

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Executive Committee
May 12, 2011**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:35 p.m., Thursday, May 12, 2011. Executive Committee members in attendance were Dr. Carol Gunn, Chair; Mr. Shawn Hessing, Vice Chairman; Dr. Lynwood Givens, Secretary; and Mr. Charles Engelman, Member-at-Large. Other regents attending the meeting were Mr. Mike Bernhardt, Mrs. Tiffany Burks, Mr. Sam Sanchez (via teleconference), Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Dan Williams, Chief of University Police; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Kyle Christian, incoming President of the MSU Student Government Association. Representing the news media were Ms. Brittany Norman, and Mr. Chris Collins, outgoing and incoming editors of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Mr. Paul Harrop, reporter for KAUZ News Channel 6.

Chair Gunn called the meeting to order at 1:35 p.m.

Reading and Approval of Minutes

11-86. The minutes of the Executive Committee meeting February 10, 2011, were approved as presented.

Clark Student Center Electrical & Life Safety System Repair Project

11-87. Dr. Gunn reported that the board recently received a communication from Dr. Rogers which included a project timeline and an amortization schedule. She noted that Mr. Owen and Ms. Maxwell presented the university's application for funding to the Texas Public Finance Authority earlier in the week. She added that no further board action was required at this time.

Dr. Rogers noted that MSU's proposed legislation to authorize an increase in the Student Union Fee is still moving through the legislative process. He reported that legislators have particularly supported the five-year sunset provision of the fee. He stated that in five years the current student center debt will be retired and additional funds will be available for operations and improvements to the facility.

Dr. Gunn noted that the administration would keep the board updated as the project progresses.

Capital Expenditure Plan (MP1) Report - FY 2012-2016

11-88. Dr. Gunn reported that the Texas Higher Education Coordinating Board (THECB) requests an update each year of the university's five-year plan for construction, land acquisition, information resource projects, and major repair and renovation projects that are greater than \$1 million. She noted that a copy of the plan appeared in the agenda document and was presented for the board's consideration and approval.

Dr. Rogers noted that while the sum of projects on the list is large, the university must inform THECB each year of possible future plans in the event funds become available to seek project approval. He added that the projects were listed in order of priority. Dr. Rogers noted the following items on the list.

- A. The university's top priority is a new, modern library. The current Moffett Library building is an outstanding structure with a significant amount of square footage. With the construction of a new library, the current building would be available to house the West College of Education, as well as all of the academic service offices that are now housed in Hardin South (financial aid, registrar, admissions, etc.). While these are priority items, funding will likely not become available through tuition revenue bonds (TRBs) until there is a positive turn in the economy.
- B. Higher Education Assistance Funds (HEAF) will provide funding for a new university police facility, as well as the renovation of Christ Academy facilities to house the Department of Music. The Dillard Building debt is paid through HEAF and the debt will be retired within the next few years. This will provide an additional \$1.4 million in HEAF that could be used for other projects.

Ms. Spears asked about the item dealing with the acquisition of property. Dr. Rogers responded that while the administration does not have any particular piece of property in mind, it is an item that is included on the list in the event something becomes available. One aspect of the university's master plan continues to be the acquisition of property contiguous to the university.

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

Mr. Hessing asked Dr. Rogers if a new library building and Moffett reconstruction was a realistic opportunity in the coming years. Dr. Rogers responded that it was difficult to predict, but would likely be no more than a ten percent possibility in the next five years.

Dr. Gunn commented that new student housing appeared to be critical to future growth of the university. Dr. Rogers stated that a report would be presented to the board in August with regard to the need for additional housing. He noted that consultants are looking at every aspect of the university to provide market analysis data in this regard. He added that new student housing would be funded by housing rental income. Dr. Lamb reported that the administration is working with Brailsford & Dunlavey, a firm that specializes in university housing market studies. Their representatives have met with focus groups of students and administrators. They are analyzing the data and market conditions and the administration should have a comprehensive report of the need for additional housing at the August meeting.

Mr. Engelman asked if the student housing project should be moved to the top priority item. He expressed concern that the first two projects represented two-thirds of the university's annual income. Dr. Rogers noted that when the state issues TRBs the state traditionally has paid the debt. Mr. Engelman indicated that given the state's current fiscal situation, TRBs cause him concern. Dr. Rogers stated that TRBs have been authorized for over 30 years and the state has paid the principle and interest, with the exception of a two-year period. During the 2004-2005 biennium the legislature provided only interest on TRB debt. However, since that time the legislature has renewed the practice of funding all debt service related to TRB debt. Dr. Rogers noted that if MSU should have the opportunity to receive TRB funding in the future, he would recommend accepting the funding.

Mr. Engelman asked what a library would look like in 20 years. Dr. Rogers responded that a new facility would not be as large as Moffett. He indicated that a new facility would likely have a coffee shop, a great deal of leisure reading space and study carrels, as well as wireless capabilities throughout. Mr. Hessing stated that as this project becomes more of a reality, the board needs to have a healthy discussion regarding debt burden and the long-term benefit of these facilities to the students.

There being no further discussion, the motion was approved.

Control and Efficiency Upgrade Project – SECO Loan

11-89. Dr. Gunn reported that at the special board meeting in March, the board authorized the administration to continue pursuing funding for this project at an estimated cost of \$3.72 million. The project received initial approval by the State Energy Conservation Office (SECO) and the administration requested authorization to enter into a contract for the project design at a cost not to exceed \$230,000. Assuming final approval of the project design by SECO, the administration requested further that the board authorize the Executive Committee of the Board of Regents to approve final contracts for the project, with the total cost not to exceed \$3.72 million.

