tour of the newly renovated Crisp Hall and the EDvolution Center to showcase degree programs (nursing and education) wherein adults can receive financial aid under the state's new Fast Track Workforce Incentive Grant.
- On December 4, 2019 the University hosted State Representative Derek Grier, the Chair of the Missouri House Economic Development Committee, for a tour of the networking, advanced manufacturing, UAS and other learning spaces in the Seabaugh Polytechnic Building and a visit to the Cyber Range.
- The Institutional Actions Council (IAC) of the Higher Learning Commission (HLC) – the regional accrediting body for Southeast Missouri State University -- has reaffirmed our accreditation for 10 years. The reaffirmation is the culmination of a rigorous, two-year HLC Comprehensive Quality Review process that validates the quality of our work and virtually every aspect of our institution. The University's next reaffirmation of accreditation is set for 2029-2030. In addition, the IAC voted to allow Southeast to select its pathway – either Standard or Open -- for the University's next reaffirmation of accreditation cycle. We will be selecting our pathway in the coming weeks.
- Southeast's student newspaper, the Arrow, brought home numerous awards, including a first-place Pinnacle Award presented at the Fall College Media Association (CMA) National College Media Convention Oct. 31-Nov. 3 in Washington, D.C. The Arrow earned the first place Advertising Pinnacle for Best Social Media Strategy, finishing ahead of Cal Poly San Luis Obispo, Florida A&M University, Kent State University and the University of Cincinnati.
- Interior Design students in Carol Nesler's DS211: Basic Kitchen & Bath course are completing kitchen designs for the new Cape Girardeau Men's Transition House. Interior Design students are also working with Faculty Senate to develop design and renovation ideas for the Johnson Faculty Center.
- Sophomore Anthony Kandilaroff, BM flute, was the first place winner of the 2019 Missouri Music Teachers Association Collegiate Woodwind division competition (Freshman/Sophomore level). Anthony is pursuing a BM (Bachelor of Music) in Flute degree.
- Jay Wade, a Senior BFA (Bachelor in Fine Arts) in Acting, performed in a leading role in a Major Regional Theatre Production, the Alabama Shakespeare Festival.
- Professor Chris Wubben was accepted into the 2019 *WVU Sculpture Tour*, West Virginia University School of Art and Design, Morgantown, WV, national/juried exhibition. During his visit, he will also conduct graduate critiques and present a guest lecture.
- Dr. Joni Hand exhibited and sold a piece in the Viridian Gallery juried Exhibition, New York, New York.
- The Marketing Department in the Harrison College of Business and Computing provided held its first bi-annual internal sales competition on November 19. The competition, created by Dr. Dena Hale, was co-sponsored by the Buckle, Renaissance Financial, the University's Career Services and the college. Judges were from Fastenal, the Buckle, Sherwin Williams and Career Services. This event provided feedback to students

interested in the professional selling field as well as gave potential employers an opportunity to observe prospective salesforce members.

- Dr. Mario Garcia, a nationally-recognized cybersecurity expert presently at Texas A&M University – Corpus Christi, has been hired to start in January 2020 as Professor of Cybersecurity and Director of the Institute for Cybersecurity.
- The capabilities of the Cyber Range have been more than doubled this semester, to include more than 300 processing cores, making it possible to host multiple instances of real-world problem deployments, enriching the curriculum and enhancing the student experience.
- A team of Southeast computer science students competed in the elite International Collegiate Programing Contest and out-scored teams from Vanderbilt, Washington University, Northwestern University, Rose-Hulman Institute of Technology, University of Memphis, and University of Kentucky.
- A Business Case Competition Team made up of students, and led by Dr. Willie Redmond, from the Harrison College of Business and Computing has again qualified to be among 16 finalists at the 2020 Network of International Business Schools (NIBS) Worldwide Case Competition. The team, one of only two from the United States, will compete in the Championship Round, which is hosted by the Heilbronn University in Heilbronn, Germany, March 1-6, 2020. Students on the team include Dominick Gillette, a corporate communication major pursuing a double minor in Integrated Marketing Communication and Entrepreneurship; Madison Francis, who is majoring in International Business and Hospitality Management; Zachary Kalmer, an accounting and finance student; and Bhavya Narula, who is pusuring a degree in Cybersecurity and a minor in Economics.
- The College of Education, Health and Human Studies' Apple Distinguished School Designation was renewed through 2022.
- Three Southeast Missouri State University students in the Department of Kinesiology, Nutrition and Recreation captured first place for the second consecutive year in the Student Quiz Bowl at the Central States Chapter of the American College of Sports Medicine (ACSM) Conference Oct. 24-25 in Tulsa, Oklahoma. The Southeast team was comprised of Logan Page, a senior general health sciences major from Malden, Missouri; Kory Kasper, a senior athletic training major from Springfield, Illinois; and Kevin Yaeger, a senior health sciences major, pre-physical therapy/occupation therapy option, from St. Louis, Missouri. The students were invited to compete based on their academic success in the core curriculum of the health sciences and health management programs.
- The Southeast Debate team took first place in two regional debate tournaments this fall and took second in another.
- Students participated successfully in the Model United Nations conference in Chicago.
- The English department has developed a flexible learning plan for composition—8 week courses for EN100 and EN140—allowing students to complete their composition requirement in one semester. Students will be able to pursue this pathway online and face-to-face in fall 2020.
- A new visualization laboratory in Magill Hall at Southeast Missouri State University is providing a vital resource for students and faculty to analyze large sets of data. The laboratory includes a new visualization wall comprised of nine 4K 65- inch TVs mounted

in a three-by-three matrix configuration allowing for complex data sets and computational models to be displayed. The laboratory is made possible due to a \$35,000 grant awarded to Southeast's College of Science, Technology, Engineering and Mathematics from the University's Information Technology Committee (ITC). The new technology will help support current research and projects, including Computed Tomography (CAT) scans, confocal microscope images and computational simulations. In the future, projects such as remote sensing, Geographic Information Systems and emergency management coordination may use the visualization wall.

