



Board of Governors' Meeting

Thursday, 5/14/2020

1:00 - 5:00 PM CT

<https://missouristate.zoom.us/j/97954240407>

I. Roll Call Presented By: Governor Craig Frazier

II. Approval of Minutes Presented By: Governor Craig Frazier

2.19.2020 Risk Management and Audit Committee Meeting - Open Minutes - Page 4

2.21.2020 Finance and Facilities Committee Meeting Minutes - Page 7

2.21.2020 Programs and Planning Committee Meeting Minutes - Page 11

2.21.2020 Board of Governors Meeting - Open Minutes - Page 14

III. Committee Reports

A. March Executive Committee Presented By: Governor Craig Frazier

IV. Report on Coronavirus-related events, issues and decisions

A. COVID-19 update for Missouri and Springfield Presented By: Mr. Clay Goddard and Mayor Ken McClure

B. Overview and summary of events Presented By: President Clif Smart and Mr. David Hall

IV.B. Policies & Directives due to Coronavirus - Page 22

C. Phase I: Transitioning to a New Work and Delivery of Classes Plan Presented By: President Clif Smart and Dr. Frank Einhellig

1. Work Plan Update

2. Class Transition Report

3. Building Closures

4. Policies

IV.C.4. BOG Resolution - Ratification of COVID-19 Employment Policies - Page 24

5. Directives

a Spring break extended to prepare for online class instruction

b Move all classes online in spring and summer 2020

c Create division critical worker plan

d Repurpose employees and move others to reduced pay/nonwork status

e Travel prohibition through June 30

f Cancel university events through June 30

g Modify parking restrictions

h Extend tenure clock

D. Phase II: Student Support

1. Initial decisions/overview Presented By: President Clif Smart

2. Housing update Presented By: Dr. Dee Siscoe

3. Hotline set up and results Presented By: Dr. Kelly Wood

4. Survey results Presented By: Dr. Keri Franklin

IV.D.4. Student Survey Results - Page 27

5. Calling strategies Presented By: Drs. Keri Franklin, Dee Siscoe, and Dave Meinert

6. Financial support through the Foundation and CARES Act Presented By: Mr. Ryan DeBoef

7. Policies Presented By: President Clif Smart

IV.D.7. BOG Resolution - Ratification of COVID-19 Student Policies - Page 33

a Housing / Dining Refund Policy

b Modification of Op5.01-3 Freshman Admission Requirements to be test-optional for fall

c Modification of Op3.04-37 Pass/Not Pass Grading Option Policy

d CARES Act Emergency Financial Aid Distribution Policy

8. Directives Presented By: President Clif Smart

a Increase threshold from \$200 to \$1,000 for financial holds on university accounts

b Consolidate and repurpose student housing

c Senior Physical Therapy Tuition Refund

d Reschedule and conduct virtual commencements

e Extend various deadlines

f Graduate health care cohorts early

g Establish the Return to Finish Scholarship

9. Recruiting Report Presented By: Dr. Rob Hornberger

E. Phase III: FY20 Budget Revisions (additional details tomorrow) Presented By: President Clif Smart and Mr. Steve Foucart

1. Overview of reductions in funding

2. Actions taken to preserve assets

3. Directives

a Building closures

b Hiring freeze

c Reduce use of part time and student workers

d Evaluate and postpone all non-essential maintenance and repair projects

e Modify various contracts

f Eliminate summer internet class premium for faculty

g Voluntary executive pay cuts

IV.E.3.g. HR report of Executive Team Pay Reductions for May_June 2020 - Page 44

h HR report of employees moved to 2/3 pay through May 31, 2020

IV.E.3.h. HR report employees placed on two-thirds pay through May 31, 2020 - Page 45

4. CARES Act Part II Funding

F. Phase IV: Recovery and Reopening Plans

1. Overview Presented By: President Clif Smart

2. Academics Presented By: Dr. Frank Einhellig

3. Student Affairs and Auxiliary Units Presented By: Dr. Dee Siscoe

4. Events Presented By: Ms. Jen Cox

5. Athletics Presented By: Mr. Kyle Moats

6. Operational Units Presented By: Mr. Matt Morris

7. Technology Presented By: Mr. Jeff Coiner

8. International Students and Travel Presented By: Mr. Brad Bodenhausen

9. Health of Students and Employees Presented By: Dr. Dave Muegge

10. Commencement Presented By: Dr. Dee Siscoe

G. Phase V: FY21 Budget (to be discussed tomorrow)

H. Communication Report Presented By: Ms. Suzanne Shaw

V. West Plains Campus

A. Chancellor Shirley Lawler will give a coronavirus update on the West Plains campus Presented By: Dr. Shirley Lawler

- 1. Overview and summary of events**
- 2. Phase I: Transitioning to a New Work and Delivery of Classes Plan**
- 3. Phase II: Student Support**
- 4. Phase III: FY20 Budget Revisions (to be discussed tomorrow)**
- 5. Phase IV: Recovery Plans**
- 6. Phase V: FY21 Budget (to be discussed tomorrow)**
- 7. Communication Report**

VI. President's Report

A. Jefferson City Update

B. SEM Update

C. Approval of 2020 Wall of Fame Inductees

VII. Academic Affairs

A. Faculty Senate Report (written report only) Presented By: Dr. Cameron Wickham

VII.A. Faculty Senate Report - Page 50

B. Report from the Provost Presented By: Dr. Frank Einhellig

1. Approval of Resolution of Appreciation for Dr. Saibal Mitra for Chair of the Faculty Senate

VII.B.1. BOG Resolution Honoring Dr. Saibal Mitra as Fac Senate Chair - Page 51

2. Introduction of the Recipients of the Missouri State Foundation Awards for Teaching, Research, and Service

VIII. Staff Senate

A. Staff Senate Report Presented By: Ms. A'dja Jones

B. Offer of Commendation to A'dja Jones for Service as Staff Senate Chair Presented By: Mr. Matt Morris

VIII.B. Resolution for Staff Senate Chair for Adja Jones - Page 52

IX. New Business

A. Appointment of committee members to choose faculty and staff Excellence in Public Affairs award winners Presented By: Governor Craig Frazier

X. Resolution Authorizing Closed Meeting, Pursuant to Sections 610.021(1), (2), (3), (6), (9), (11), (12), (13), (14) and/or (17) of the Revised Statutes of Missouri

Closed Meeting Resolution - Page 53

XI. Adjournment

XII. Date of Next Meeting: Friday, May 15, 2020, 9 a.m.

**MINUTES OF THE BOARD OF GOVERNORS’
RISK MANAGEMENT AND AUDIT COMMITTEE
MISSOURI STATE UNIVERSITY
FEBRUARY 19, 2020, 3:30 P.M.
TURNER FAMILY CONFERENCE ROOM, CARRINGTON HALL 203**

Present- Ms. Amelia Counts, Committee Chair (by conference call)
Mr. Craig Frazier, Committee Member (by conference call)
Ms. Carol Silvey, Committee Member (by conference call)
Ms. Carrie Tergin, Committee Member (by conference call)

Also Present- Mr. Clifton Smart III, President
Dr. Jim Baker, Vice President for Research and Economic Research and
Development & International Programs
Ms. Kristen Bright, Partner, BKD
Ms. Donna Christian, Director of Internal Audit and Risk Management
Mr. Jeff Coiner, Chief Information Officer
Ms. Kelly Dalton, Manager, Accounts Payable and Budgeting, Financial Services
Mr. Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental
Relations
Dr. Ron Del Vecchio, Dean, Darr College of Agriculture
Ms. Rachael Dockery, General Counsel and Chief Compliance Officer (by
conference call)
Dr. Frank Einhellig, Provost
Mr. Steve Foucart, Chief Financial Officer (by conference call)
Ms. Kim Hamm, Partner, BKD
Mr. Robert Martin, Information Security Officer
Ms. Natalie McNish, Senior Auditor, Internal Audit and Risk Management
Ms. Beverly Miller Keltner, Governor (by conference call)
Mr. Kyle Moats, Director of Athletics
Ms. Suzanne Shaw, Vice President for Marketing and Communications
Mr. Chris Waters, Governor (by conference call)
Ms. Rowena Stone, Secretary to the Board

1. **Roll Call** – Ms. Amelia Counts, Committee Chair, called the Risk Management and Audit Committee meeting to order at 3:30 p.m. on Wednesday, February 19, 2020, in the Turner Family Conference Room, Carrington Hall 203, on the campus of Missouri State University in Springfield, Missouri.
2. **Approval of Minutes** – Ms. Counts mentioned that the first item of business was the approval of minutes from the December 11, 2019 meeting. Mr. Craig Frazier made a motion, seconded by Ms. Carrie Tergin.

Motion passed unanimously.

3. **Review of NCAA Independent Accountant’s Report on Applying Agreed-Upon Procedures** – Ms. Kristen Bright, Partner BKD, gave an overview of the NCAA Independent Accountant’s Report, a limited scope report that is not an audit of the athletic program. The review included university revenues, in which no line item exceptions were noted and expenses, where exceptions were identified secondary to student-athlete financial aid initial reporting through compliance software.

President Smart added that two years ago, NCAA changed how the reporting is completed and that all colleges now use the same reporting data to provide a more accurate comparison amongst schools. He commented that our numbers are comparable to other schools in our conference. Lastly, he commented that the university’s numbers have been consistent over the last several years and the university has worked to bring the Athletic budgets under control.