Dr. Rogers noted that the board and administration had discussed this project at great length for some time. He indicated his support of the item and noted that page five of the

Energy Assessment Report (EAR) presented a breakdown of the individual parts of the project, as well as the savings and payback for each component.

Mr. Owen stated that with board approval, Energy Systems Associates would complete the project design and the project would be put out for bid in mid-June. The bids would be returned in mid-July and a special meeting of the Executive Committee would be called to review the pricing and approve the final contracts. The project must be completed by December 31 as the funding source is stimulus funds.

Mr. Engelman noted that a previous board bought large chillers in 2003 and 2006 to centralize heating and cooling on campus. He expressed concern that the EAR recommends decentralizing the heating and cooling on campus, which is a move in the opposite direction. Mr. Owen responded that he was not at the university when the two 2,300 ton chillers were purchased. He stated that the energy load at the time was only 11,000-13,000 and there must have been an assumption of tremendous future growth. He added that chilled water is used in every building on campus year round and it will continue to use a centralized chiller. Mr. Engelman asked why steam would need to be generated during the summer. Mr. Owen noted that steam is needed to provide hot water during the summer for the residence halls and the Clark Student Center. With a decentralized system, the hot water will only be provided to specific sites rather than the total campus.

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

Mr. Hessing stated that the payback on the project looked very good. He asked if an extension would be available if the project could not be completed by December 31. Mr. Owen responded that the deadline of December 31 would be stipulated in the bid documents, with liquidated damages provided to the university if the project was not completed on time. He added that some of the items might have to be reconsidered if the price is too high or the project cannot be completed within the required time. Mr. Sandoval added that there did not appear to be an opportunity for an extension on the expenditure of funds.

Dr. Givens asked if the total project cost would remain at \$3.7 million if parts of the project were eliminated. Mr. Sandoval responded that if pieces of the project were removed from the project, the overall cost of the project would be reduced by a comparable amount. Mr. Owen added that SECO requires that each of the individual parts of the project provide appropriate payback, as well as the project as a whole. Dr. Rogers noted that the final contract would be presented to the Executive Committee for review and final approval.

Dr. Givens asked if the administration could report to the board on energy savings six months after the project is complete. Dr. Rogers indicated that the information would be provided. Mr. Engelman noted that Mr. Sandoval and Mr. Owen recently negotiated a

better rate on gas. He stated that the savings as a result of the price reduction should be removed from the analysis of overall savings to provide an actual project savings number.

There being no further discussion, the motion was approved.

Adjournment

The Executive Committee discussion concluded at 2:19 p.m.

Reviewed for submission:



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

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Finance and Audit Committee
May 12, 2011**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:19 p.m., Thursday, May 12, 2011. Finance and Audit Committee members in attendance were Mr. Shawn Hessing, Chairman; Mr. Charles Engelman; Dr. Lynwood Givens; and Ms. Jane Spears. Other regents attending the meeting were Mr. Mike Bernhardt, Mrs. Tiffany Burks, Dr. Carol Gunn, Mr. Sam Sanchez (via teleconference), and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Dan Williams, Chief of University Police; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Kyle Christian, incoming President of the MSU Student Government Association. Representing the news media were Ms. Brittany Norman, and Mr. Chris Collins, outgoing and incoming editors of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Mr. Paul Harrop, reporter for KAUZ News Channel 6.

Chairman Hessing called the meeting to order at 2:19 p.m.

Reading and Approval of Minutes

11-90. The minutes of the Finance and Audit Committee meeting February 10, 2011, were approved as presented.

Review and Acceptance of Financial Reports

11-91. Mr. Hessing noted that the administration recommended the financial reports for the months of January, February, and March, 2011, for acceptance. He added that these reports were previously distributed to the board. Mr. Sandoval noted that the expenses and revenues are in line with the budget. He added that the anticipated tuition and fee revenue of \$43 million would be met and exceeded.

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

Mr. Hessing stated that these reports reflect that the administration has done a fine job of getting the university into a good position to respond to further reductions in state funding. He added that revenues are very solid and expenses are under control.

There being no further discussion, the motion was approved.

Payment Voucher Authorization

11-92. Mr. Hessing noted that the state of Texas requires that the Board of Regents authorize individuals to approve payment vouchers for the university. The last time this action was taken by the board was in 2001. In order to bring the approval up to date, the administration requested authorization for the following: president, provost/vice president for academic affairs, vice president for administration and finance, comptroller, and two senior accountants designated by the controller.

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

FY 2010-2011 Items \$50,000 & Under Approved by President

11-93. Mr. Hessing reported that the list of budget changes was shown in the agenda document for ratification. Dr. Rogers commented on these items as shown below.

- A. The MSU band and cheerleaders travelled to Massachusetts to support the men's basketball team at the NCAA Division II Elite Eight. He stated that it was a good experience for the students and the source of funds was Unallocated Student Service Fees.
- B. Funds were required to begin the design process for the Clark Student Center electrical switch.
- C. The MSU band travelled to Kansas for the Kanza Bowl to support of the men's football team.
- D. The final item related to the university budget. As part of the budget reductions, M&O and travel budgets for virtually every university office will be reduced by 10%. Through an analysis of academic department budgets, it became apparent that the base funding provided to the various academic departments was not equitable. Dr. White developed a formula as to how much money each department should receive based on the number of faculty members within each department. Funding totaling \$23,288 was added to the department budgets that were below the formula amount. The 10% reductions were then applied to all of the departments, thus leveling the funding provided to all academic departments.