- In September 2018, Kent Library held the 1st High School Librarian Professional Development Workshop with 11 high school librarians attending. On October 11 of this year, Kent Library hosted the 2nd High School Librarian Professional Development Workshop, with 26 Missouri and Illinois high school librarians participating. Kent Library faculty and staff presented sessions on evaluating online information, makerspaces, open educational resources and free and open source programs for graphics, video and audio.
- On Nov. 11, Kent Library Special Collections & Archives collaborated with VFW Post 383, the Center for Regional History and the Department of History's Historic Preservation program on the "Preserving Local Veterans' History" event. Service members from all branches were invited to visit with Southeast Missouri State University historians and archivists about the best way to preserve their service-related documents and memorabilia, such as discharge documents, uniforms, letters to and from home, photographs, and local souvenirs collected while abroad. Digitization and flash drives were provided at no cost to veterans. An oral history station was set-up for veterans to talk about their military service experiences.
- The regional campuses and admissions hosted successful evening open house events at Poplar Bluff, Kennett, Dexter and Sikeston in October and November. At each event various deans, department chairs, faculty and staff were present to represent Southeast and visit with prospective students and their families.
- The eSports arena, located in the Towers Complex, has now been operational for three months. An eSports club has formed with membership topping 300 students this fall, including both recreational and competitive players. In the month of November, an average of 400 students used the arena each week. As of this month, more than 100 students have represented Southeast through competition in nine unique games against teams throughout the United States. Southeast students have had several big wins against notable universities and have an overall combined record of 18-14. Recreation Services is in the process of organizing multiple e-sports tournaments for the spring semester, with a focus on engaging regional high school teams.
- Through the University Employee Wellness Membership program the University began to offer a Student Recreation Center and Student Aquatic Center full membership at no charge to benefit-eligible employees as of August 1st. Since the program began employees have made 3,463 visits to the Student Recreation Center as compared to 2,380 during this same time period last year, reflecting a 46 percent increase in visits. During this same time period, August through November, an average of 138 unique employees visited the center monthly, as compared to 77 last year.

- The Missouri Department of Higher Education and Workforce Development released the official fall 2019 enrollment report on November 21. The one-year change in full-time equivalent enrollment (FTE) statewide reflects a 3.2 percent decline. Since 2014, enrollment in Missouri's higher education system has declined 12 percent. For this same time period, FTE at Southeast declined 2.0 percent and 11.9 percent, respectively. From fall 2018 to fall 2019, 12 of the 13 public, four-year institutions in Missouri experienced a decline in FTE enrollment. The spring semester will begin January 21 and new enrollments for the spring term are typically comprised of new online learners and new international students. To date, applications for online undergraduate and graduate programs are up 12 percent and 38 percent, respectively. International undergraduate applications are up 2.6 percent and international graduate applications are up 6.8 percent.
- As reported at the June retreat, the university's admissions, marketing, international, and online program teams are working collectively on a series of actions to enhance enrollment for future semesters. Similarly, many offices including academic departments and support units continue to implement and assess efforts to increase our retention and graduation rates.
- Phase One of supervisory training is planned for a pilot group delivery phase starting January 2020. Phase One training provides a blend of face-to-face and online training delivery addressing University brand and history, human resources policies and procedures, customer service excellence, personnel and performance management, leadership development, and budget management. Additional phases will be in curriculum development stages throughout the spring 2020 semester.
- Human Resources and the Institutional Equity & Diversity are currently working on implementing diversity recruiting strategies to broaden applicant pools and the creation of a diversity commitment statement to incorporate into job advertisements. Two search committee review task forces completed their work in the fall 2019 semester recommending several enhancements to support employee diversity recruitment. Human Resources and Institutional Equity & Diversity are working with a consulting firm in the development of a proposed affirmative action plan.
- An external consulting firm was hired in September 2019 to coordinate a comprehensive faculty and staff salary equity study. Peer grouping comparisons have been developed, and the data analysis phase is now in process. Preliminary consultant recommendations are expected by February 2020 for consideration during the University's FY21 budget review process.
- Department of Public Safety completed and submitted for review by the UI100 Advisory Committee, a chapter for the UI100 textbook about the services provided by Department of Public Safety, particularly those regarding university police and emergency preparedness.
- University police and the Dean of Students partnered with the Law Enforcement Academy and Gracie Jiu-Jitsu of Southeast Missouri to sponsor two self-defense sessions for students and for faculty and staff. The sessions were designed to develop confidence, to build awareness and to learn skills to protect oneself when a situation arises.
- The partnership between University Police and the Office of Residence Life, continues connecting police officers and students to nurture more positive relationships between the community and police. The personal connection between students and the officer creates

a bond and a source of information for students who may have questions that otherwise may never be asked. University Police have completed 71 Adopt a Hall activities and 19 other programs and trainings such as crime prevention/outreach and active shooter trainings.