Kristen Bright, Kelly Dalton, and Kim Hamm left the meeting at this time.

4. **Custodian of Records: Record Request Statistics** – Ms. Donna Christian, Director of Internal Audit and Risk Management, provided a summary of the data related to record requests for the years ending December 31, 2014 through 2019. Data was accumulated from the Record Request Log, which includes the date a request is received, requestor’s name, records being requested, date the request is filled, and comments related to the fulfillment of each request. In total, the Office of Internal Audit and Risk Management received and processed 1,306 record requests between January 1, 2014 and December 31, 2019. Records requests include legal requests, student directories, safety and transportation reports, vendor requests, employment contracts, book lists, athletics, and email correspondence.

Ms. Christian shared additional highlights of the report which included practices implemented for transparency and efficiency. These practices included the creation of the Custodian of Records website, a separate email designated for Custodian of Records, and an implementation of a fee schedule. In addition to direct links to commonly requested documents, the website provides direct access to all athletic and administrative employment contacts. Lastly, a part-time person was hired to help fill the record requests. Because of these changes, most requests now come through the new email address, requests for employment contracts has decreased by 65%, and a total of \$9,224 in cost reimbursement was collected in 2018 and 2019.

5. **Closed Meeting** – It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Ms. Counts asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the February 19, 2020, Risk Management and Audit Committee meeting of the Board of Governors to consider items of business pursuant to:

- A. R.S.Mo. 610.021(17). “Confidential or privileged communications between a

public governmental body and its auditor,...” and

- B. R.S.Mo. 610.021(21). “Records that identify the configuration of components or the operation of a computer, computer system, computer network, or telecommunications network, and would allow unauthorized access to or unlawful disruption of a computer, computer system, computer network, or telecommunications network of a public governmental body.”

Mr. Frazier moved the approval of the resolution and Ms. Silvey seconded the motion.

A roll-call vote on the motion was as follows: those voting in favor – Governors Counts, Frazier, Silvey, and Tergin; those voting against – none.

Ms. Counts declared the resolution passed unanimously. The open meeting was recessed at 3:58 p.m. to go into closed session.

The open meeting was reconvened at 4:47 p.m.

- 6. **Adjournment** – Ms. Counts adjourned the meeting at 4:47 p.m., on the motion of Mr. Frazier, the second of Ms. Silvey, and the unanimous approval of the committee.



Rowena Stone
Secretary to the Board

**MINUTES OF THE BOARD OF GOVERNORS’
FINANCE AND FACILITIES COMMITTEE
MISSOURI STATE UNIVERSITY
FEBRUARY 21, 2020, 8:30 A.M.
ROBERT W. PLASTER STUDENT UNION BALLROOM EAST, 3RD FLOOR**

Present- Ms. Carrie Tergin, Committee Chair
Ms. Amelia Counts, Committee Member
Mr. Craig Frazier, Committee Member
Mr. Gabriel Gore, Committee Member
Ms. Beverly Miller Keltner, Committee Member
Mr. Lynn Parman, Committee Member
Ms. Carol Silvey, Committee Member
Mr. Jay Wasson, Committee Member
Mr. Gregory Waters, Committee Member

Absent- Mr. William Miller, Committee Member

Also Present- Mr. Clifton M. Smart III, President
Dr. Jim Baker, Vice President for Research and Economic Development and International Programs
Mr. Neil Bourgeois, Graduate Student
Ms. Donna Christian, Director of Internal Audit and Risk Management
Mr. Jeff Coiner, Chief Information Officer
Ms. Elayna Coleman, Graduate Student
Ms. Jen Cox, University Space Manager - Director of Support Services
Ms. Savannah Culver, Graduate Student
Ms. Kayle Dahl, Graduate Student
Mr. Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations
Dr. Ron Del Vecchio, Dean, Darr College of Agriculture
Ms. Rachael Dockery, General Counsel and Chief Compliance Officer
Mr. Brent Dunn, Vice President for University Advancement
Dr. Frank Einhellig, Provost
Mr. Steve Foucart, Chief Financial Officer
Mr. David Gambino, Graduate Student
Mr. Jeremiah Halbert, Graduate Student
Mr. David Hall, Director University Safety
Mr. Eric Hoffman, Partner, Patterhn Ives
Dr. Robert Hornberger, Assistant Vice President, Enrollment Management and Services
Dr. David Hough, Dean, College of Education
Dr. Tammy Jahnke, Dean, College of Natural and Applied Sciences
Mr. Robert Kelley, Graduate Student
Ms. Kristeena Laroue, Graduate Student
Dr. Shirley Lawler, Chancellor, West Plains Campus
Dr. Julie Masterson, Dean, Graduate College

Ms. McKenzie Mathewson, Graduate Student
Dr. Victor Matthews, Dean, College of Humanities and Public Affairs
Ms. Natalie McNish, Senior Auditor, Internal Audit and Risk Management
Dr. David Meinert, Dean, College of Business
Mr. Matt Morris, Vice President for Administrative Services
Ms. Andrea Mostyn, Director of University Communications
Dr. Joye Norris, Associate Provost for Access and Outreach
Dr. Tom Peters, Dean, Library
Ms. Rachael Pond, Graduate Student
Mr. Wes Pratt, Chief Diversity Officer and Assistant to the President
Mr. Greg Rainwater, Budget and Financial Manager, Provost Office
Dr. Scott Schneider, Director of Business and Support Services, West Plains Campus
Ms. Jennifer Severson, Director of Accounting and Budgeting, Financial Services
Ms. Suzanne Shaw, Vice President for Marketing and Communications
Dr. Dee Siscoe, Vice President for Student Affairs
Dr. Mark Smith, Dean, McQueary College of Health and Human Services
Mr. Gary Stewart, Director of Residence Life, Housing, and Dining Services
Ms. Angela Strider, Assistant Director of Residence Life, Business Services
Dr. Shawn Wahl, Dean, College of Arts and Letters
Mr. Alex Wallace, Graduate Student
Mr. Mark Wheeler, University Architect and Director of Planning, Design, and Construction
Dr. Letitia White Minnis, Associate Dean, McQueary College of Health and Human Services
Mr. Aidan Williams, Graduate Student
Mr. Mike Wills, Director Procurement, Procurement Services
Mr. David Wilson, Graduate Student
Ms. Katie Wright, Graduate Student
Mr. Mark Woolsey, Assessment Learning Outcomes Consultant
Ms. Rowena Stone, Secretary of the Board of Governors

- 1. Roll Call** – Ms. Carrie Tergin, Committee Chair, called the Finance and Facilities Committee meeting to order at 8:30 a.m. on Friday, February 21, 2020, on the Missouri State University campus.
- 2. Approval of Minutes** – Ms. Tergin mentioned that the first item of business was the approval of the minutes, with one correction to be made, from the December 12, 2019, meeting. Ms. Amelia Counts made a motion, seconded by Ms. Carol Silvey.

Motion passed unanimously.

- 3. Preliminary Fiscal Year 2021 Budget Discussion** – President Clif Smart gave a presentation to the Board on the initial university budget work based on the Governor’s proposed FY21 budget. Due to state and national demographic shifts, the university’s enrollment model projects another enrollment decline for the fall. The budget must also account for unavoidable increases in costs such as the university’s pension contribution, health care costs in the university’s medical plan, and faculty promotions.

President Smart then discussed that if the university were to increase tuition by the maximum amount allowed and cut \$2.9 million in expenses, it would still have an anticipated budget shortfall of more than \$4 million to be filled for the upcoming fiscal year. He stated that in addition to implementing the cost reductions, the university is developing several strategies to address the budget shortfall. These strategies include working to improve the enrollment situation for the fall semester and advocating for an increase in operation appropriations from the state.

President Smart added that Missouri State has stayed well under the national average for tuition, but the gap has widened. He shared that Missouri State compares favorably to other universities in the state as most went much higher in their increase in past years. This allows for flexibility to increase tuition in the coming year while still being competitive with our affordability. He shared that in the coming weeks and months, the university will make decisions on tuition and fees for the 2020-21 school year.

President Smart then reviewed the Missouri State University-West Plains campus budget work. West Plains does not have a projected decline in student enrollment. He reported that West Plains saved money from last year’s appropriation increase, but in order to reduce future shortfalls, it is recommended that West Plains collects the fee that is already on the books.

Final budget proposals for both the Springfield and West Plains campuses will be presented at the April 2020 Board of Governors Executive Committee meeting. An equity piece will also be discussed at the April meeting.

- 4. Review Year to Date Financial Statements** – President Smart shared that the university’s financials are in great shape and we are hitting targets.
- 5. Foundation Review** – President Smart shared that the Foundation is having a tremendous year and is on pace to set a record.
- 6. Facilities Update** – Mr. Matt Morris, Vice President for Administrative Services, provided a brief update on the status of the outdoor performing arts pavilion at Craig Hall. Mr. Morris introduced Mr. Eric Hoffman of Patterhn Ives, the architects hired to complete the master plans of the art park. Mr. Hoffman shared the progress of the project, highlighting that the space will be flexible and used through any different offerings throughout the year.

President Smart added that \$2 million of the \$4.5 million for the project has already been raised through private funds.

7. **Adjournment** – Ms. Counts adjourned the Finance and Facilities Committee meeting at 10:30 a.m.