Dr. Givens moved the board ratify these items as presented. Ms. Spears seconded the motion and it was approved.

Review of Personnel Reports and Salary/Title/Position Changes in 2010-2011 Budget Approved per Board Authorization

11-94. Mr. Hessing noted that the report of personnel changes in January, February, and March, 2011, was presented for information in the agenda document. Additionally, salary, title, and position changes approved by the president were presented for ratification. Mr. Hessing asked Dr. Rogers to comment on these personnel changes.

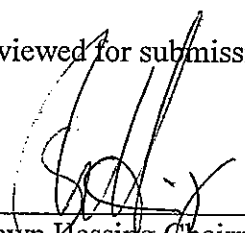
Dr. Rogers reported that he was pleased personnel costs had only increased by \$20,000 during this period. He noted that significant savings were achieved by filling sixteen positions at levels lower than the budgeted amounts. He added that he was pleased the university provided salary increases to certain faculty members who completed the doctorate. He stated that one overall full-time equivalent position was added to the budget with the general counsel position increasing from part-time to full-time and a custodial position increasing to full-time to provide services at the simulation center.

Mr. Engelman moved the board ratify these items as presented. Ms. Spears seconded the motion and it was approved.

Adjournment

The Finance and Audit Committee discussion concluded at 2:30 p.m.

Reviewed for submission:



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

MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
Investment Committee
May 12, 2011

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:30 p.m., Thursday, May 12, 2011. Investment Committee members in attendance were Mr. Charles Engelman, Chairman; Mr. Mike Bernhardt; and Dr. Carol Gunn. Other regents attending the meeting were Mrs. Tiffany Burks, Dr. Lynwood Givens, Mr. Shawn Hessing, Mr. Sam Sanchez (via teleconference), Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Dan Williams, Chief of University Police; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Kyle Christian, incoming President of the MSU Student Government Association. Representing the news media were Ms. Brittany Norman, and Mr. Chris Collins, outgoing and incoming editors of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Mr. Paul Harrop, reporter for KAUZ News Channel 6.

Chairman Engelman called the meeting to order at 2:30 p.m.

Reading and Approval of Minutes

11-95. The minutes of the Investment Committee meeting February 10, 2011 were approved as presented.

Review and Acceptance of Investment Report

11-96. Mr. Engelman reported that the second quarter 2011 investment report was previously distributed to the board and was presented for acceptance. He noted that three firms were selected to invest the Redwine Funds. He indicated that one firm's investments were up by two percent, another by almost five percent, and the third by seven percent. He added that when annualized these are good returns. Dr. Rogers asked if a three percent return on the funds by August to support the MSU Honors Program would be possible. Mr. Engelman responded that such a return should be available barring a major catastrophe that pulls the markets down.

Ms. Spears asked if the board had any input with regard to how the funds are allocated by the firms. Mr. Engelman responded that the university investment policy dictates to some extent the areas in which investments can be made. Ms. Spears noted that J.P. Morgan Chase was invested very lightly in stocks while Luther King invested all of its funds in stocks. She added that the difference in the performance of the firms reflects this differing philosophy. Mr. Engelman noted that it would take at least a year to evaluate the performance of the three firms. Mr. Hessing added that when looking at the three investment firms, the funds were well diversified and the overarching return is excellent. It was noted that American National Bank was also performing well with a 7.2% return on the MSU Endowment Funds they hold.

Mr. Bernhardt moved acceptance of this report as presented. Dr. Gunn seconded the motion and it was approved.

Adjournment

The Investment Committee discussion concluded at 2:41 p.m.

Reviewed for submission:



Charles E. Engelman, Chairman
Midwestern State University
Board of Regents Investment Committee

MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS
Personnel and Curriculum Committee
May 12, 2011

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 2:41 p.m., Thursday, May 12, 2011. Personnel and Curriculum Committee members in attendance were Dr. Lynwood Givens, Chairman; Mrs. Tiffany Burks; Mr. Sam Sanchez (via teleconference); and Ms. Jane Spears. Other regents attending the meeting were Mr. Mike Bernhardt, Mr. Charles Engelman, Dr. Carol Gunn, Mr. Shawn Hessing, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Dan Williams, Chief of University Police; Dr. Jim Owen, Chairman of the MSU Faculty Senate; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Kyle Christian, incoming President of the MSU Student Government Association. Representing the news media were Ms. Brittany Norman, and Mr. Chris Collins, outgoing and incoming editors of *The Wichitan*; Ms. Ann Work, reporter for the *Times Record News*; and Mr. Paul Harrop, reporter for KAUZ News Channel 6.

Chairman Givens called the meeting to order at 2:41 p.m.

Reading and Approval of Minutes

11-97. The minutes of the Personnel and Curriculum Committee meeting February 10, 2011, were approved as presented.