- University police participated in Shop with a Hero on Tuesday, December 3. The program, sponsored by Walmart, pairs local first responders with the community's children in need and gives them an opportunity to shop together.
- The sold-out Luke Combs Concerts on Thursday, October 3, 2019 at the Show Me Center was the fastest sellout in the history of the building. Five touring productions will be coming to the Campus at the Show Me Center in the first 4 months of 2020.
- The University School for Young Children at Southeast Missouri State University has been awarded a \$150,145 Child Care Access Means Parents in School Program (CCAMPIS) grant from the U.S. Department of Education to provide affordable childcare services. The School will use the funding to establish the "Redhawk Flight Program – Equipping Families to Brighten Their Future Through Higher Education" as part of an effort to support more southeast Missouri families by expanding access to affordable childcare services while they pursue their higher education goals.
- Women's Soccer won the OVC Regular Season Championship, its sixth in program history.
- Redhawks Football completed its second-straight nine-win season with a 9-4 overall record and 7-1 mark in the OVC. The Redhawks shared the conference title with Austin Peay. The Redhawks posted back-to-back winning seasons for the first time in their NCAA Division I era and recorded consecutive nine-win campaigns for the first time in their 115-year football history. SEMO's OVC title marked just its second in school history and first since 2010; and their FCS playoff appearance was their third total and the first time ever they advanced to the playoffs in back-to-back years.
- Southeast's women's volleyball team won the OVC Championship securing an automatic bid to the NCAA Volleyball tournament where they faced the Kentucky in the first round. The team's 23 wins during the 2019 season matched the 2000 season when the Redhawks last made an NCAA appearance.
- Southeast inside linebacker Zach Hall, who won the Buck Buchanan Award in 2018, finished fourth in the overall voting for the National Defensive Player of the Year honor this year. A native of Louisville, Kentucky, Hall led SEMO and ranked third in the Ohio Valley Conference with 123 tackles, his second-straight season with over 100 stops. A First-Team All-OVC pick, Hall registered double-digit tackles in seven of his 13 starts.
- With the completion of the fall sport season, Redhawks Athletics sits atop the OVC Commissioners Cup standings, and these teams marks only the second time in OVC history that one institution claimed an OVC championship in Soccer, Volleyball, and Football in the same academic year.
- Two new Associate Directors of Development have recently been hired. Brad Koester came to the Advancement Division from Southeast Athletics Department where he served as Ticket Office Manager. Taylor Glueck is originally from Jackson MO and most recently worked at Saint Louis University as Events Manager.

STUDENT PRESENTATION

University President Vargas introduced, Will Harris, a Southeast Missouri State University graduate student, to make the student presentation to the Board. University President Vargas shared that Mr. Harris is pursuing a Master of Science in Nursing at Southeast and holds a Bachelor of Science in Nursing and Bachelor of Arts in Spanish. University President Vargas remarked that Mr. Harris is currently a Unit Technician/Nurse Extern/RN at Southeast Hospital and is also a proctor for new hires, nurse externs and student nurses.

Mr. Harris started by thanking University President Vargas for the invitation to visit with the Board of Regents and commented that he believes such reports from students are important. He provided some personal background noting he was from Jackson and is a first generation college student from a single-parent household. Because of his environment, Southeast Missouri State University was local pick, but the affordability, accessibility and ability to provide for others in his chosen field is what really sold him on the University. Mr. Harris gave examples of how the affordable tuition, scholarships he's received and the experiential learning experiences he's had have positively impacted him. He stressed that he's been provided a lot of opportunities that he doesn't think he would have otherwise experienced had he not attended Southeast. Mr. Harris explained that he chose his graduate program because of the undergraduate experience he had at Southeast and that the faculty and facilities also made impressions on him. He closed by offering words of gratitude for his faculty and sharing that he plans to graduate in May 2020 and that he hopes to stay local to keep serving his community.

During discussion, Board President Gargas thanked Mr. Harris for his presentation. Regent Britt thanked Mr. Harris for offering his prospective as a graduate student. Regent Limbaugh noted that the field Mr. Harris is pursuing, healthcare, is vitally important to the Cape Girardeau and regional community and commended Mr. Harris for his work. Regent Klocke asked Mr. Harris to reflect on how the University could better market itself to prospective students, to which he responded by saying a focus should be made on educating students on the need for nurses and other health occupations and communicating the strengths of Southeast's faculty and facilities. Student Representative LeGrand thanked Mr. Harris for his story and said that in his opinion, Mr. Harris' story embodies the type of students attending Southeast.

STUDENT GOVERNMENT PRESENTATION

University President Vargas introduced, Mr. Matt Rolwing, President of Southeast's Student Government Association (SGA) to provide an update.

Mr. Rolwing shared that SGA has had a busy semester and that spring 2020 will be his last semester as SGA President. He noted that SGA has completed the restructuring of its Executive Board and that other things they accomplished include hosting training events for students, partnering with Counseling and Disability Services to provide greater awareness and education on mental health, and seeking student feedback via a traveling comment box. Mr. Rolwing commented that the SGA Special Services Committee has been looking at enhancing and better promoting sustainability and the University's recycling program and also looking at how the

campus could add additional shuttle monitors. He communicated that SGA has made some changes to its budget and how it makes allocations in an effort to make better use of funds for student conference travel and other student programming. Mr. Rolwing closed his report by outlining SGA's efforts to work with University Administration on the process to make recommendations for a new Student Representative to the Board of Regents.

FACULTY SENATE PRESENTATION

University President Vargas introduced, Dr. Nic Wilkins, Chair of Faculty Senate, to make a presentation to the Board.