Rowena Stone
Rowena Stone
Secretary to the Board

DRAFT

**MINUTES OF THE BOARD OF GOVERNORS'
PROGRAMS AND PLANNING COMMITTEE
MISSOURI STATE UNIVERSITY
FRIDAY, FEBRUARY 21, 2020, 10:15 A.M.
ROBERT W. PLASTER STUDENT UNION BALLROOM EAST, 3RD FLOOR**

Present -

Ms. Carol Silvey, Committee Chair
Ms. Amelia Counts, Committee Member
Mr. Craig Frazier, Committee Member
Mr. Gabriel Gore, Committee Member
Ms. Beverly Miller Keltner, Committee Member
Ms. Lynn Parman, Committee Member
Ms. Carrie Tergin, Committee Member
Mr. Jay Wasson, Committee Member
Mr. Chris Waters, Committee Member

Absent-

Mr. William Miller, Committee Member

Also Present -

Mr. Clifton M. Smart III, President
Dr. Jim Baker, Vice President for Research and Economic Development and International Programs
Ms. Donna Christian, Director of Internal Audit and Risk Management
Mr. Jeff Coiner, Chief Information Officer
Ms. Jen Cox, University Space Manager - Director of Support Services
Dr. Chris Craig, Deputy Provost
Dr. Rachelle Darabi, Associate Provost for Student Development and Public Affairs
Mr. Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations
Dr. Ron Del Vecchio, Dean, Darr College of Agriculture
Dr. Frank Einhellig, Provost
Ms. Stacey Funderburk, Director, Editorial and Design Services
Ms. Mary Lynne Golden, Executive Assistant IV, Provost's Office
Dr. Rob Hornberger, Associate Vice President for Enrollment Management and Services
Dr. David Hough, Dean, College of Education
Dr. Tammy Jahnke, Dean, College of Natural and Applied Sciences
Dr. Dennis Lancaster, Dean of Academic Affairs, West Plains Campus
Dr. Shirley Lawler, Chancellor, West Plains Campus
Dr. Julie Masterson, Associate Provost and Dean of the Graduate College
Dr. Victor Matthews, Dean, College of Humanities and Public Affairs
Ms. Natalie McNish, Senior Auditor, Internal Audit and Risk Management
Dr. David Meinert, Dean, College of Business
Mr. Jeff Mitchell, Associate General Counsel
Ms. Shirley Mitchell, Senior Accountant-Analyst, Provost's Office
Mr. Matt Morris, Vice President for Administrative Services
Ms. Andrea Mostyn, Director of University Communications
Dr. Joye Norris, Associate Provost for Access and Outreach
Dr. Michelle Olsen, Director of Institutional Research

Mr. Tom Peters, Dean of the Library
Mr. Wes Pratt, Chief Diversity Officer and Assistant to the President
Mr. Greg Rainwater, Budget and Financial Manager, Provost Office
Dr. Scott Schneider, Director, Business and Support Services, West Plains Campus
Ms. Suzanne Shaw, Vice President for Marketing and Communications
Ms. Jessica Silvey, Executive Assistant to the President
Dr. Dee Siscoe, Vice President for Student Affairs
Dr. Mark Smith, Dean of the McQueary College of Health and Human Services
Mr. Kyle Tiggemann, Research Analyst, Institutional Research
Mr. Mark Woolsey, Assessment Learning Outcomes Consultant
Ms. Rowena Stone, Secretary to the Board of Governors

1. **Roll Call** – Ms. Carol Silvey, Committee Chair, called the Programs and Planning Committee meeting to order at 10:27 a.m. on Friday, February 21, 2020, on the Missouri State University campus.
2. **Approval of Minutes** – Ms. Silvey mentioned that the first item of business was the approval of the minutes, with one correction, from the December 12, 2019. Mr. Gabriel Gore so moved, receiving a second from Mr. Craig Frazier.

Motion passed unanimously.

3. **Strategic Enrollment Management (SEM) Update** – Dr. Rob Hornberger, Associate Vice President for Enrollment Management and Services and co-chair of the steering committee, provided an update to the Board. He shared that the goals reviewed in December and that the next step in the process was developing strategies to support each goal.

Dr. Hornberger shared that on January 29, 2020, a SEM Townhall was hosted, marking the halfway point in the process of developing the plan. Goals and updates were presented, co-chairs of each council presented, and feedback was solicited from the campus community at the event. Dr. Hornberger commented that the next steps are to finalize strategies, create tactics, write the SEM plan, and to present the plan at the June Board of Governors' meeting.

4. **Academic Overview** – Dr. Frank Einhellig, Provost, provided the Board members with a packet of information containing overviews of each college and other academic data. Dr. Einhellig introduced several members of his team that submitted information but would not be giving presentations. These team members included Dr. Michelle Olsen, Director of Institutional Research; Dr. Julie Masterson, Associate Provost and Dean of the Graduate College; Dr. Rachele Darabi, Associate Provost of Student Development and Public Affairs; Dr. Joye Norris, Associate Provost for Access and Outreach; and Dr. Chris Craig, Deputy Provost. Dr. Einhellig then introduced each college dean who provided information on their college. Overviews were provided by Dr. Shawn Wahl, Dean of the College of Arts and Letters; Dr. David Meinert, Dean of the College of Business; Dr. David Hough, Dean of the College of Education; Dr. Victor Matthews, Dean of the College of Humanities and Public Affairs; Dr. Tammy Jahnke, Dean of the College of Natural and Applied Sciences; Dr. Mark Smith, Dean of the McQueary College of Health and Human Services; and Dr. Ron Del Vecchio, Dean of the Darr College of Agriculture.

Dr. Einhellig introduced additional members of his academic team that were not part of the presentations. These team members included Dr. Tom Peters, Dean of the Library; Dr. Kerri Franklin, Director of Assessment; and Dr. John Chuchiak, Director of the Honors College. Dr. Einhellig shared that the academic areas employ roughly 760 full-time faculty, around 400 per course instructors, and approximately 1,200 staff.

- 5. Adjournment** – Ms. Silvey adjourned the Programs and Planning Committee meeting at 11:49 a.m. on the motion of Mr. Gore, the second of Mr. Frazier, and the unanimous approval of the committee.

Rowena Stone

Rowena Stone
Secretary to the Board

DRAFT

**MINUTES OF THE BOARD OF GOVERNORS’
MISSOURI STATE UNIVERSITY
FEBRUARY 21, 2020, 1:00 P.M.
ROBERT W. PLASTER STUDENT UNION, ROOM 313**

1. Roll Call

Present- Mr. Craig Frazier, Chair
Ms. Amelia Counts, Governor
Mr. Gabriel Gore, Chair
Ms. Beverly Miller Keltner, Governor
Ms. Lynn Parman, Governor
Ms. Carol Silvey, Governor
Ms. Carrie Tergin, Governor
Mr. Jay Wasson, Governor
Mr. Chris Waters, Governor

Absent - Mr. William Miller, Student Governor

Also

Present- Clifton M. Smart III, President
Jim Baker, Vice President for Research and Economic Development & International Programs
Donna Christian, Director of Internal Audit and Risk Management
Jeff Coiner, Chief Information Officer
Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations
Rachael Dockery, General Counsel and Chief Compliance Officer
Brent Dunn, Vice President for University Advancement
Frank Einhellig, Provost
Steve Foucart, Chief Financial Officer (by conference call)
David Hough, Dean of the College of Education
Shirley Lawler, Chancellor of the West Plains Campus
Kyle Moats, Director of Athletics
Matt Morris, Vice President for Administrative Services
Wes Pratt, Chief Diversity Officer and Assistant to the President
Suzanne Shaw, Vice President for Marketing and Communications
Dee Siscoe, Vice President for Student Affairs
Rowena Stone, Secretary of the Board

- 2. Presiding** – The presiding officer for the meeting was Mr. Craig Frazier, Chair of the Board of Governors. He called the meeting to order at 1:00 p.m. in the Traywick Parliamentary Room in the Plaster Student Union on the campus of Missouri State University in Springfield, Missouri.

- 3. Approval of Minutes** – Mr. Frazier mentioned that the first item of business was the approval of the minutes, with one correction, for the open meeting of December 12, 2019. Ms. Beverly Miller Keltner so moved, receiving the second from Ms. Amelia Counts.

Motion passed 9-0.

Governor Frazier took a moment to welcome the new members of the Board and asked that each take a moment to introduce themselves. Governors Lynn Parman, Chris Waters, and Jay Wasson provided brief introductions.

- 4. Consent Agenda** – Mr. Frazier noted that the next item of business on the agenda was the approval of the Consent Agenda for this meeting. The items included in the Consent Agenda are:

President

Approval of FY2020/2021 Employment Agreements for Assistant Coaches for Football (Human Resources No. 1637-20)

Approval of Employment of Steven McRoberts, Head Volleyball Coach (Human Resources No. 1638-20)

Academic Affairs

Approval of Academic Calendar for 2021-2022 (Curriculum No. 393-20)

West Plains Campus

Approval of Actions Concerning Academic Employees (West Plains Campus Personnel No. 443-20)

Approval of Actions Concerning Non-Academic Employees (West Plains Campus Personnel No. 444-20)

Procurement and Financial

Approval of Procurement Activity Report (Purchasing Activity Report No. 486-20)

Approval of Renaming the Basketball Office Complex at JQH Arena (Facilities No. 43-20)

Facilities and Equipment

Approval of Bids and Award of a Contract for the Graduate College Suite Renovation (Bids & Quotations No. 1581-20)

Human Resources

Approval of Actions Concerning Academic Employees (Human Resources No. 1639-20)

Approval of Actions Concerning Non-Academic Employees (Human Resources No. 1640-20)

Ms. Carol Silvey made a motion to approve the Consent Agenda, receiving a second from Ms. Carrie Tergin.