Faculty Senate Report

11-98. Dr. James Owen, MSU Faculty Senate Chairman, reported to the board as shown in Attachment 1. Dr. Rogers expressed appreciation to Dr. Owen for his leadership and congratulated him on being elected chair of the Faculty Senate for another term. Dr. Givens commented that a faculty member approached him on campus to thank him and the other regents for ensuring that none of the faculty were dismissed as a result of the budget reductions. Dr. Givens noted that the credit belongs to Dr. Rogers and the administration.

Staff Senate Report

11-99. Dr. Givens reported that Mr. Chris Gore, chairman of the MSU Staff Senate, was leaving the university to pursue a Ph.D. He thanked Chris for his service to Midwestern State and asked him to tell the board of his plans. Chris noted that he is in his fourteenth year at MSU. He indicated that he was excited by the opportunity to pursue a Ph.D. and that he hoped to eventually return to Wichita Falls.

Chris reported on the following activities since the last board meeting.

- A. Dr. Rogers addressed the Staff Senate and provided an update on the budget and cost cutting initiatives.
- B. Ms. Dianne Weakley spoke to the Senate regarding proposed policy changes.
- C. Mr. Dan Williams updated the Senate on parking and potential policy changes. He also provided information regarding proposed legislation dealing with handguns on campus. The Senate later posted a statement on its website indicating support for trained law enforcement personnel and campus police.
- D. Ms. Nicole Deese made a presentation to the Staff Senate on bullying.
- E. The Senate partnered with Sigma Alpha Epsilon, a non-profit student organization, in a quilt raffle. This fund raiser was a success and proceeds from the raffle will fund two scholarships for MSU staff members in the fall 2011.
- F. Elections were recently held and seven new senators were elected. The new executive committee in the fall will be Juan Ibarra, Parliamentarian; Peggy Brennan, Secretary/Treasurer; Matthew Park, Vice Chair; and Jolene Welch, Chair. The new senators and officers will assume their positions in September.

Dr. Rogers stated that Chris would be greatly missed by the university. He noted that Chris had taught World Geography in addition to his duties in admissions. He received a nice fellowship and will attend Oklahoma State University. He commented on his outstanding work with potential and entering students. Dr. Clark stated that he would also miss Chris a great deal. He noted that Chris works well with everyone on campus.

Holiday Schedules for Staff Employees – 2011-2012

11-100. Dr. Givens stated that the proposed holiday schedules for MSU staff employees were presented in the agenda document for consideration. Ms. Weakley noted that the university would be on a four-day, ten-hour workweek schedule in the summer which requires two separate holiday schedules. Staff employees will receive 13 holidays in the coming year, with the number determined by the number of holidays the state provides and whether those days fall on a weekend. The difference in the two schedules is that the employees who work the four-day workweek in the summer will have two additional days of Spring Break, which is actually their observance of Memorial Day and the Fourth of July.

Mrs. Burks moved approval of the schedules as presented. Ms. Spears seconded the motion and it was approved.

May 2011 Graduating Class

11-101. Dr. Givens noted the administration recommended approval of the list of candidates for May 2011 graduation as shown in the agenda. He reported that 673 students were on the list, compared with 688 in 2010.

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

Academic Program Deletion – Bachelor of Arts with a major in Geosciences

11-102. Dr. White reported that the university currently offers a Bachelor of Arts degree and a Bachelor of Science degree in geosciences. The BA program is not as rigorous as the BS in terms of math requirements and a field geology experience. The administration recommended discontinuing the Bachelor of Arts degree with a major in Geosciences. It was noted that the one student currently pursuing this degree would be allowed to complete the degree, but that no new students would be admitted into the program.

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

Academic Major Title Change – Sport and Fitness Management to Sport and Leisure Studies

11-103. Dr. White noted that the university currently offers a Sport and Fitness Management program. The administration recommended that the title of this major be changed to Sport and Leisure Studies to follow national trends. She noted that this recommended change reflects movement within the field by the National Association for Sport and Physical Education (NASPE), the National Recreational and Park Association (NRPA), and the Alliance for Health, Physical Education, Recreation, and Dance (AAHPERD). The change would enhance the quality and viability of the major and ensure that graduates are highly competitive in the market.

Ms. Spears asked if the administration had considered names other than leisure studies when looking at possible degree titles. Dr. White responded that while there were other choices that could have been made, this follows what is happening at other institutions and in the marketplace. She stated that a sport and leisure studies degree is what a student would pursue if he wanted to go to work in a fitness club or at an institution that offers physical therapy but he did not want to be a licensed physical therapist. She added that the administration is following national trends so that prospective employers will know from the title of the degree what an individual has studied. Dr. Rogers commented that he and Dr. White had discussed the appropriateness of this degree title. He stated his agreement that it was important that the program be in line with the national designations. Dr. White added that this change was proposed by the department and was approved by the college and the Academic Council.

Mr. Sanchez asked if a curriculum change would be necessary as a result of this name change. Dr. White responded that she did not anticipate a curriculum change as a result of this title change. As a point of clarification, she stated that the organizations listed do not specify names of degrees. However, the department reviewed best practices in the field and developed this recommendation.

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

Addition of Degree Program – Bachelor of Arts with a major in Sport and Leisure Studies

11-104. Dr. White reported that the university currently offers the Bachelor of Science with a major in Sport and Fitness Management. The previous board item recommended changing the title of the major to that of Sport and Leisure Studies. The administration requested authorization to offer the Bachelor of Arts degree with a major in Sport and Leisure Studies, in addition to the Bachelor of Science degree already offered. Dr. White noted that the Bachelor of Arts option would offer students the opportunity to pursue the liberal arts emphasis in this degree program.