Dr. Wilkins stated that throughout the fall semester, Faculty Senate had been able to make progress on a number of Faculty Senate bills. Some of the items he elaborated on included: (1) Faculty Senate legislation addressing Students Evaluations of Professors; (2) the development of an Ad-Hoc Committee to streamline procedure for course/program review and approval; (3) the work of Faculty Senate to review sections of the Faculty Handbook; (4) efforts underway by Dr. Diane Wood to update and refresh the Johnson Faculty Center in collaboration with Southeast's interior design students; and (5) programming that is offered to faculty via "Take Away Friday" events.

Following Dr. Wilkins' comments, he engaged in discussion with the Board.

Regent Klocke inquired about the attendance at the Take Away Friday Events to which Dr. Wilkins said the events average 12-15 faculty in attendance.

Student Representative LeGrand asked Dr. Wilkins to respond whether Faculty Senate has had any discussion on how students might use the student evaluations of professors. In reply, Dr. Wilkins commented that students will be able to see data in the Portal from a two question survey. In follow-up, Student Representative LeGrand shared that in his experience the data is hard to find and that students do not know it exists, to which Dr. Wilkins agreed everything should be stored in an easily accessible location.

Regent Knudtson asked Dr. Wilkins to clarify the requirement and use of evaluations. In his response, Dr. Wilkins explained that it is discretionary how faculty use them. In follow-up Regent Knudtson asked who can see the evaluations, specifically whether the University President can see them. Responding to this question, Dr. Wilkins stated no, the University President cannot see them and he is not supposed to see them. Interjecting, Regent Klocke asked whether the University President and others should have that ability to view the evaluations. Addressing the question, Dr. Wilkins said that his hope is that the Faculty Senate legislation addressing student evaluations will include guidance on how the evaluations are to be interpreted.

Following up on who can see the evaluations, Regent Limbaugh stated "who can be a better judge of teacher effectiveness than students" to which Dr. Wilkins disagreed. In response, Regent Limbaugh commented that it is the trend line over time that needs to be looked at and

that feedback from students is very important. Dr. Wilkins acknowledged Regent Limbaugh's comments but challenged them stating "students are not experts in the area the faculty is teaching in."

Closing out discussion, Regent Knudtson shared his frustration noting it was disturbing to him that there is a ceiling to who gets to see the evaluations and asking Dr. Wilkins to take into account the serious concern articulated by several Regents during discussion. Regent Limbaugh echoed the comments and stated "it is all about re-establishing a culture of accountability among faculty."

PROGRESS REPORT ON CONTRACTS AND FACILITIES MANAGEMENT PROJECTS

Board President Gargas called upon Ms. Kathy Mangels, Vice President of Finance Administration, to provide a progress report update on Contracts and Facilities Management Projects. [Attachment G]

Vice President Mangels called the Board's attention to the following items on Attachment G: chiller overhauls, Towers West and North Elevator Upgrades, Tunnel Repairs, Dempster Hall Experiential Lab, Stadium Renovation Conceptual Designs, 5KVA Feeder Line Replacement and Scoreboard Replacements at Houck Stadium and the OVC Softball Fields.

During discussion Regent Limbaugh asked whether something can be done to address the sound system at Houck Stadium. In response, Mr. Brady Barke, Director of Athletics, commented they are looking into it.

INTEGRATED ENERGY MASTER PLAN

Board President Gargas called upon Ms. Kathy Mangels, Vice President of Finance Administration, to introduce a report item addressing an integrated energy master plan.

Vice President Mangels introduced Mr. Ryan Corrigan of Bernhard Engineering to make the presentation.

Mr. Corrigan started by thanking the Board for the opportunity to visit with them and he extended appreciation to Vice President Mangels and Ms. Angela Meyer, Director of Facilities Management, for their assistance on the project. He gave a summary of the report which included an overview of existing conditions at Southeast, a listing of high priority recommendations, and an impact summary. In gathering their data in preparation for the report, Mr. Corrigan shared that Bernhard Engineering reviewed the overall energy usage at the Cape Girardeau and River Campuses and compared that usage to like buildings and national averages. In addition to usage, the study also looked at capital renewal and deferred maintenance expenses, as well as a study of the useful life of various equipment, buildings and assets. Based on their

analysis, Mr. Corrigan estimated that action on the high priority recommendations could result in nearly \$1.1 million in annual utility savings.

During discussion, Regents Limbaugh and Klocke sought clarification on numbers Mr. Corrigan shared with regard to the backlog for capital renewal.

FY20 OPERATING BUDGET TO ACTUAL REPORT

Board President Gargas called upon Ms. Kathy Mangels, Vice President for Finance and Administration to provide a report to the Board on the FY20 Operating Budget. [Attachment H]

In presenting the update, Vice President Mangels directed Regents to the materials marked Attachment H in the Board packet and provided comments about Southeast's annual budget cycle and reviewed trends to provide insights into when revenues are received and expenses are incurred. She noted that the report provided includes numbers through October 31, 2019.

CONSIDERATION OF MOTION FOR CLOSED SESSION

At approximately 11:07 a.m. a motion was then made by Regent Limbaugh and seconded by Regent Britt 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

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

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

Upon reconvening the Open Session, at approximately 12:49 p.m. Board President Gargas asked Board Secretary Martin to make the following announcements related to the Closed Session:

- By a vote of 5 to 0 the Board approved the minutes of the Board's September 20, 2019, September 23, 2019 and October 24, 2019 Closed Session Meetings. Regents Britt, Gargas, Klocke, Knudtson and Limbaugh all voted to approve.
- By a vote of 5 to 0 and pursuant to RSMo 610.021.3, the Board approved Personnel Actions pertaining to faculty and non-faculty for July through October 2019. Regents Britt, Gargas, Klocke, Knudtson and Limbaugh all voted to approve.

