

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

**Executive Committee
May 9, 2013**

The Executive Committee of the Board of Regents, Midwestern State University, met in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 1:35 p.m., Thursday, May 9, 2013. Executive Committee members in attendance were Mr. Shawn Hessing, Chairman; Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; and Mrs. Jane Carnes, Member-at-Large. Other regents attending the meeting were Mrs. Tiffany Burks (via teleconference), Mr. Charles Engelman, Dr. Lynwood Givens, Mr. Jeff Gregg, and Student Regent Holly Allsup.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; Dr. Howard Farrell, Vice President for University Advancement and Public Affairs; and Dr. Robert Clark, Vice President for Administration and Institutional Effectiveness. Other university personnel attending the meeting included Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Matt Park, Associate Vice President for Student Affairs; and Dr. Pam Morgan, Associate Vice President for Outreach and Engagement. Additional university personnel attending were Dr. Jim Owen, Chairman of the Faculty Senate; Mr. Charlie Carr, Director of Athletics; Mr. Barry Macha, General Counsel; Mr. David Spencer, Internal Auditor; Ms. Dianne Weakley, Director of Human Resources; Ms. Dawn Fisher, Assistant Director of Human Resources; Ms. Gail Ferguson, Controller; Ms. Valarie Maxwell, Director of Budget and Management; Mr. Randy Kirkpatrick, Chief Information Officer; Dr. Michael Mills, Director of Housing and Dining Services; Ms. Julie Gaynor, Director of Marketing and Public Information; Ms. Cindy Ashlock, Executive Assistant to the President; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the student body were Mr. Anthony Gallina, outgoing Student Government Association (SGA) president and Ms. Melody Coffee, incoming SGA President. Representing the news media were Ms. Ann Work, reporter for the *Times Record News*, and Ms. Michelle Dixon and Mr. Rod Spencer, with KFDX-TV III.

Chairman Hessing called the meeting to order at 1:35 p.m.

Reading and Approval of Minutes

13-89. The minutes of the Executive Committee meeting February 14, 2013 were approved by the committee as presented.

Campus Master Plan and Construction Update

13-90. Mr. Hessing noted that information regarding major construction projects and an update on smaller projects was included in the agenda. Mr. Hessing noted that the Gantt chart was very helpful and would be included in the report each meeting.

Capital Expenditure Plan (MP1) Report - FY 2014-2018

13-91. Mr. Hessing stated that each year the Texas Higher Education Coordinating Board (THECB) requests an update of the university's five-year plan for construction, land acquisition, information resource projects, and major repair and renovation projects. The proposed MP1 report was included in board members' folders and was presented for their approval (see Attachment 1).

Dr. Rogers noted that the list is presented in as close to priority order as possible although it is difficult to predict availability of funds and needs during the next five years. He added that the Moffett Library project of \$30 million is still under consideration by the legislature.

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

Mr. Engelman asked if an overall plan of the Moffett Reconstruction Project was available. Dr. Rogers responded that a final plan had not yet been developed. Ms. Barrow added that a concept statement was included in the Legislative Appropriations Request (LAR). Mr. Engelman indicated that he had been pushing for a better computing cloud for the campus and had wondered if that might be included as part of the project. Dr. Rogers responded that technology would definitely be included in the project. Mr. Engelman asked about Wi-Fi service throughout the campus. Ms. Barrow noted that Dr. Clark would provide a technology update later in the meeting.

There being no further discussion the motion was approved.

Drought Alternative Water Well Project

13-92. Mr. Hessing reported that the Board of Regents previously authorized \$75,000 for the design and construction of a well water distribution system. He noted that bids received put the project at \$85,000. The administration requested authorization to increase the amount of the project by \$10,000 with utility savings used to fund the additional cost.

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

Mr. Bryant asked how many wells were included in the project. Mr. Owen stated that two existing wells would be included in the project. He noted that the project would provide the system to pull the water out of the ground, store the water, and spray the water. Mr. Bryant asked what would be used to store the water. Mr. Owen responded that the water would be stored in 8,000 gallon tanks. Mr. Engelman asked about the depth and supply of the Seymour Water Aquifer. Mr. Owen responded that the current wells are 29 foot wells and they produce a good supply of water. Mr. Engelman expressed his concern that if a large number of people and businesses begin using the Seymour water, it could put a drain on the supply and deeper wells would be needed. Mr. Owen responded that this was a consideration; however, when the city approved Stage 4 restrictions there will not be any other option if we are to water these expensive fields. Mrs. Carnes asked about the restrictions on the use of this water. Mr. Owen stated that

the water would be used for the two sand-based football fields. He commented that the water would not be good for the soccer or softball fields because they are clay based and the water contains high levels of salt.

There being no further discussion, the motion was approved.

Consideration of Possible Addition of Baseball at MSU and Baseball Stadium Architect Selection

13-93. Mr. Hessing noted that the administration and a group of community supporters have worked as an exploratory committee to consider the possible future addition of men's baseball at MSU, as previously authorized by the Board of Regents. Pledges have been made to support this project and the administration needs board action to move forward in the process. Mr. Hessing asked Dr. Rogers to provide an update on the matter.