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

Degree Program Administrative Changes – BS and MS in Exercise Physiology

11-105. Dr. White reported that this item was what she would call a “housekeeping” change. She stated that this type of item would have previously been approved and handled through the Texas Higher Education Coordinating Board (THECB). Changes in THECB rules require this type of action to be approved through an institution’s governing board. The administration recommended authorization to make these technical changes.

A. Change Classification of Instructional Programs (CIP) codes for the BS and MS with a major in Exercise Physiology from 31.0505.00 (Kinesiology and Exercise Science) to 26.0908.00 (Exercise Physiology). Dr. White noted that this change would better reflect the academic degree program description.

B. List with THECB the BS degree with a major in Exercise Physiology and the MS degree with a major in Exercise Physiology as BSEP and MSEP, rather than BS and MS respectively.

Mrs. Burks moved approval of this item as presented. Ms. Spears seconded the motion and it was approved. Dr. White noted that the administration would present a recommendation to the board at a future meeting with regard to the best way to act on these types of items.

Academic Department Reorganization/College of Health Sciences and Human Services

11-106. Dr. Givens reported that the administration recommended the combining of the Department of Criminal Justice and the Department of Health and Public

Administration into one academic department titled the Department of Criminal Justice and Health and Public Administration. Dr. Rogers explained that this change would result in academic efficiencies. He thanked Dr. White for her work on this matter.

Dr. White stated that the two departments function currently with two separate chairs and share one administrative assistant. She noted that at the beginning of the spring semester she asked the deans to look at possible efficiencies within their areas. This reorganization was at the initiative of Dr. Sportsman, dean of the College of Health Sciences and Human Services. Dr. White reported that the chair of the Department of Health and Public Administration was ready to step down and the current chair of criminal justice would be appointed chair over the new, larger department.

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

Mrs. Burks noted that the two departments seemed very different from one another and asked why they were selected to be combined. Dr. White responded that public administration and criminal justice are very much aligned. She added that a large number of students in the criminal justice baccalaureate program move on to the master's program in public administration.

There being no further discussion, the motion was approved.

MSU Policies and Procedures Manual Changes

11-107. Dr. Givens noted that a number of policy changes were recommended for approval as shown in the agenda document. He asked for a motion and second to approve the items prior to discussion. Mr. Sanchez moved approval of the items as presented. Mrs. Burks seconded the motion. The items were then explained and discussed as follows.

A. Policy 2.339 – Organization, Vice President for Institutional Effectiveness – Dr.

Givens explained that the administration recommended an addition to the *Manual* which describes the Student Support Services area of the university. Dr. Clark reported that this new program is funded by the U.S. Department of Education. The program is designed to assist low income, first generation, and disabled students, providing tutoring, counseling, and other assistance.

B. Policy 3.347 – Dependent Education Assistance Program – Dr. Rogers reported that

this program currently offers reduced tuition and fees to children and spouses of university employees. The cost to the university is \$158,000 per year. In an effort to reduce costs, the administration recommended changes to the program, to include the following: employee spouses and graduate students would no longer participate in the program and participants must enroll in at least six semester credit hours, must be under 25 years of age, and must maintain a 2.0 grade point average. The Faculty Senate requested that the policy include a sunset clause in the event university funding increases in the future. The administration agreed to the sunset clause and

recommended that the policy be reviewed in two years. Dr. Rogers reported that the anticipated savings would be \$80,000 per year.

- C. Policy 3.349 – Employee Background Checks – Dr. Givens reported that the current policy does not include penalties for misuse of access to the criminal history database and appropriate language was added to the policy.
- D. Policy 4.184 – Student Records Policies and Procedures – Dr. Clark noted that the policy was rewritten to make certain the wording was consistent in all university publications. He added that the rewrite was quite detailed and consistent with current and best practices across the country. Mr. Sanchez stated that in looking at page 19 of the attachment, the policy refers to a formal review committee when individuals have concerns regarding their records. The previous policy specified the makeup of such a committee. He asked if there was a reason the committee structure was not specifically identified in the proposed policy. Dr. Clark responded that the makeup of the committee would be determined based upon the specific situation and the individuals and areas of the university involved. He added that, as a matter of practice, the people involved in the specific situation would be brought into the process by the appropriate vice president.
- E. Policy 4.152 – Police Department Administration Regulatory Ordinances – Dr. Rogers reported that as part of the budget and cost efficiencies review process, the administration was recommending that benefit-eligible faculty, staff, and graduate teaching assistants be assessed a vehicle registration fee, effective with the fall 2011 semester. Additionally, the recommended policy change included increases to student vehicle registration fees and violation fees. He noted that as far as he was aware MSU was the last university in Texas to require vehicle registration fees for faculty and staff. Dr. Farrell commented that the administration is concerned about campus safety. He noted that the additional revenue, estimated to be \$155,000 per year, would be directed to safety issues. He stated that the recommended fee for faculty and staff is based on salary. He added that individuals making \$30,000 or less each year would pay a \$3 per month vehicle registration fee. Individuals making more than that amount would be assessed \$4.17 per month. The president and vice presidents would pay \$250 per year and associate vice presidents and deans would pay \$150. He noted that the recommendation of equity based on salary was supported by the faculty and staff. He added that student registration fees would increase from \$32 to \$50 per year.