- By a vote of 5 to 0 and pursuant to RSMo 610.021.3, the Board considered issues relative to a personnel employment contract resulting in the termination of a faculty member. Regents Britt, Gargas, Klocke, Knudtson and Limbaugh all voted to approve.
- The Board also had conversations under RSMo 610.021.1 pertaining to legal matters with University Legal Counsel.

CONSIDERATION OF MOTION TO ADJOURN

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

The meeting was adjourned at approximately 12:51 p.m.

Christopher R. Martin
Secretary, Board of Regents

APPROVED:

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



BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 21, 2020

Open Session

I. Motion to be Considered:

Approve issuing Resolutions of Honor for the following faculty and staff members who have retired or are retiring from Southeast Missouri State University:

Faculty:

- Ambery, Mary, Associate Professor, Child and Family Studies (2000-2019)
- Brown-Haims, Marcia, Chairperson and Associate Professor, Communication Disorders (1989-2019)
- Cwick, Simin, Professor, Leadership, Middle and Secondary Education (1989-2020)
- Delgado, Laura, Instructor, Psychology and Counseling (2002-2020)
- Hill, Margaret, Professor, Chemistry and Physics (2000-2020)
- Humphrey, Roberta, Associate Professor, Accounting, Economics, and Finance (2006-2019)
- McAllister, Cheryl, Associate Professor, Mathematics (1992-2019)
- McMeel, Kevin, Instructor, Engineering and Technology (1995-2020)
- Palmer, Richard, Professor, Accounting, Economics, and Finance (2009-2019)
- Probst, David, Professor, Engineering and Technology (1992-2019)
- Reno, Desma, Assistant Professor, Nursing (1981-1983; 1985-1991; 1995-2020)
- Starbuck, Sara, Associate Professor, Child and Family Studies (2006-2020)
- Williams, L. Glen, Chairperson and Professor, Communication Studies and Modern Languages (1998-2019)
- Kunkel, Karl, Professor, Criminal Justice, Social Work, and Sociology (2016-2019)

Staff:

- Buhs, Margaret, Manager, Student Services, Student Financial Services (2000-2019)
- Blanchard, Marsha, Dean, Regional Campuses (2000-2019)
- Canoy, Rebecca, Senior Administrative Assistant, Registrar's Office (1991-2020)

Recommended By:

Student Government _____
 Faculty Senate _____
 Administrative Council _____
 VP, Enroll. Man. & Stu. Suc. _____
 VP, Finance & Admin. *Patricia M. Mangels* _____
 VP, University Advancement _____

Chairperson _____
 Dean _____
 Academic Council _____
 Provost _____
President *[Signature]* _____

Board Action on: _____
 Motion By: _____
 Second By: _____
 Vote: Yeas: _____ Nays: _____

Postpone: _____
 Amend: _____
 Disapprove: _____
 Approve: _____
 Secretary: _____

- Fisher, Rita, Director, Regional Professional Development Center (2013-2019)
- Fuller, Wade, Custodial Technician, Facilities Management (2005-2020)
- Graham, Carla, Public Safety Dispatcher, Public Safety (2001-2019)
- Grueneberg, Julia, Assistant Registrar, Registrar's Office (1981-2019)
- Hayes, Ann, Director, University Communications (1991-2020)
- Heizer, Carol, Executive Assistant, Office of the Provost (1999-2019)
- Herbst, Cherie, Coordinator, Hoover Center (2002-2019)
- Hotop, Tina, Online Programs Specialist, Southeast Online Advising (1987-2020)
- Hunter, Joyce, Career Counselor, Career Services (2007-2020)
- Kaverman, Suzanne, Senior Administrative Assistant, Campus Life (2003-2019)
- Klaproth-Gentry, Judy, Sergeant, Public Safety (2001-2019)
- Kubik, Joanna, Managing Editor, Brand Strategy, University Marketing (1994-1996; 2000-2020)
- Major, Terry, Custodial Supervisor, Facilities Management (1985-2019)
- Peel, Marsha, Employment and Payroll Specialist, Facilities Management (2001-2019)
- Rogers-Adkinson, Diana, Dean, College of Education, Health, and Human Services (2012-2019)
- Shirrell, Linda, Nurse, Horizons Enrichment Center (2003-2019)
- Slinkard, Michele, IEP Instructional Specialist, Intensive English Program (1989-1991; 2003; 2004; 2005-2019)
- Wilkinson, Linda, Executive Assistant, Office of the President (1985-2020)
- Wissmann, Mark, Carpenter Lead, Facilities Management (2000-2019)

II. Background:

The Board of Regents traditionally honors individual faculty and staff members at the University's annual Employee Recognition Program with the presentation of Resolutions of Honor. This year's recognition program will be held May 8, 2020. The program will recognize those faculty and staff who have retired or will retire between October 1, 2019 and October 1, 2020, and those who retired prior to October 1, 2019 but did not notify the University of their intended retirement until after the deadline to be included in last year's program (February 1, 2019). University administration will review and approve the content of all resolutions prior to their presentation.



**BOARD OF REGENTS
MOTION CONSIDERATION FORM**

February 21, 2020

Open Session

I. Motion to be Considered:

Authorize and approve to change the current BS in Human Environmental Studies options to stand alone programs within different departments.