Motion passed 9-0.

Making Our Missouri Statement Moment – Carnegie Classification – Dr. Frank Einhellig, Provost, provided an overview of the Carnegie Classification and shared that in addition to the “all-inclusive” classification Missouri State received, the university was also awarded the elective community engagement classification. He then introduced Dr. Rachelle Darabi, Associate Provost for Student Development and Public Affairs to share additional information.

Dr. Darabi shared that the Carnegie Foundation’s Classification for Community Engagement is an elective and voluntary classification that involves data collection and documentation of important aspects of institutional mission, identity and commitments, and requires substantial effort invested by participating institutions. This classification is not an award, but rather an “evidence-based documentation of institution practice to be used in a process of self-assessment and quality improvement.” Carnegie reviews the documentation to determine if an institution qualifies for recognition as a community engaged institution. Dr. Darabi thanked Ms. Mary Ann Wood, Director of Public Affairs Support, and Dr. Kathy Nordyke, Director of Citizenship and Service Learning, for completing the application. She concluded her report by stating that Missouri State University is extensively engaged with the community on all levels and that we are preparing educated citizens who will be engaged in their communities.

5. Committee Reports

- A. Mr. Frazier reported on the Executive Committee meeting held on January 15, 2020. He reported that during the meeting, Dr. Frank Einhellig, Provost, presented on and asked for approval of the a new bachelor of science program in intercultural communication. Mr. Steve Foucart, Chief Financial Officer, then presented the procurement activity report requesting approval of renewal of a contract for student health insurance for international students. Mr. Matt Morris, Vice President for Administrative Services, presented two resolutions. The first resolution was for approval of consultant and authority to enter into an agreement for professional services in conjunction with the Darr Agricultural Magnet School Building to Arkifex Studios. The second resolution requesting approval to enter into an agreement for professional services was for approval of consultant and authority to enter into an agreement for professional services in conjunction with the outdoor performing arts pavilion at Craig Hall with Patterhn Ives. The Executive Committee approved all four requests. In closed session, the Board approved a separation agreement with the university’s former football coach and approved an employment agreement with Bobby Petrino, Missouri State’s new football coach.
- B. Ms. Counts stated that the Risk Management and Audit Committee held a meeting on February 19, 2020. Ms. Kim Hamm and Ms. Kristen Bright, BKD, presented on the NCAA Independent Accountants report on applying agreed upon procedures.

Ms. Donna Christian, Director of Internal Audit and Risk Management, provided a report on statistics regarding records requests to the university's custodian of records. In closed session, the committee discussed a report on vending machine services contracts and an audit follow-up report. These reports are publicly available on the internal auditor's webpage.

- C. Ms. Tergin discussed the Finance and Facilities Committee meeting, which met earlier in the day. She shared that President Clif Smart presented on the Governor's proposed FY2021 budget. Discussion involved the level of tuition increases for the next year, enrollment projections, anticipated state appropriations and the University's strategy for dealing with an anticipated loss in revenue. President Smart then shared that the university's year to date financials are in great shape and that the university is hitting targets. He also shared that the Foundation is having a tremendous year and is on pace to set a record. Lastly, Mr. Morris provided an update on the outdoor performing arts pavilion at Craig Hall. Mr. Morris introduced Mr. Eric Hoffman of Patterhn Ives who is completing the master plans of the art park. Mr. Hoffman shared the progress of the project, highlighting that the space will be flexible and used through any different offerings throughout the year.
- D. Ms. Carol Silvey then reviewed the Programs and Planning Committee meeting, which met earlier in the day. Dr. Rob Hornberger gave an update about the university's strategic enrollment management (SEM) plan. Since the last Board meeting, the university hosted a SEM townhall meeting to solicit feedback from the university community on enrollment goals and strategies. Dr. Hornberger reported that the SEM councils and task forces are now developing strategies that will be made part of the plan and fall under each of the enrollment goals discussed by the Board in December. Lastly, Dr. Einhellig provided an overview of academic affairs with presentations made by each college dean.

6. President's Report

- A. President Clif Smart provided a legislative update, stating the state has begun its budget process. He shared that Governor Parson released his recommendations. These recommendations include that Missouri State maintains its core appropriations, receives \$1.8 million one-time funding to establish the Missouri Cybersecurity Center of Excellence, and various state scholarship and grant funding increases. The recommendations did not include core operating appropriation increases for any state university or college. The university will continue advocating for an across the board inflationary increase to core operating appropriations for all state universities and colleges.
- B. President Smart then provided an update on the university's budget. He shared that earlier in the month, the Executive Budget Committee met to begin developing budget assumptions and strategies. At the Finance and Facilities Committee meeting earlier in the day, President Smart shared these assumptions and strategies. He commented that this is the fourth year in a row for budget reductions. He

thanked the Board for the input received and stated the feedback will help in the continuing work on budget recommendations to be presented at the May meeting.

He then shared that the university is focused on reducing the enrollment decline. President Smart shared that since the SEM townhall event in January, enrollment indicators are up. These indicators include a 13% increase in showcase participation, 29% increase in applications for freshmen students, 17% increase in admissions, 12% more FASFA filings, and 35% more scholarships awarded. While these numbers have not translated to housing deposits to date, he commented that these are positive signs that the university's efforts are working. He added that international work has become a challenge due to the coronavirus. President Smart commented that while international numbers are a large unknown, the university is working with its partners in other countries to minimize risks and negative financial impacts the coronavirus poses.

- C. President Smart concluded his report by providing a review of his trip to the EAB Presidential Experience Lab at LinkedIn Headquarters. The topic of the event was "Higher Education in the New World Economy" and was attended by 50 university presidents from across the United States. The event was hosted by EAB, a firm specializing in higher education research. The university has partnered with EAB this year to help in a variety of issues. The major focus of the event was to consider the future of higher education. President Smart shared that the major theme takeaway from the event was that both a great education and economic opportunity are equally important to an individual's success.

Attendees of the event heard from LinkedIn's CEO, Jeff Weiner, and one of its original founders, Allen Blue, and had the opportunity to interact with other industry leaders. The message was clear from these speakers that they value a sound liberal arts education paired with essential skills. These essential skills include critical thinking, written and oral communication, teamwork, and creativity. President Smart left thinking about how the university can improve on the great work that it is already doing in teaching students these skills and providing additional opportunities for experiential learning.

7. Academic Affairs – Report from the Provost

- A. Dr. Einhellig provided an update on the current year's outcome on state performance measures. As of the end of January, the university has met all six performance measures as an institution. He commented that although the university does not receive funding for meeting these measures, it is proud to meet and exceed the expectations set by the state.
- B. Dr. Einhellig provided an update on Missouri State University's cooperation with community colleges. He shared that on February 9, 2020, President Smart was contacted by St. Louis Community College about a partnership to offer a bachelor's degree program in occupational therapy. The university will continue to work with St. Louis Community College to establish pathways for a seamless transfer process for students.

Next week, several members of the university will travel to St. Louis to sign a memorandum of understanding.

Dr. Einhellig shared that OTC is a major partner with Missouri State. Over the past year, we have worked with OTC to create a number of 2+2 pathway plans. On Monday, members of our team will meet with OTC deans and department heads to review these pathways.

In January, an agreement was signed with Crowder College to update a nursing transfer pathway for completing a bachelor of science degree in nursing. The university hopes to work with Crowder College on a joint agreement on information technology in the future as well.

- C. Dr. Einhellig shared that programming for the summer term is in process. Last year over 1,000 sections of coursework were offered with 62% of that being through internet delivery. The goal is to expand programming available. The Provost's Office is working with college deans by providing funding for additional summer classes that meet enrollment requirements.
- D. Faculty applications are currently being reviewed for tenure and promotion. This is a nine month process that starts in the summer with individuals applying for tenure and/or promotion submitting their portfolios to outside reviewers. In the fall, the portfolios are reviewed by a personnel committee. A total of 44 applications have been submitted with 23 of those being for both tenure and promotion. Decisions will be made in mid-March.
- E. Lastly, Dr. Einhellig provided highlights on mentoring processes for new faculty. He commented that each college dean has a different process of working with department heads on mentoring new faculty members. He stated that there are plans to work harder on peer reviewing, encouraging faculty that are in a probationary period to have their materials peer reviewed prior to the time to apply for tenure and/or promotion. Additional resources are being sought out for faculty of diverse backgrounds through the Office of Diversity & Inclusion. He commented that some of the best mentoring occurring is informal, in which faculty members are finding support with other faculty members across campus.

8. Student Affairs – Report from the Student Body President

- A. Mr. Abdillahi Dirie, Student Body President, shared that the student body is currently in election season and there are three teams running for the upcoming year. He shared highlights from SGA's day at the capitol in which over 30 students from the university met with legislators. These students advocated for a core increase for all state universities and colleges and placed an emphasis on mental health issues college students face.