Ms. Spears asked why it was not recommended that regents pay for parking. Dr. Farrell responded that there are only two board parking spaces and regents are not on campus every day.

Dr. Farrell introduced Chief Dan Williams and expressed his appreciation for the work Chief Williams has done since coming to MSU. Chief Williams noted that he would like to provide additional training opportunities for the campus police

officers. He added that he hoped to increase safety on campus and to incorporate additional safety programs for faculty, staff, and students.

Mrs. Burks noted that with this policy change students would pay \$50 per year while employees who make less than \$30,000 annually would pay \$36. She indicated that some students might find this disconcerting and asked how the administration determined the recommended registration fees. Dr. Farrell responded that until this time, faculty and staff have not paid anything. He noted that the administration had a dialogue with the various constituencies and it was suggested that the employees paid at lower levels should pay less. Ms. Burks asked how the employees would pay the fee. Mr. Sandoval responded that payroll deduction would be used.

Mr. Sanchez stated that he shared Mrs. Burks' concerns and noted that the increase was quite extravagant. He asked if the proposed fees were comparable to what is charged at other universities in Texas. Dr. Rogers responded that the administration surveyed other campuses to determine an appropriate recommendation. Mr. Sanchez stated that parking has been an issue at the university for quite some time. He expressed concern that the students would have to pay more and there would continue to be parking issues on campus. Dr. Farrell noted that the university police department recently completed a campus parking survey. He stated that parking is available on campus; however, spaces may not always be available in the center of campus and near certain buildings.

Mrs. Burks stated that she did not have an issue with the student registration amount being \$50 per year, but rather her issue was with the \$36 fee for certain employees. She noted that by increasing the \$36 fee to \$50, employees would pay a little more than one dollar per month more. She indicated her feeling that such a change would appear more equitable with faculty, staff, and students paying the same amount. Dr. Farrell stated that perhaps that was something that could be considered in the future. Mr. Sanchez agreed with this idea.

- F. Policy 4.188 – Mobile Communication Devices – Dr. Givens reported that in 2009 the board authorized a Mobile Communication Devices policy. The implementation of the policy was postponed pending clarification of Internal Revenue Service rules. The administration recommended that the policy be fully implemented September 1, 2011 as presented in the agenda. Dr. Rogers noted that certain faculty and staff members currently use university-owned mobile communication devices at an overall cost to the university of approximately \$96,000 per year. With this policy change, employees required to have a communication device as part of their university duties will receive a stipend. The employee will then be expected to pay for his own cell phone and service. Dr. Rogers stated that this change would likely save the university \$40,000 each year.

Dr. Givens thanked the board for the discussion. He noted that there was a motion on the floor. The motion was approved by a vote of seven ayes and one nay, with Mrs. Burks

voting nay. Mrs. Burks stated that the only policy she was not in favor of was Item E - Policy 4.152 – Police Department Administration Regulatory Ordinances.

Emeritus Status

11-108. Dr. Rogers explained that emeritus status is an honorary designation and title for retiring individuals. It requires a recommendation by the individual's department head and dean, as well as the Faculty Senate and the provost.

Faculty Promotions

11-109. Dr. Rogers reported that many MSU faculty members meet the minimum requirements of time in position, as well as degree held, but do not apply for promotion because the standards are stringent and based upon research, publication, public service, and teaching. The process begins with recommendations from the department head to the dean, the college committee, the university committee, the provost, and the president. He noted that specific recommendations would be discussed in closed session.

Faculty Tenure

11-110. Dr. Rogers stated that faculty members applying for tenure are thoroughly reviewed in exactly the same process as with promotions. The law requires that only the Board of Regents can award tenure. Once a faculty member has tenure they have the right to due process before dismissal. Dismissal of tenured faculty may be considered in cases of professional incompetence, neglect of professional duties, and serious professional misconduct, such as moral turpitude, sexual harassment, or plagiarism. Dr. Rogers noted that a faculty member receives a large vote of confidence from the university when they are given tenure. Standard procedure is that from the time a faculty member joins the university they have six years for the university to make a decision about their tenure. He stated that MSU has rigorous standards for the process.

Recess

The board meeting recessed at 3:55 p.m. The open meeting resumed at 4:08 p.m.

Executive Session

Dr. Gunn announced that the Board of Regents would go into closed session as allowed by the Texas Government Code Chapter 551, Section 551.074, Personnel Matters, to consider Items 11-108 (Emeritus Status for Faculty), 11-109 (Faculty Promotions), and 11-110 (Faculty Tenure). The closed session was properly announced at 4:08 p.m. Board members, Dr. Rogers, Dr. White, Dr. Clark, Mr. Sandoval, Dr. Farrell, Mr. Macha, Mr. Spencer, and Ms. Barrow remained for the discussion.

Open Meeting Resumes

The closed session ended at 4:55 p.m. with an announcement by Dr. Gunn that no action was taken during the Executive Session. The open meeting immediately resumed.

Emeritus Status

11-108. Dr. Givens recommended the following individuals be granted emeritus status upon their retirement.

- Dr. Ernest Dover – Associate Professor of Political Science – 26 years
- Dr. Thomas Galbraith – Associate Professor of English – 32 years
- Dr. Lynn Hoggard – Professor of English and Foreign Languages – 22 years
- Dr. Charles Olson – Assistant Professor of English – 10 years
- Dr. Arvilla Taylor – Associate Professor of English – 42 years

Mrs. Burks seconded the motion and it was approved.