II. Background:

Up to and including the 2017-18 academic year, the Human and Environmental Studies department was in the College of Health and Human Services. That department included one degree with five options:

- Human Environmental Studies with options in Child Development, Dietetics, Family Studies, Fashion Merchandising, and Interior Design

Fall of 2018, due to the reorganization, the department of Health and Human Services was dissolved, and these programs and options were moved to programs and colleges that more directly aligned with the body of knowledge of the respective options.

Because of these options being relocated within different departments and/or colleges, they need to either become options within other programs or standalone programs. The numbers and the unique nature of these programs supports the need for them becoming standalone degree programs.

- Child Development and Family Studies were moved to the newly named Department of Child and Family Studies, still within the College of Education, Health and Human Studies.
 - Child Dev – Fall 2019 = 38 majors (27 degree completions)
 - Family Studies – Fall 2019 = 47 majors (8 degree completions)
- Dietetics was moved to the Department of Kinesiology, Nutrition, and Recreation within the College of Education, Health and Human Studies.
 - Dietetics – Fall 2019 = 63 majors (26 degree completions)
- Fashion Merchandising, now Fashion and Consumer Studies was moved to the Department of Marketing within the Harrison College of Business and Computing.

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: _____

Postpone: _____
Amend: _____
Disapprove: _____
Approve: _____
Secretary: _____

- Fashion Merchandising – Fall 2019 = 25 majors (13 degree completions)
- Interior Design is now within the Department of Art and Design within the Holland College of Arts and Media.
- Interior Design – Fall 2019 = 50 majors (8 degree completions)

If approved, the next step in the curriculum approval process is to submit these changes to MDHEWD. We would submit these as a Routine review given the fact that they were existing options with sustained enrollments. The proposals are posted by MDHEWD for 20 days and institutions can provide comments or concerns directly back to MDHEWD. Following the review period, MDHEWD will decide to approve, possibly request additional information, or deny. We anticipate that these programs will receive approval due to their current numbers and history of being offered here.

These changes will allow for better marketing opportunities, increased faculty engagement within their departments, and ultimately better student outcomes. We are proposing those options be converted to standalone degree offerings as outlined below.

Current Program Offering:

Title	Degree	Options	CIP
Human Environmental Studies	BS	Child Development	190101
		Family Studies	
		Dietetics	
		Fashion and Consumer Studies	
		Interior Design	

Proposed Program Offerings

New Program Title	Degree	Options	Dept	CIP
Child and Family Studies	BS	Child Development	Child & Family Studies	190101
		Family Studies		
Nutrition	BS		Kinesiology, Nutrition & Recreation	513101
Fashion and Consumer Studies	BS		Marketing	190905
Interior Design	BS		Art & Design	500408



SOUTHEAST MISSOURI
STATE UNIVERSITY • 1873

BOARD OF REGENTS
MOTION CONSIDERATION FORM

February 21, 2020

Open Session

I. Motion to be Considered:

Authorize and approve to combine the Elementary School Administration MA and the Secondary School Administration MA in one MA degree titled, Educational Leadership.

II. Background:

The Missouri State Board of Education has approved a new School Leader K-12 certificate. The new requirements will become effective September 1, 2020. To prepare for these changes and certification requirements, the Department of Leadership, Middle and Secondary Education has proposed several curricular changes to the program and to combine the Elementary Administration and Secondary Administration programs, into one program, a MA in Educational Leadership. The changes to the program include 10 course revisions all aimed at meeting the certification requirements and better equipping the students to pursue careers in educational leadership in the state of Missouri.

Existing Programs:

MA in Elementary School Administration – Fall 2020 = 54 majors (24 degree completions)

MA in Secondary School Administration – Fall 2020 = 38 majors (20 degree completions)

to Proposed Combined Program:

MA in Educational Leadership

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: _____

Postpone: _____
Amend: _____
Disapprove: _____
Approve: _____
Secretary: _____



SOUTHEAST MISSOURI
STATE UNIVERSITY • 1873

BOARD OF REGENTS

MOTION CONSIDERATION FORM

February 21, 2020

Open Session

I. Motion to be Considered:

Authorize and approve the deletion of the BSED in Physics Education: Unified Science Program.

II. Background:

Recently DESE has announced that it will discontinue the Unified Science certification, and due to low enrollment numbers in the Physics Education: Unified Science Program, we propose discontinuing our offering of the BSED Physics Unified Science degree. We will still continue to offer the Physics Education Degree and students can still become certified to teach Physics by taking and passing the appropriate certification examinations.

Deletion of Current Program:

BSED Physics Education: Unified Sciences:

Recommended By:

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

Chairperson _____
Dean _____
Academic Council _____
Provost Wong _____
President [Signature] _____

Board Action on: _____
Motion By: _____
Second By: _____
Vote: Yeas: _____ Nays: _____
Abstentions: _____

Postpone: _____
Amend: _____
Disapprove: _____
Approve: _____
Secretary: _____



2501 Lynwood Drive
Cape Girardeau, Missouri 63701
dbmaldonadomunoz@gmail.com
573.275.8897

Education

Master's in Public Administration

(Anticipated Dec. 2020)

> Southeast Missouri State University
(Southeast)

Bachelor of Science in Mass

Communication (2017)

> Southeast Program Accreditation:

Accrediting Council on Education in Journalism &
Mass Communications (ACEJMC)

> Specialization in Public Relations

Certification in Education for Public Relations (CEPR)

Associate of Arts—Transfer Degree (2015)

> Arkansas Northeastern College (ANC)

Skills

Fluent in Spanish

> Heritage speaker lived in Mexico (1996-2005)

Public Speaking to Multiple Audiences

Admissions Recruitment

Silver Certified in Customer Service in Higher Ed. (2019)

Master Advisor

Microsoft Office 365 Proficiency

Proficient in software programs:

- > Ellucian Recruit
- > Banner
- > Windows Live Movie Maker
- > OU Campus Website Design
- > In-Design

Experience

Multicultural Recruitment Counselor (Aug. 2019—Present)

Southeast Missouri State University—Office of Admissions

Facilitate the matriculation process for unrepresented populations into the University.