Mr. Dirie shared that SGA will be proposing a new student fee of \$8 to hire additional counselors and for a mental health app that would be available to students. Voting on the

fee will happen in April. Lastly, he shared that SGA has been working with administration to find a new location for the Multicultural Resource Center.

9. **Staff Senate Report** - Mr. Jon Lee, Past Chair of the Staff Senate, presented on behalf of Ms. A'dja Jones, Staff Senate Chair. Mr. Lee stated that Staff Senate's theme for the past year included community, engagement, and transparency. Over the past year, Staff Senate received input from staff members of every job family and had meaningful conversations with administration, human resources, and other university departments to help bridge the gap between staff and administration. Additionally, Staff Senate continues to educate staff of university policies and employee benefits. On January 8, 2020, the annual staff awards luncheon was held to recognize staff achievements. The luncheon was modified from prior years, but those in attendance enjoyed the throwback theme and the lighthearted event with fellow staff members. Mr. Lee announced that Staff Senate will hold their annual pancake breakfast to raise money for the Staff Senate scholarship fund on Saturday, March 7, 2020, at Bair's restaurant on South Kimbrough, Springfield, Missouri.

10. **New Business – The Changing Higher Education Landscape: Challenges and Opportunities for Missouri State University** – President Smart introduced Dr. David Attis, EAB Consultant, to share his presentation on the changing higher education landscape and the challenges and opportunities for Missouri State University. As part of his presentation, Dr. Attis shared highlights of the changing landscape:

- State support fails to keep up with rising institutional costs, creating more dependence on tuition
- Overall enrollments down with steep demographic declines projected
- Intensifying competition for students creates winners and losers which drives down net tuition at many institutions
- Retention is urgent to maintain enrollments and in reaching equity goals
- Students increasingly focused on “return on investment” and pathways to careers, even as employers value fundamental skills such as critical thinking and communication

Dr. Attis also discussed key strategies to keep up with the changing landscape. These strategies included:

- Diversifying student populations beyond traditional residential undergraduate students
- Leveraging proactive advising, improving pedagogy, and reducing administrative barriers to retain students
- Addressing the “return on investment” concerns with experiential learning and better career support
- Creating, marketing, and delivering innovative academic programs designed around student needs
- Engaging in regional partnerships with educational institutions, community groups, and employers

Dr. Attis introduced his colleague, Ms. Susan Woda, EAB's Principal and Managing Director. Ms. Woda shared information on EAB's Edify Conference that will continue the

conversations had today with other institutions. President Smart and Mr. Frazier thanked Dr. Attis and Ms. Woda for presenting.

- 11. Closed Meeting** – It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Mr. Frazier asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting with closed records and closed vote, be held during a recess of this February 21, 2020, meeting of the Board of Governors to consider items of business pursuant to:

- A. R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”
- B. R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public government body...”
- C. R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees of applicants for employment...:

Ms. Silvey moved the approval of the resolution and Ms. Counts seconded the motion.

A roll call vote on the motion was as follows: those voting in favor – Governors Counts, Frazier, Gore, Miller Keltner, Parman, Silvey, Tergin, Wasson, and Waters; those voting against – none.

Mr. Frazier declared the resolution passed unanimously. The open meeting recessed at 4:10 p.m. to go into closed session.

The open meeting was reconvened at 4:57 p.m.

- 12. Date of Next Meeting** – The date of the next scheduled meeting was set for Thursday, May 14, 2020, at 1 p.m. on the Springfield Campus.
- 13. Adjournment** – Mr. Frazier adjourned the meeting at 5:00 p.m., on the motion of Ms. Miller Keltner, the second of Ms. Counts, and the unanimous vote of the Board.



Rowena Stone
Secretary to the Board

POLICIES & DIRECTIVES DUE TO COVID-19

POLICIES

- **Phase I: Transitioning to a New Work and Delivery of Classes Plan**
 - [Emergency Paid Leave Policy](#)
 - [COVID-19 Work and Compensation Policy](#)

- **Phase II: Student Support**
 - [Housing/Dining Refund Policy](#)
 - [Modification](#) of [Op5.01-3 Freshman Admission Requirements](#) to be test-optional for all
 - [Modification](#) of [Op3.04-37 Pass/Not Pass Grading Option](#) policy
 - CARES Act Emergency Financial Aid Distribution Policy

DIRECTIVES

- **Phase I: Transition to a New Work and Delivery of Classes Plan**
 - Spring Break extended to prepare for online class instruction
 - Move all classes online in spring and summer 2020
 - Create division critical worker plans
 - Repurpose employees and move others to reduced pay/nonwork status
 - [Travel prohibition](#) through June 30
 - Cancel university events through June 30
 - Modify parking restrictions
 - Extend tenure clock

- **Phase II: Student Support**
 - Increase threshold from \$200 to \$1,000 for financial holds on university accounts
 - Consolidate and repurpose student housing
 - Senior Physical Therapy tuition refund
 - Reschedule and conduct virtual commencements
 - Raise and distribute private financial aid funds
 - Conduct student survey, establish [student hotline](#), and systematically follow up on information received
 - Extend various deadlines
 - Graduate health care cohorts early
 - Modify textbook return procedures
 - Establish the Return to Finish Scholarship

- **Phase III: FY20 Budget Revisions (Details tomorrow)**
 - [Building closures](#)
 - [Hiring freeze](#)
 - Reduce use of part time and student workers
 - Evaluate and postpone all non-essential maintenance and repair projects
 - Modify various contracts
 - Eliminate summer internet class premium for faculty
 - Adopt other asset preservation strategies

- **Other**
 - Stop work on SEM plan (5/14 – Item VI.B)
 - Adopt aggressive recruiting/marketing strategies
 - Delegation of Presidential Authority in case of incapacity (5/14 – Item X.A)
 - Approval of SAAB Facilities Use Agreement (5/15 – Item III.E.4)
 - Execute robust communication plan

IV.C.4.

RECOMMENDED ACTION – Ratification of Temporary COVID-19 Employee Work, Compensation, and Benefits Policies.

The following resolution was moved by _____ and seconded by _____.

WHEREAS, on March 18, 2020, the Executive Committee of the Board of Governors delegated to the President of the University (“President”) the authority to make such policies, directives, and decisions as are reasonably necessary for the University to appropriately respond to the COVID-19 threat while still discharging its mission as a public institution of higher education (“COVID-19 Response Measures”);

WHEREAS, on or about March 23, 2020, the President implemented an “Emergency Paid Leave Policy” for the purpose of providing employees with up to 10 days of additional paid emergency leave in the event that they are unable to work from home due to COVID-19-related illness or symptoms or due to COVID-19-related child-care needs;

WHEREAS, on or about March 25, 2020, the President implemented a “COVID-19 Work and Compensation Policy” to establish that employees will be assigned to one (1) of the following four (4) categories of employment while the University campus remains closed: (a) “Critical Workers,” who will continue to work on campus; (b) employees who are approved to perform their regular duties remotely from home; (c) employees who are assigned to perform duties other than their regular duties; or (d) employees who are excused from all work duties and compensated at the rate of 2/3 of their regular salary plus benefits through May 31, 2020;

WHEREAS, the “COVID-19 Work and Compensation Policy” also provides up to 60 days of paid leave to employees who are unavailable to work because they must care for their minor children due to school or child-care closures;

WHEREAS, subsequent to the implementation of these policies, Congress enacted the Families First Coronavirus Response Act (“FFCRA”), which requires that, through December 31, 2020, certain employers (including the University) must provide their employees with additional paid leave related to COVID-19;

WHEREAS, the “Emergency Paid Leave Policy” and the “COVID-19 Work and Compensation Policy” are fully compliant with the employee paid leave provisions of the FFCRA;

WHEREAS, on March 18, 2020, the Executive Committee of the Board of Governors directed the President, personally and/or by and through his designees, to make a full report to the Board of Governors of any COVID-19 Response Measures that have been taken between that date and the date of the May 2020 Board of Governors meeting; and

WHEREAS, Administration requests that the Board of Governors ratify the implementation of both the “Emergency Paid Leave Policy” and the “COVID-19 Work and Compensation Policy.”

NOW, THEREFORE, BE IT RESOLVED by the Board of Governors for Missouri State University that the “Emergency Paid Leave Policy” and the “COVID-19 Work and Compensation Policy” are hereby ratified and shall remain in full force in effect through December 31, 2020.

VOTE: **AYE**_____

NAY_____

Notes:

Emergency Paid Leave Policy

This policy provides full-time employees with up to two weeks (10 days) of paid time off in addition to earned paid vacation and sick leave. Part-time employees are eligible to receive a pro-rated amount of this additional paid leave.

Employees are eligible if they:

- Are required or advised to quarantine or placed on home restrictions by a government agency, the university or a health care provider.
- Have a confirmed case of COVID-19.
- Are experiencing COVID-19 symptoms (e.g., fever of 100.4°F or higher, cough, shortness of breath, etc.) are seeking a medical diagnosis.
- Are caring for household or other family members of the household who are required or advised to quarantine or placed on home restrictions by a government agency, the university or a health care provider.
- Are caring for children due to COVID-19 school or place of care closures.

As required by the FFCRA, this Policy will remain in effect through December 31, 2020.