Dr. Rogers reported that the committee has met numerous times and interest in bringing baseball to Midwestern State continues. He noted that pledges have been made by foundations and individuals. He added that a contract with an architect is needed to determine what type of facility could be built and the approximate cost.

Mrs. Carnes moved that the board authorize the administration to proceed with raising funds for the possible addition of baseball at MSU and to work with the Executive Committee of the board to select an architect for the design of a baseball stadium as presented. Mr. Bernhardt seconded the motion.

Dr. Rogers reported that a donor had provided funds to pay for an architect to provide renderings and cost estimates. He added that if the project does not move forward, no additional work would be done. However, if funds are available and the project moves forward, the architect would continue to work through the design and construction phases. Mr. Bryant asked if an architect would recommend placement of the stadium. Dr. Rogers responded that they would make recommendations on all aspects, including the location.

Dr. Givens stated that the discussions to this point had been limited to the cost of building a stadium. He noted that additional costs are involved that may pale in comparison to the building costs. He indicated that he would like to see other implementation costs as well. Mr. Hessing added that the cost projections should include maintenance of the facility as well as a five-year plan of overall costs of the team. Mr. Hessing asked Mr. Carr if projected costs of fielding a team could be presented to the board in August. Mr. Carr indicated that the information would be provided.

Mr. Gregg asked if the university could possibly field a team and play at Hoskins Field if a stadium on campus proved to be too expensive. Dr. Rogers responded that in discussions with the exploratory committee it was not considered to be an option.

Mr. Hessing asked Ms. Barrow if the motion needed to be modified in order to ask Mr. Carr to bring the business plan of a baseball team to the August meeting. Ms. Barrow responded that it did not and that she would be certain it was included on the agenda.

There being no further discussion, the motion was approved.

Technology Update

13-94. Mr. Hessing reported that during the February board meeting, Mr. Sanchez asked for an update on campus technology at this meeting. Dr. Clark introduced Mr. Randy Kirkpatrick, new Chief Information Officer at MSU. Dr. Clark then reported on the following.

- A. Classroom Technology – during FY 13, approximately \$250,000 was expended to upgrade technology in 10 classrooms. These rooms were selected and prioritized by the provost and deans. Plans continue to upgrade 10 additional classrooms in FY 14.
- B. Campus Wireless Technology – work continues to upgrade the infrastructure of wireless capability on campus. Dual wireless controllers have been installed to help handle the wireless traffic on campus and network access controllers were added to assist with the security of the network. External access points have been installed to increase accessibility on campus.
- C. Telephone Switch Replacement – the switch hardware is arriving and training classes have been completed. It is anticipated that the new system will be implemented June 21 and the phone interruption should be 12-16 hours only.
- D. Portal Project – this project has been moving well throughout the year. Students should have access to the portal May 20.

Mr. Bryant asked how prospective students will use the portal. Dr. Lamb responded that prospective students will use the portal that is part of the Recruiter product. Once a student is admitted he will move into the Banner system and will have access to the portal Dr. Clark mentioned.

Mr. Hessing noted that this item was presented as a point of information only.

Campus Housing Internet Service

13-95. Mr. Hessing reported that the administration issued a Request for Proposal (RFP) for a vendor to provide turnkey wired and wireless internet solutions for campus housing. He asked Dr. Lamb to provide information regarding this matter. Dr. Lamb reported that campus housing is not completely wireless at this time. He stated that this service would cost the institution approximately \$500,000 during the next three years. He added that a ratification item would likely appear on the August agenda to spend \$50,000 out of Housing Reserves so that the project can be completed by August 1. He reported that the remainder of the cost would be paid through housing rental income during the next three

years. He asked Dr. Michael Mills, Director of Housing and Dining Services, to provide additional information regarding this project.

Dr. Mills reported that students have repeatedly indicated through housing surveys that wireless is needed. The responses to the RFP were evaluated and Apogee Advanced Resident Solutions was selected. They are the leading provider for higher education in the country. Apogee will provide more than seven times the band width available now. The students will have a 24/7 dedicated support center with an on-site campus coordinator on campus during move in and orientation. At the end of the three-year contract, all of the upgrades and infrastructure they have installed will be the property of MSU.

Mr. Hessing noted that this item was presented as a point of information only.

Bookstore Contract

13-96. Mr. Hessing reported that the university had solicited proposals from qualified vendors for the operation of the bookstore on the campus of Midwestern State University. He noted that an information sheet was presented as shown as Attachment 2. Dr. Lamb reported that Barnes and Noble College Booksellers have operated the MSU bookstore since 1988. He stated that the current contract expires at the end of May, 2013, and a Request for Proposal (RFP) was issued. A committee of faculty, staff, and students evaluated the proposals that were submitted. Based on the evaluation by the committee members, the administration recommended that the Follett Higher Education Group be engaged to operate the on-campus bookstore beginning June 1, 2013. Dr. Lamb noted that Follett is the largest on-campus bookstore provider in the country. He added that Follett put forth the best financial considerations for the institution and have the strongest resources of any company responding to the RFP. The proposed contract would be for five years with an option of five one-year period extensions after the original five years.