Faculty Promotions

11-109. Ms. Spears recommended the following individuals for promotion.

From the Rank of Instructor to Assistant Professor:

SusAnn Key, M.A.	Academic Support Center
Connie Richardson, M.Ed.	Mathematics

From the Rank of Assistant Professor to Associate Professor:

Guy Bernard, Ph.D.	Mathematics
Jeff Hood, Ph.D.	Mathematics
Michelle Knox, Ph.D.	Mathematics
Adam Lei, Ph.D.	Finance
Catherine Prose, M.F.A.	Art
Terry Patton, Ph.D.	Accounting
Jianguo Shao, Ph.D.	Chemistry

From the Rank of Associate Professor to Professor:

Stuart McClintock, D.M.L.	Foreign Languages
Frank Wyatt, Ed.D.	Athletic Training/Exercise Physiology

Mr. Sanchez seconded the motion and it was approved.

Faculty Tenure

11-110. Mrs. Burks recommended the following individuals be granted tenure.

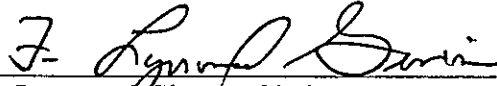
Salim Azzouz, Ph.D.	Mechanical Engineering
Rebecca Dodge, Ph.D.	Geosciences
Steve Hilton, M.F.A.	Art
Qian Li, Ph.D.	Finance
Jianguo Shao, Ph.D.	Chemistry
Bob Thomas, Ph.D.	Accounting

Ms. Spears seconded the motion and it was approved.

Adjournment

There being no further business, the Personnel and Curriculum Committee discussion concluded at 4:58 p.m.

Reviewed for submission:



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

ATTACHMENT:

1. Faculty Senate Report



Midwestern State University Faculty Senate Summary

12 MAY 11 Board of Regents Report

A significant portion of the MSU Faculty Senate time this spring has been directly or indirectly related to budget issues that MSU must resolve in light of the expected funding cuts to be made by the state. The senate selected Dr. Mark Farris and Dr. Terry Patton to be faculty representatives on the university budget oversight committee. These representatives along with the Senate Chair make up the faculty presence on the budget oversight committee. University budget updates have been provided at each of the senate meetings this spring.

At its spring meeting, the Texas Council of Faculty Senates (TCFS) adopted two resolutions dealing with (1) proposed legislation regarding firearms on university campuses and (2) the impact of budget constraints on faculty workload. The MSU Faculty Senate adopted both of these resolutions to reflect its local support for the TCFS initiative and to communicate these positions to the MSU administration. The resolutions (1) oppose the adoption of the bill that would permit concealed weapons to be carried on university campuses and (2) recognize budget constraints that will likely be imposed but oppose increasing teaching loads for faculty while maintaining existing requirements and expectations for research and service.

Various discussions regarding parking issues throughout the MSU campus were discussed on several occasions. Chief Dan Williams attended the April meeting and reported on the changes anticipated to be in place at the beginning of the 2011 – 2012 academic year.

After budget discussions in Austin began to stall following the completion of action in the House of Representatives, Dr. Rogers attended the April Senate meeting to review the items that MSU had selected to reduce or eliminate toward reducing our operating budget for the next biennium. Dr. Rogers also addressed several questions raised by the Faculty Senate.

The Senate recommended that a sunset provision be added to MSU Policy 3.347: Dependents Educational Assistance Policy. The Senate recognized the need for the recommended changes, but suggested that a sunset provision be included so that the policy could be revisited at an appropriate future date. This recommendation was

adopted by the budget oversight committee and a two year sunset provision has been included in the policy changes that are being proposed.

Some issues related to academic dishonesty have surfaced and the Senate has been invited by Provost White to participate in these discussions and any resolutions that are adopted. Senators LaBeff, Roberts, and Mills will represent the senate regarding these issues.

Faculty Senate officers elected at the May 2011 meeting are:

Chair: James Owen, Dillard College of Business Administration

Vice-Chair: Kathy Roberts, College of Health Sciences and Human Services

Secretary: Stuart McClintock, Prothro-Yeager College of Humanities and Social Sciences

Treasurer: Chuck Bultena, Dillard College of Business Administration

Parliamentarian: Don Henschel, Fain College of Fine Arts

An archive of the Faculty Senate meeting minutes can be found on the Faculty Senate Web Page from the MSU homepage. These are typically posted within ten days of each meeting.

Respectfully,

Jim Owen, Chair
Midwestern State University Faculty Senate

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Student Services Committee
May 12, 2011**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 4:58 p.m., Thursday, February 10, 2011. Student Services Committee members in attendance were Mr. Charles Engelman, Chairman; Mrs. Tiffany Burks; Dr. Lynwood Givens; and Mr. Sam Sanchez (via teleconference). Other regents attending the meeting were Mr. Mike Bernhardt, Dr. Carol Gunn, Mr. Shawn Hessing, Ms. Jane Spears, and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, outgoing President of the MSU Student Government Association (SGA) and Mr. Kyle Christian, incoming SGA President. Representing the news media was Mr. Chris Collins, incoming editor of *The Wichitan*.

Chairman Engelman called the meeting to order at 4:58 p.m.

Reading and Approval of Minutes

11-111. The minutes of the Student Services Committee meeting February 10, 2011, were approved as presented.