Drafted holistic recruitment plan for the Hispanic-Latino markets.

> Developed relationships and rapport with prospects, families, University staff and faculty, and other stakeholders.

> Hispanic Learning Task Force Co-chair

Developed and implemented bilingual communication campaigns for target populations.

> Executed community workshops, mail mergers, newsletters, ect.

Executed targeted multicultural travel to engage prospects and stakeholders

> Focused visits to schools in Chicago, Kansas City, & St. Louis

> Presented at HETS Winter Conference 2020 in Puerto Rico

> Attended National Hispanic College Fairs

> Attended NACAC's Guiding the Way to Inclusion Conference

> Presented at the Hispanic Leadership Institute in St. Louis (2018—2019)

> Attended HETS Board Meeting 2019 San Diego

Admission Counselor (Jan. 2018—Aug. 2019)

Southeast Missouri State University—Office of Admissions

Facilitate incoming students from Southeast Missouri Region and Arkansas to matriculate into the University.

Developed relationships and rapport with prospects, families, and stakeholders.

> Presentations on college bound planning, financial aid, and admission process.

> Continuous communication and telecounseling with students, parents, and high school officials.

Hispanic-Latino Student Recruitment Intern (2017)

Southeast Missouri State University—Office of Admissions

Assisted in recruitment process to target Hispanic-Latino markets

> Developed En Español website for University

> Translated publications and content to Spanish

> Initiated community workshops to target markets in catholic parishes.



SOUTHEAST MISSOURI
STATE UNIVERSITY · 1873

BOARD OF REGENTS

MOTION CONSIDERATION FORM

February 21, 2020

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 Regents were executed:

PROJECT	ANTICIPATED COMPLETION	VENDOR	AWARD AMOUNT
Scoreboard Replacements at Houck Stadium and OVC Softball Fields	Spring/Summer 2020	Formetco, Inc.	\$886,563
Facilities Management Service Center (FMSC) Chiller/Boiler Replacement	May 1, 2020	Multi-Craft Contractors, Inc.	\$175,917
5KVA Feeder Line Replacement	April 17, 2020	KT Power Systems, Inc.	\$159,300
General Construction Contract 2020	February 2021	Nip Kelley Equipment Co., Inc.	Up to \$300,000
General Electrical Contract 2020	February 2021	KT Power Systems & MidStates Energy, Co., LLC	Up to \$300,000 (aggregate)
General Plumbing Contract 2020	February 2021	Nip Kelley Equipment Co., Inc.	Up to \$150,000

Part II – Facilities Management Capital Projects Update Report

A. STATE FUNDED CAPITAL IMPROVEMENT PROJECTS

PROJECT	ANTICIPATED COMPLETION	STATUS
Tunnel 51-52-53-54–55 Repair	August 2020	Contractor mobilized. Project fencing has been installed and minor sections of fire main piping replaced. Contractor has begun opening areas of tunnel lid.

B. UNIVERSITY FUNDED AND MAINTENANCE & REPAIR
CAPITAL IMPROVEMENTS OVER \$50,000

PROJECT	ANTICIPATED COMPLETION	STATUS
Dempster Hall Experiential Lab	Complete	Project is complete.
Division of Youth Services (DYS) Building Improvements	April 2020	Meeting held between Office of Administration staff and Facilities Management staff to discuss scope of work and recent inspections. Bid bonds returned to contractors. Working on revised project scope for rebid.
Exterior Envelope Cleaning	August 2020	Estimates and project scope of work being developed internally.
Facilities Management Service Center (FMSC) Chiller/Boiler Replacement	May 2020	Bid opening held January 23, 2020. Contract awarded to Multi-Craft Contractors Inc.
General Construction Contract 2019	Multiple projects 2019 / 2020	Rust House / Johnson Faculty Center Sewer line exploration complete. Kennett flooring / drywall replacement complete. Polytech PRV replacement complete.
General Construction Contract 2020	Multiple project 2020/2021	Bid opening held January 14, 2020. Contract award issued to Nip Kelley Equipment Co., Inc. This is a one-year contract with four one-year renewable options.
General Electrical Contract 2020	Multiple projects 2020/2021	Bid opening held January 15, 2020. Contracts awarded to two bidders based on project size. Base bid #1 awarded to KT Power (\$0-\$74,999) Base bid #2 awarded to Midstate Energy (>\$75,000)
General Plumbing Contract 2020	Multiple projects 2020/2021	Bid opening held January 16, 2020. Contract award issued to Nip Kelley Equipment Co., Inc. This is a one-year contract with four one-year renewable options.
General Services 2 (GS2) Chiller Overhaul	January 2020	Project is complete. Start up and commissioning to occur spring 2020 due to temperature requirements.
5KVA Feeder Line Replacement	April 2020	Bid opening held January 23, 2020. Contract awarded to KT Power Systems.
Integrated Energy Master Plan	December 2019	Project is complete.
International House Demolition	January 2020	Project is complete.
Scoreboard Replacements at Houck Stadium and OVC Softball Fields	Spring/Summer 2020	Bid opening held January 7, 2020. Contract award issued to Formetco. Scoreboard at OVC Softball Fields to be installed by February 19, 2020.
Student Rec. Center Locker Room/Shower Room Flooring Replacement	August 2020	Design development/construction documents are being generated internally. Project to bid March 2020.