COVID-19 Work and Compensation Policy

This policy established four (4) categories of employment while the University campus is closed due to COVID-19:

- Critical Workers, who help provide and maintain the critical infrastructure, services, and functions that are required for the university to remain operational (e.g., health care workers, public safety, maintenance, etc.);
- Teleworkers, who have meaningful work that can reasonably be performed at home and have been approved by their supervisors to work remotely;

- Employees who are assigned to perform other duties, whether in their own or another cost center; and
- Employees who have been relieved from the performance of any work duties, and who will receive 2/3 of their standard salary/hourly rate plus benefits through July 31, 2020, or for as long as they remain assigned to this category

Any employee may be reassigned to any of these categories at any time by their supervisor in order to meet the needs of the cost center or university.

Additionally, this policy expands family medical leave to include the provision of up to 12 weeks (i.e., 60 days) of paid leave for employees who must care for their minor child(ren) due to school closure or child care unavailability. Applicable employees will receive their full salary/hourly rate for the first 10 days of leave, pursuant to the "Emergency Paid Leave Policy," and thereafter will be paid for the remainder of the leave at 2/3 their current salary or hourly rate, capped at \$200 per day and \$10,000 in the aggregate, as required by the FFCRA.

IV.D.4.

Missouri State University
Student Check In Survey

Level: Missouri State University

Response Rate: 7245/15768 (45.95 %)

1 - How would you describe your adjustment to online learning during this transition?						
Response Option	Weight	Frequency	Percent	Percent Responses	Means	
Great - I'm really enjoying the online learning environment.	(1)	1093	15.15%			
Good - I'm adapting to it, but I prefer in-person classes.	(2)	2646	36.67%			
Okay	(3)	1459	20.22%			
Not good - I'm finding online-only classes pretty difficult (compared to in-person classes).	(4)	1274	17.66%			
Terrible - This just isn't a good way for me to learn.	(5)	744	10.31%			
				0 25 50 100	Question	
Response Rate		Mean		STD		Median
7216/15768 (45.76%)		2.71		1.22		2.00

2 - How would you describe your internet access for online learning?						
Response Option	Weight	Frequency	Percent	Percent Responses	Means	
Great - no problems	(1)	3026	41.99%			
Good - but could be better	(2)	2355	32.68%			
Okay	(3)	1081	15.00%			
Not good - it's difficult or unreliable at time	(4)	671	9.31%			
Terrible - I have little to no access to the Internet	(5)	74	1.03%			
				0 25 50 100	Question	
Response Rate		Mean		STD		Median
7207/15768 (45.71%)		1.95		1.02		2.00

3 - How do you access your online courses? (select your primary method of access)						
Response Option	Weight	Frequency	Percent	Percent Responses	Means	
Mobile phone	(1)	110	1.52%			
Laptop	(2)	6276	86.84%			
Desktop	(3)	571	7.90%			
Tablet (iPad, Surface Pro, Android, etc.)	(4)	147	2.03%			
Chrome book	(5)	114	1.58%			
Gaming platform (PS4, Xbox, etc.)	(6)	4	0.06%			
I don't have access	(7)	5	0.07%			
				0 25 50 100	Question	
Response Rate		Mean		STD		Median
7227/15768 (45.83%)		2.16		0.56		2.00

4 - At this time, do you intend to return to Missouri State in the fall?						
Response Option	Weight	Frequency	Percent	Percent Responses	Means	
I plan to continue at Missouri State.	(1)	5669	79.04%			
I plan to enroll in a different institution.	(2)	167	2.33%			
I do not plan to continue.	(3)	927	12.93%			
I am unsure.	(4)	409	5.70%			
				0 25 50 100	Question	
Response Rate		Mean		STD		Median
7172/15768 (45.48%)		1.45		0.92		1.00

**Missouri State University
Student Check In Survey**

Level: Missouri State University

Response Rate: 7245/15768 (45.95 %)

5 - If I need assistance with mental/emotional health concerns, I know where to find help on campus.					
Response Option	Weight	Frequency	Percent	Percent Responses	Means
Yes	(1)	4991	69.27%		1.45
No	(2)	1219	16.92%		
Maybe	(3)	995	13.81%		
				0 25 50 100	Question
Response Rate		Mean		STD	Median
7205/15768 (45.69%)		1.45		0.72	1.00

6 - I need assistance with food or housing.					
Response Option	Weight	Frequency	Percent	Percent Responses	Means
Yes	(1)	354	4.91%		2.03
No	(2)	6284	87.23%		
Maybe	(3)	566	7.86%		
				0 25 50 100	Question
Response Rate		Mean		STD	Median
7204/15768 (45.69%)		2.03		0.36	2.00

7 - The university administration has done a good job of communicating important information during this time.					
Response Option	Weight	Frequency	Percent	Percent Responses	Means
Great - no problems	(1)	3415	47.33%		1.76
Good - but could be better	(2)	2493	34.55%		
Okay	(3)	967	13.40%		
Not good - it's difficult or unreliable at time	(4)	280	3.88%		
Terrible - I don't know what's going on	(5)	61	0.85%		
				0 25 50 100	Question
Response Rate		Mean		STD	Median
7216/15768 (45.76%)		1.76		0.88	2.00

8 - Would you like someone to contact you?					
Response Option	Weight	Frequency	Percent	Percent Responses	Means
Yes	(1)	355	4.95%		1.95
No	(2)	6811	95.05%		
				0 25 50 100	Question
Response Rate		Mean		STD	Median
7166/15768 (45.45%)		1.95		0.22	2.00

Bears Care: Online Transition Survey (April 13-23)

Is there anyone at Missouri State who has been especially helpful during this challenging time? Please tell us so we can thank them.

Over 2,400 students added a thank you. We can only include a small fraction.

Thank you!

Darr College of Agriculture Students

- “The **College of Agriculture** has been super supportive and sending videos of encouragement throughout each week.”
- “**Dr. Sudbrock, Dr. Webb and Dr. Sukovaty** are amazing professors in this hard time!”
- “**Dr. McClain, Dr. Bledsoe, Dr. Goerndt, Marilyn Odneal. MSU Darr College of AG.**”

College of Arts & Letters Students

- “All of my current professors have been very helpful with this transition. They have all been making sure that we as students are still able to be successful within our studies as well as making sure that we are all staying healthy.”
- “All of my professors have been very responsive, helpful, flexible, and strong despite the challenges they are facing as well.”
- “All of my professors within the **Communication** department and the staff in the **Study Away Programs** office.”
- “All of my professors have been really great about communicating the plans for the upcoming weeks and adapting- **Matt Calihman, Lori Rogers, Antoinette Barffour.**”

College of Business Students

- “All of my professors have been amazing. They've done what they can to help us adjust all while having their own lives turned upside down.”
- “All of my instructors have been very positive and have the students’ best interests at heart.”
- “All of my teachers have communicated swiftly and directly (**Wayne Anderson, Raju Mainali, Jessica Long, Jennifer Lowenthal-Hershey, and Olen Greer**). All have been great and care about their students. In particular, **Raju Mainali** has been amazing. Not that the others have not, they all have, but this is Raju's first year and he has been phenomenal.”

College of Education Students

- “All of my teachers have been equally helpful and understanding. Couldn't ask for better professors!”
- “Many teachers reaching out to us all and making sure we're doing okay. They have been very helpful and sensitive towards our stress at this time. I'm happy to be a **Child and Family Development** major and I will miss MSU so much after graduation!!!”

- “All of my professors—**Dr. Davis, Dr. Livers, Dr. Bishop, Dr. Wood, Dr. McCafferty-Wright, and Dr. Benedict-Chambers.**”
- “Yes, **Dr. Correll, Dr. Chaston, and Dr. Atkinson** have all been really amazing in helping guide me through this. Also, **Jennifer Jensen** with registering me for Fall 2020.”

McQueary College of Health & Human Services Students

- “All my professors have been extremely accommodating and understanding. All of them have changed the way they set up their class in order to make the transition easier for us.”
- “I would like to thank all of my professors. They have completely turned their worlds upside down to pick up where we left off before spring break. They are among the many heroes of this pandemic and they should be recognized for that.”
- “All of my professors have done an amazing job at helping with this transition!! **Erich Steinle (Chemistry), Kimberly Hogan (Public Speaking), Devin Diaz (Kinesiology Lab), John Downing (Kinesiology Lecture), and Abby Templer Rodrigues (Sociology).**”
- “All the professors in the **Physician’s Assistant Department** are FABULOUS! **Dr. Canales, Professor Hauschildt, Professor Cook, Professor Miracle, Professor Applegate.** As well as the **Biomedical Science** department, **Dr. Timson, Dr. Wang, and Dr. Brooks!** You guys are awesome.