Student Government Report

11-112. Outgoing Student Government President Chris Stolarzyk thanked the board for their efforts on behalf of the university. He reported that he would graduate Saturday and planned to attend graduate school. He noted that he had been accepted to George Washington University in Washington, D.C. to pursue a master's degree in political management. He added that he was also accepted to study at MSU, as well as a university in Minnesota. He thanked Dr. Lamb for his work with SGA and thanked the board for the opportunity to participate in the meetings.

Incoming SGA president Kyle Christian noted that he is an economics and finance major at MSU. He is from the island of Antigua in the Caribbean. Kyle reported that he came

to MSU in 2009 and has been involved in many different aspects of the university. He stated that he has written for *The Wichitan* and was a phonathon worker. He added that he is a member of the Dillard Student Advisory Board and the Artist Lecture Series. He indicated that he looked forward to working with the administration and the Board of Regents.

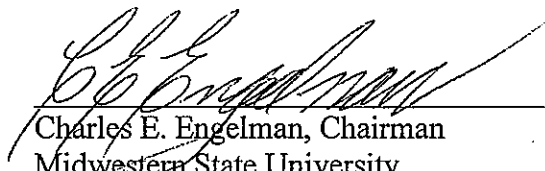
Mr. Engelman stated that Chris did an excellent job of representing the students and the university. He wished him well in his future endeavors. He thanked Kyle for his service to the university.

Mr. Engelman noted that he had met with Dr. Lamb and Chris to discuss trying to reduce the cost of textbooks at MSU. He asked Keith to comment on how this is being addressed at this time. Dr. Lamb reported that beginning in the fall the university bookstore would offer a textbook rental program. He added that a number of titles would be available for electronic purchase or rental. Mr. Engelman thanked Keith and Chris for their input and interest in this matter.

Adjournment

The Student Services Committee discussion concluded at 5:07 p.m.

Reviewed for submission:


Charles E. Engelman, Chairman
Midwestern State University
Board of Regents Student Services Committee

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**University Development Committee
May 12, 2011**

The Board of Regents, Midwestern State University, met in regular session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 5:07 p.m., Thursday, May 12, 2011. University Development Committee members in attendance were Ms. Jane Spears, Chair; Mr. Mike Bernhardt; and Mrs. Tiffany Burks. Other regents attending the meeting were Mr. Charles Engelman, Dr. Lynwood Givens, Dr. Carol Gunn, Mr. Shawn Hessing, Mr. Sam Sanchez (via teleconference), and Student Regent David Reyna.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Alisa White, Provost and Vice President for Academic Affairs; Mr. Juan Sandoval, Vice President for Administration and Finance; Dr. Howard Farrell, Vice President for University Advancement and Student Affairs; and Dr. Robert Clark, Vice President for Institutional Effectiveness. Other university personnel attending the meeting included Mr. Keith Lamb, Associate Vice President for Student Affairs; Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Charlie Carr, Director of Athletics; Mr. David Spencer, Internal Auditor; Mr. Barry Macha, General Counsel; Ms. Dianne Weakley, Director of Human Resources; Mr. Chris Gore, Chairman of the MSU Staff Senate; Ms. Julie Gaynor, Interim Director of Public Information and Marketing; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Also attending the meeting were Mr. Chris Stolarzyk, outgoing President of the MSU Student Government Association (SGA) and Mr. Kyle Christian, incoming SGA President. Representing the news media was Mr. Chris Collins, incoming editor of *The Wichitan*.

Chair Spears called the meeting to order at 5:07 p.m.

Reading and Approval of Minutes

11-113. The minutes of the University Development Committee meeting February 10, 2011, were approved as presented.

Summary of Financial Support 9/1/10 – 4/15/11

11-114. This report was shown in the agenda as information only. Ms. Spears noted some of the gifts received since the last board meeting.

- A. Two substantial gifts were received to support the purchase of the Surgi-Center building:
1. \$250,000 from the J. S. Bridwell Foundation, and
 2. \$100,000 from United Regional Health Care System.

- B. A gift of \$15,000 was received from the Waggoner Foundation to support scholarships for students in the health sciences.
- C. A gift of \$7,500 was received from the Estate of Dorothy Brown to benefit disabled students at MSU.
- D. Financial support provided to Midwestern State University during this fiscal year has totaled over \$3.5 million.

Ms. Spears noted that she recently attended the opening of the Dillard Investment Lab and recommended that regents take the opportunity to see this facility if they have not done so. She indicated that this is an outstanding addition to the Dillard College of Business Administration. She noted that Ms. Kay Dillard was responsible for this new opportunity for MSU students and suggested board members add Ms. Dillard to the list of individuals to thank. She encouraged board members to write notes to recent donors.

Naming of University Facilities

11-115. Ms. Spears presented the administration's recommendation that the Regional Simulation Center be named the "J. S. Bridwell Regional Simulation Center" in recognition of the support received from the J. S. Bridwell Foundation. Dr. Rogers noted that the university paid \$450,000 for the facility and the J.S. Bridwell Foundation contributed \$250,000 toward its purchase. He added that the foundation had provided gifts to the university totaling \$6.5 million. He indicated that this was an appropriate recognition for the continuing support of the J.S. Bridwell Foundation.

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

Adjournment

The University Development Committee discussion concluded at 5:13 p.m.

Reviewed for submission:



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