PROJECT	ANTICIPATED COMPLETION	STATUS
Towers East Fire Alarm Upgrade	August 2020	Bid opening held January 30, 2020. Bids are under review.
Towers West and North Elevator Upgrades	August 2020	Contract and Notice to Proceed issued to Brockmiller Construction, Inc. Preconstruction meeting held November 2019. Submittals are being generated and reviewed. Construction to begin March 2020.

Note: Shading indicates completed projects.

FY20 UNIVERSITY OPERATING BUDGET TO ACTUAL YTD
Budget and Expenses through December 31, 2019¹

Operating Budget - All Funds

	FY20 Budget	FY20 YTD	FY19 YTD
ESTIMATED INCOME:			
STATE APPROPRIATIONS: ²	21,766,542	22,251,546	21,766,542
STUDENT FEES:			
Net Tuition (Gross Tuition less Scholarships & Fee Waivers)	51,799,260	51,401,782	50,306,907
General Student Fee	8,350,975	8,657,494	8,676,008
Misc Fees	2,473,128	3,099,159	2,614,045
TOTAL TUITION AND STUDENT FEES: ³	62,623,363	63,158,434	61,596,960
OTHER SOURCES:			
Investment Income	379,000	580,617	698,155
State Grants and Contracts	305,969	264,204	259,846
Sales and Services of Academic Departments	1,153,670	1,631,743	1,514,797
Sales and Services of Non-Academic Departments	27,292,181	27,849,570	27,442,390
Foundation Support	136,890	219,340	532,929
Athletics Revenues	775,000	812,371	235,739
Miscellaneous Income	2,451,821	2,943,257	3,126,636
TOTAL OTHER SOURCES: ⁴	32,494,530	34,301,101	33,810,491
TRANSFERS IN (Auxiliary Support, Rent, Etc): ⁵	11,507,573	13,029,946	13,302,586
TOTAL ESTIMATED INCOME:	\$ 128,392,008	\$ 132,741,027	\$ 130,476,579
ESTIMATED EXPENDITURES:	FY20 Budget	FY20 YTD	FY19 YTD
PERSONNEL:			
Faculty/Staff	33,438,385	28,120,352	29,079,271
Benefits	12,288,883	9,907,658	9,710,703
Student Labor	1,421,494	1,449,914	1,489,951
TOTAL PERSONNEL: ⁶	47,148,762	39,477,924	40,279,925
TOTAL EQUIPMENT AND OPERATIONS: ⁷	20,979,505	19,588,973	19,284,479
TRANSFERS OUT (Auxiliary Support, Bond Payments, Etc): ⁸	12,284,621	18,707,799	19,174,348
TOTAL ESTIMATED EXPENDITURES:	\$ 80,412,888	\$ 77,774,696	\$ 78,738,752
SURPLUS/(DEFICIT):	\$ 47,979,119	\$ 54,966,331	\$ 51,737,827

NOTES:

1. The annual revenue and expense budgets have been adjusted to reflect the amounts anticipated for the months of July through December based on the known university calendar and accounting practices.
2. State appropriations are received monthly and the December budget is set to reflect this as 1/2 of the annual budget.
3. Tuition and student fees are adjusted daily based on enrollment activity. A tuition and student fee revenue receivable is posted at the time of billing, the majority of which occurs with the initial billing for the semester. However, scholarships do not post until after the start of the semester. Therefore, the FY20 Net Tuition budget has been adjusted to reflect revenues budgeted for summer 2019, fall 2019, and spring 2020 less scholarships budgeted for summer 2019 and fall 2019. The FY20 General Student Fee budget has also been adjusted to reflect fees budgeted for summer 2019, fall 2019, and spring 2020. The Cape College Center is reflected in the revenues received but was not budgeted for when the budget was approved. Miscellaneous Fee revenue also includes special course fees and short term study abroad trip fees which are not included in the base budget as these fees are used to directly offset classroom expenses and are variable in nature.
4. Other revenue sources are receipted at different times based on the university's calendar and accounting practices. The FY20 budget is adjusted to reflect amounts scheduled for July through December. Sales and Services of Academic Departments and Sales and Services of Non-Academic Departments include ticketed entertainment at the River Campus and the Show Me Center which are not budgeted due to the variable nature of offerings. However, revenue and expenses have been recorded for these endeavors.
5. Transfers In represent planned transfers for Auxiliary support, rent, etc. Additional transfers have been made for the purchase of new telephone equipment and the university support of graduate assistants outside of the E&G fund.
6. Personnel and benefit expenses are budgeted for faculty, staff, and temporary employment. As many faculty are considered 10 pay (paid from August through May), the faculty budget has been divided by ten while the staff budget has been divided by 12. The bulk of our student labor expenses happen throughout the school year and the budget will be divided in tenths from August through May.
7. Total equipment and operations budgets have been divided evenly by month, although actual may vary by department.
8. Transfers Out represent planned transfers of support, bond payments, etc. Additional transfers have been made in support of large projects such as the Towers Fire Alarm Upgrade, the Towers Elevator Upgrade, and Telecommunications Projects.