College of Natural & Applied Sciences Students

- “All of my professors and advisors have been amazing and completely understanding of personal situations that occur during this time.”
- “All of my professors have been amazing during this stressful time, including my academic advisor and graduate advisor.”
- “A lot of my professors have been going the extra mile to make sure we are all up to speed. Specifically, **Professors Kovacs, Phelps, Maher, and Greene.**”

College of Humanities & Public Affairs Students

- “All my professors have done nothing but work to help me get through this time. The professors deserve a round of applause and a lot of thanks.”
- “My professors (specifically in the **Sociology** department) have done a great job on their part trying to ease the tension of the sudden transition to an online format making themselves available to students for additional help with assignments as we finish up the semester.”
- “All of my professors at the different departments, especially **Dr. Baynes** and **Dr. Artman** from the **Religious Studies** department, **Dr. Mitra, Dr. Julia Gallaway** and **Dr. Basu Roy** from the **Economics** department and **Daezia Smith** at **International Programs.** These professors have reached out to me and seen if I felt comfortable and had my basic needs met.”
- “**Dr. David Rohall, Dr. Elizabeth Sobel, Dr. Tonia Tinsley, Dr. Walker-Pacheco, Dr. William Meadows, Dr. Jorge Rebaza.**”

- “My professors **Dr. Baynes, Dr. Kyle Miller, Dr. Hobbs, Dr. Artman, and Nora Cox** have all been understanding about deadlines, given clear communication, and been so kind during this troubling time.”
- “All of the **Criminology** professors have been really great about working with the students to help make this transition as easy as possible while still ensuring that we still learn. **Dr. Kuiper** in the **Religious Studies** department has also been really great with his adaptability to our cancelled Study Away program and being able to still offer it as a class so as not to set anyone back in their educational career.”

University Administration

- “I think **Clif Smart** and the **MSU administration** has done a great job given the circumstances, and it makes me proud to be here!”
- “I am thankful for the University's steps at taking everything into consideration before rushing to decisions. I am thankful for the videos of **President Clif Smart** that keep us up to date. I feel very well informed and very well taken care of during this pandemic. I just miss my teachers and friends.”

Student Affairs

- “Everyone who has worked the **Garst Dining Center** the past month. They have been fantastic.”
- “**Residence Life** has helped me tremendously during this time. I am an RA on campus and staying employed during this pandemic has helped me in more ways than one. I am able to still make money, have access to fast and reliable internet and a quiet place to concentrate on my work. I am so grateful for Missouri State University and how they have put students first in every way possible during this crisis. Thank you!”
- “**Magers Health and Wellness** has done a lot to go above and beyond to care for me. Especially since I thought I had COVID. ALSO **Elizabeth Strong with Study Away** is doing an incredible job caring for me during quarantine and making sure I am Ok. Just above and beyond in every way. I am very grateful to have such a caring University to come home to.”

Saints & Angels

- “**Alisha Tuttle**, a professor in the **School of Nursing**. This woman is a saint-- very understanding, adaptable, and genuinely cares about each of our unique new situations.”
- “**Dr. Rothschild** is a saint. Always looking out for us as students and is always making sure we are all doing okay not just with school, but with our day to day lives. More teachers should be like Dr. R.”
- “**Dr. Gautam Bhattacharya**. That man is a saint.”
- **Joe Price** and **Kathleen Hains** are our **Theatre** department angels. We couldn't live without them.

- I'm in the **Psychology** department and my professors are amazing. I fully believe our department has the most caring professors. **Dr. Payne** is an angel, **Dr. Cathey**, **Dr. McNew**, **Dr. Abernathy**. All amazing."
- "**Steven Senger**, that man is an angel sent from heaven haha."

University Libraries

- "**Tracy Stout** in **Meyer Library** - she took cell phone pictures of three chapters in a book so I could have access to that information. Amazing!"

IV.D.7.

RECOMMENDED ACTION – Ratification of COVID-19 Student Support Policies (Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy; temporary modification to the Freshman Admission Requirements, temporary modification to the Pass/Not Pass Grading Option policy, and CARES Act Emergency Financial Aid Distribution Policy)

The following resolution was moved by _____ and seconded by _____.

WHEREAS, the Executive Committee of the Board of Governors delegated to the President of the University (“President”) the authority to make such policies, directives, and decisions as are reasonably necessary for the University to appropriately respond to the COVID-19 threat while still discharging its mission as a public institution of higher education (“COVID-19 Response Measures”);

WHEREAS, the President through his Administrative Counsel (“Administration”) implemented a number of COVID 19 Response Measures designed to support students during the COVID-19 pandemic;

WHEREAS, the President implemented the Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy which described the University’s efforts to minimize the financial burden caused to students as a result of the disruption to housing operations and dining services. This policy, in part, establishes a forty (40%) credit for students checking out of the residence hall by April 12, 2020 as well as identifying the dining service credit available to students;

WHEREAS, the President approved the temporary modification to the fall 2020 Freshmen Admission Requirements to waive the requirement of a standardized test (ACT/SAT) for incoming freshman applicants with a high school GPA of 3.25 or higher;

WHEREAS, the President approved the temporary modification to the Pass/Not Pass Grading Option policy for undergraduate courses during the spring 2020 semester. These modifications expanded the courses that an undergraduate student may take pass fail, and adjusted how those course can be used during a student’s future course of study at the University;

WHEREAS, the President implemented the CARES Act Emergency Financial Aid Distribution Policy for both campuses. This policy establishes the three (3) phased approach the University will utilize to distribute the approximately \$6.9 million in emergency financial aid it has been allocated pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act;

WHEREAS, Administration requests that the Board of Governors ratify the implementation of the: i) Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy; ii) temporary modification to the Freshman Admission Requirements; iii)

temporary modification to the Pass/Not Pass Grading Option policy; and iv) Cares Act Emergency Financial Aid Distribution Policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Governors for Missouri State University that the Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy; temporary modification to the Freshman Admission Requirements; temporary modification to the Pass/Not Pass Grading Option policy; and Cares Act Emergency Financial Aid Distribution Policy are hereby ratified.

VOTE: **AYE**_____

NAY_____

Notes:

Cares Act Emergency Financial Aid Distribution Policy

This policy provides for the three (3) phased approach the University will utilize to distribute its allocation of emergency financial aid grants pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The three phases for distribution are as follows:

Phase 1 -- Immediate Assistance Grant

Phase 1 grants are designed to provide immediate relief to our students with significant financial need for expenses related to the disruption of campus operations due to the coronavirus.

Immediate Assistance Grants in the amount of \$250 will be automatically awarded and immediately distributed to students who meet all of the following criteria: i) Currently enrolled as an undergraduate, degree-seeking student at MSU; ii) not enrolled exclusively in an online program on March 13, 2020; and iii) have an expected family contribution of less than \$12,001.

Phase 2 -- COVID-19 Emergency Assistance Grant

Phase 2 grants are awarded based on completed applications, submitted through the University's Office of Student Financial Aid and reviewed by the COVID-19 Emergency Assistance Grant Review Committee, which will be composed of members appointed by the President. Phase 2 grants will be awarded in varying amounts, with a maximum award of one-thousand dollars (\$1,000).

Grants may be awarded to students who meet all of the following criteria: i) currently enrolled as a degree-seeking student at MSU; ii) eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965; iii) not enrolled exclusively in an online program on March 13, 2020; iv) have documented financial need or hardship due to coronavirus (e.g., substantial expenditures or loss of income, low expected family contribution, inability to pay for expenses included in the cost of attendance, etc.); and v) have made reasonable use of other

sources of support.

Phase 3 – Distribution of Remaining Emergency Assistance Grants

Phase 3 grants will only occur if funds remain after decisions have been made on all Phase 2 applications. During Phase 3, the University will distribute the remaining funds in a manner similar to Phase 1.

Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy

This policy establishes the process in which the University will provide refunds for University students related to Housing and Meal Plans. The policy provides for a forty (40%) percent credit to any University student who checked out of University Housing prior to April 12, 2020. Additionally, the policy identifies the specific amount of credit a student will receive for dining plans purchased during the spring 2020 semester.

Freshman Admission Requirements – Temporary Modification

The University temporarily modified its policy regarding fall 2020 Freshman Admission Requirements to waive the requirement of a standardized test (ACT/SAT) for new freshman applicants with a GPA of 3.25 or higher.

Pass / Not Pass Spring 2020 – Temporary Modification

The University temporarily modified its policy regarding the Pass/Not Pass grading option for undergraduate courses to: i) allow all spring 2020 undergraduate courses be eligible to be taken Pass/Not Pass (including those that specifically state in the catalog that they cannot be taken Pass/Not Pass); ii) allow any spring 2020 class placed on pass/not pass to meet the requirements related to general education, major, minor, and professional education; and iii) allow for a Pass grade in the spring 2020 classes to meet the prerequisite requirements for future classes.

CARES ACT EMERGENCY FINANCIAL AID DISTRIBUTION POLICY – SPRINGFIELD CAMPUS

MSU will distribute its allocation for emergency financial aid from the federal Education Stabilization Fund pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act through the following three phase process.

Phase 1 – Immediate Assistance Grant (\$1.6 million)

The Immediate Assistance Grant is designed to provide immediate relief to our students with significant financial need for expenses related to the disruption of campus operations due to the coronavirus. Immediate Assistance Grants in the amount of \$250 will be automatically awarded and immediately distributed to students who meet all of the following criteria:

- Currently enrolled as an undergraduate, degree-seeking student at MSU;
- Not enrolled exclusively in an online program on March 13, 2020; and
- Have an expected family contribution of less than \$12,001.

Phase 2 – COVID-19 Emergency Assistance Grant (\$5.3 million)

The COVID-19 Emergency Assistance Grant is designed to provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus.