Mr. Bryant moved approval of this contract with Follett Higher Education Group to operate the MSU on-campus bookstore beginning June 1, 2013, as presented. Mr. Bernhardt seconded the motion.

Mr. Hessing noted that as he reviewed the matter the compelling considerations were the size of the company, the financial considerations they offered, and the recommendations the firm received.

There being no further discussion the motion was approved.

Holiday Schedules for Staff Employees – 2013-2014

13-97. The holiday schedules for Midwestern State University staff employees for the 2013-2014 fiscal year were recommended for approval as presented in the agenda. Ms. Weakley reported that the state designates a certain number of holidays for state employees. Institutions of higher education are allowed to determine when those holidays are taken. If a holiday falls on a Saturday or Sunday, the university is not allowed to count that day as a holiday; that is the reason the holidays fluctuate in number

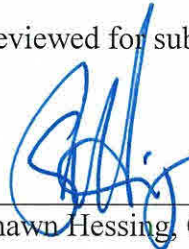
each year. Ms. Weakley noted that the administration plans to operate on a four-day work schedule during the summer of 2014. Some of the employees will continue to work a five-day schedule and that is why two different holiday schedules are presented for approval. She explained that the difference in the two schedules is Memorial Day and the Fourth of July. For those people working the four-day schedule the employees will work forty hours during those two weeks and will take the two holidays during Spring Break.

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

Adjournment

The Executive Committee discussion concluded at 2:15 p.m.

Reviewed for submission:



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

ATTACHMENT:

1. Bookstore Contract Information Sheet

Midwestern State University
 Capital Projects - MP 1
 Fiscal Years 2014-2018
 Item 13-91

Project Name	Priority	Project Cost	Sources
Moffett Building Reconstruction	1	\$30,000,000	Future Tuition Revenue Bond Funding Request
Christ Academy Facilities Renovation	2	\$4,000,000	Higher Education Assistance Fund (HEAF) & Private Funds
University Police Station Building	3	\$1,000,000	Higher Education Assistance Fund Bond
New Student Residence Hall and Housing Offices*	4	\$18,000,000	Housing Student Rental Income
Clark Student Center Food Service Addition*	5	\$2,000,000	Auxiliary Services
Bolin Science Hall Expansion	6	\$3,000,000	Future Tuition Revenue Bond Funding Request
J.S. Bridwell Hall Expansion	7	\$8,000,000	Future Tuition Revenue Bond Funding Request
Fain Fine Arts Center ADA & Fire Safety Renovation	8	\$10,000,000	Future Tuition Revenue Bond Funding Request
New Academic Classroom/Athletic Administration Building	9	\$1,900,000	HEAF, HEAF Bond, and Private Funds
Hardin Building Infrastructure Renovation	10	\$10,000,000	Higher Education Assistance Fund Bond
Baseball Stadium	11	\$4,000,000	Private Funds
Total		\$91,900,000	
Projects <\$1 MM not reported to THECB.			
*Qualification and cost based on sufficient enrollment and demand.			

**Bookstore Contract
Agenda Item 13-96**

Midwestern State University has contracted with Barnes & Noble College Booksellers, Inc., to operate its on-campus bookstore since 1988. The current contract with Barnes & Noble expires May 31, 2013. As such, a Request for Proposals for an on-campus bookstore operator was issued. Four companies submitted proposals:

1. Barnes & Noble College Bookstores, Inc.
2. Follett Higher Education Group
3. Neebo
4. Texas Books

A committee consisting of the following individuals evaluated the proposals and made a recommendation to the Vice President for Student Affairs and Enrollment Management:

1. Dail Neely, Dean of Students, Chair
2. Dr. Terry Patton, Dean, Dillard College of Business Administration
3. Dr. Kristen Garrison, Assistant Professor of English
4. Kyle Williams, Assistant Director of Athletics, Development
5. Kyle Contreras, Accountant III, Business Office
6. Anthony Gallina, Student Government Association President

The committee utilized a point system for the proposals, with a score of “1” being the lowest and a score of “5” being the highest. Following is the committee’s rating matrix:

Vendor	Financial Statement	Electronic Platform	Experience at MSU	Financial Agreement	Marketing Plan	Market Strength	References	Total
B&N	2	5	5	3	4	4	4	27
Follett	5	4	1	5	4	5	5	29
Neebo	1	1	1	4	3	2	N/A	12
Tx Books	1	1	1	2	2	2	N/A	9

Given the committee’s rating of each company, the administration intends to recommend that the Follett Higher Education Group be engaged to operate the on-campus bookstore beginning June 1, 2013. In forming this recommendation, the following were considered:

- Follett realized the most points in the rating matrix.
- Follett operates more than 930 on-campus bookstores.
- Follett is the largest contract bookstore operator in the State of Texas, with some 67 stores.
- Follett has the highest Dun and Bradstreet rating of any college bookstore management company (5A2).
- Follett’s financial offer to MSU is some \$200,000 greater than Barnes & Noble over a five-year period.
- Follett had the strongest references of the two companies.