Grants will be awarded to assist undergraduate or graduate students who are experiencing financial hardship caused or exacerbated by the coronavirus pandemic. Grants may be awarded to students who meet all of the following criteria:

- Currently enrolled as a degree-seeking student at MSU;
- Eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965;
- Not enrolled exclusively in an online program on March 13, 2020;
- Have documented financial need or hardship due to coronavirus (e.g., substantial expenditures or loss of income, low expected family contribution, inability to pay for expenses included in the cost of attendance, etc.); and
- Have made reasonable use of other sources of support.

Students may apply for a COVID-19 Emergency Assistance Grant by submitting to the Office of Student Financial Aid a completed application by May 15. Applicants who have not already submitted a 2019-2020 FAFSA form must also submit a FAFSA form to verify Title IV eligibility.

After May 15, applications will be reviewed by a COVID-19 Emergency Assistance Grant Review Committee, which will be composed of members appointed by the University President. The Committee may require additional information or documentation to support a student's application.

COVID-19 Emergency Assistance Grants will be awarded on a first-come-first-served basis and are not renewable. Award amounts will be determined based on a student's eligibility and circumstances but will not exceed \$1,000 per application.

Phase 3 – Distribute Remainder

If funds remain after decisions have been made on all timely and properly filed COVID-19 Emergency Assistance Grant applications, MSU will distribute the remaining funds in a manner similar to the immediate assistance grant process outlined above. The exact parameters for eligibility and distribution of such funds will be determined at a later date if necessary.

The cumulative amount of all distributions to a student under the three phases of this process shall not exceed \$6,195.

CARES ACT EMERGENCY FINANCIAL AID DISTRIBUTION POLICY – WEST PLAINS CAMPUS

MSU-West Plains will distribute its allocation for emergency financial aid from the federal Education Stabilization Fund pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act through the following three phase process.

Phase 1 – Immediate Assistance Grant (\$166,500)

The Immediate Assistance Grant is designed to provide immediate relief to our students with significant financial need for expenses related to the disruption of campus operations due to the coronavirus. Immediate Assistance Grants in the amount of \$250 will be automatically awarded and immediately distributed to students who meet all of the following criteria:

- Currently enrolled as a degree-seeking student at MSU-West Plains;
- Not enrolled exclusively in online programs; and
- Have an expected family contribution of less than \$12,001.

Phase 2 – COVID-19 Emergency Assistance Grant (\$313,583)

The COVID-19 Emergency Assistance Grant is designed to provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus.

Grants will be awarded to assist undergraduate students who are experiencing financial hardship caused or exacerbated by the coronavirus pandemic. Grants may be awarded to students who meet all of the following criteria:

- Currently enrolled as a degree-seeking student at MSU-West Plains;
- Eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965;
- Not enrolled exclusively in online programs;
- Have documented financial need or hardship due to coronavirus (e.g., substantial expenditures or loss of income, low expected family contribution, inability to pay for expenses included in the cost of attendance, etc.); and
- Have made reasonable use of other sources of support.

Students may apply for a COVID-19 Emergency Assistance Grant by submitting to the Financial Aid Office a completed application by May 15, 2020. Applicants who have not already submitted a 2019-2020 FASFA form must also submit a FASFA form by May 15 to verify Title IV eligibility.

After May 15, the application will be reviewed by a COVID-19 Emergency Assistance Grant Review Committee, which will be composed of members appointed by the Chancellor of MSU-West Plains. The Committee may require additional information or documentation to support a student's application.

COVID-19 Emergency Assistance Grants are not renewable. Award amounts will be determined based on a student's eligibility and circumstances but will not exceed \$1,000 per application.

Phase 3 – Distribute Remainder

If funds remain after decisions have been made on all timely and properly filed COVID-19 Emergency Assistance Grant applications, MSU-West Plains will distribute the remaining funds in a manner similar to the immediate assistance grant process outlined above. The exact parameters for eligibility and distribution of such funds will be determined at a later date if necessary.

The cumulative amount of all distributions to a student under the three phases of this process shall not exceed \$6,195.

Spring 2020 COVID-19 University Student Housing and Meal Plan Refund Policy

The University has adopted the following Student Housing and Meal Plan Refund policy in an attempt to help minimize the financial burden caused to Students as a result of the disruption to the University's housing operations and dining services caused by the COVID-19 pandemic. As described herein, this policy provides a credit to University students during the spring 2020 semester for certain expenses relating to University Housing and University purchased Meal Plans.

University Housing: During the spring 2020 semester, the University will continue to honor housing contracts for all spring 2020 University Housing occupants. However the University will provide a forty percent (40%) credit of semester room costs to any University Housing occupant who decides to check out of University Housing by April 12, 2020. Students who choose to check out of University Housing after April 12, 2020 will receive a prorated portion of semester room costs based on the date of check out. All students must contact Residence, Life, Housing and Dining Services (417-836-8484) in order to process checkout. .

Dining Services: The Garst Dining Center will remain open during the spring 2020 semester and will provide take-out meals to University students who are still living on campus. For those students who will not be able to take advantage of University dining services during the spring 2020 semester, the University will provide the following:

- **University Meal Plans:** University Students who purchased a meal plan for the spring 2020 semester will receive a credit to their University account based on the meal plan for which they purchased. The amount of the credit provided will be determined based on the plan purchased as set forth below:

Students who purchased a 10 meal plan will receive a \$395 credit.

Students who purchased a 14 meal plan will receive a \$410 credit.

Students who purchased a 19 meal plan will receive a \$425 credit.

Students who purchased an unlimited meal plan will receive a \$460 credit.

Students who purchased a Cub, Bear, or Grizzly pack plan will receive a credit for the value of any unused meals remaining within their plan.

- **Unused BoomerMeals Balances:** BoomerMeals balances currently remaining as of the spring 2020 semester will roll over for use through December 31, 2020. Graduating students and students who will not be on campus during the fall 2020 semester will receive an eighty (80) percent refund of their BoomerMeals balance.

University Contact: Questions related to the processing of the refund credits described in this policy should be directed to the University's Financial Aid Office, financialaid@missouristate.edu.

Pass/Not Pass Spring 2020

Pass/Not Pass grading option

The university policy regarding Pass/Not Pass has been adjusted for the spring 2020 semester in response to the changes made to course delivery due to the campus COVID-19 response. The exceptions that have been approved by the Academic Leadership Council for the spring 2020 semester are outlined on this page. This policy is applicable to undergraduate classes only and does not apply to graduate courses.

The exceptions on this page are in effect only for the spring 2020 semester. The drop deadline has been extended until May 1, 2020, (one week before classes end) for students to elect to drop a class or move a class to Pass/Not Pass or Audit.

Exceptions to the standard Pass/Not Pass policy that will be in effect for spring 2020 classes:

- All Spring 2020 undergraduate courses will be eligible to be taken Pass/Not Pass, including those that specifically state in the catalog that they cannot be taken Pass/Not Pass.
- Spring 2020 classes placed on pass/not pass will be eligible to meet general education, major, minor, and professional education requirements.
- Spring 2020 classes taken Pass/Not Pass that result in a Pass grade will meet prerequisite requirements for future classes.
- Spring 2020 honors classes can be taken Pass/Not Pass.

Things you should consider when changing a course to Pass/Not Pass

- Missouri State considers a D grade or above as passing and anything below a D as a not pass grade for undergraduate courses. Consult with the grading scale posted in each course syllabus.
- Students must continue to attend classes, complete assignments and participate in order to be eligible to receive a passing grade in their course.
- Consult with your academic advisor before changing classes to Pass/Not Pass to make sure that it will not cause any unforeseen issues. Your advisor is listed on the Registration tab of [My Missouri State](#).
- Courses changed to the Pass/Not Pass option cannot be used to count toward a student's GPA requirements, and therefore cannot help them to meet specific GPA requirements for their program, nor will they count toward Dean's List requirements.
- This option can be applied on a course-by-course basis. A student does not have to move all courses to Pass/Not Pass and can choose to move a single course to Pass/Not Pass.

- The decision to take a course on a Pass/Not Pass basis cannot be reversed.
- MSU cannot guarantee that a future school will accept Pass/Not Pass courses as incoming transfer work. If you are planning to transfer your course elsewhere, you will want to reach out to your other school to make sure they will accept it prior to switching your class to Pass/Not Pass.
- MSU does not know how Pass/Not Pass will be reviewed by future graduate programs. If you are planning to apply to graduate school, you will want to check with that school prior to switching your class to Pass/Not Pass.

Procedures for requesting Pass/Not Pass

Option 1 (preferred method)

Submit the [Online Pass/Not Pass Request Form](#) using your Missouri State login

Option 2 (recommended for Dual Credit students who have not created a Missouri State student account login)

[Download Pass/Not Pass Request Form](#)

- Be sure to **sign the form** before returning it to the University for processing
- Email form to Registrar@MissouriState.edu; or
- Mail to Office of the Registrar, Missouri State University, 901 S. National Ave, Springfield, MO 65897

All Pass/Not Pass requests for the Spring 2020 must be submitted electronically by 11:59 pm on May 1, 2020 or postmarked no later than May 1, 2020.

Please allow 3 to 5 business days after submitting your request for processing to complete the changes to your grading status.

The standard policy for the [Pass/Not Pass Grading Option](#) can be viewed in the Academic Policies and Procedures section of the Undergraduate Catalog.

Questions about Pass/Not Pass should be directed to Registrar@MissouriState.edu.

Updated April 14, 2020

ACT/SAT Test Waiver

Missouri State University is temporarily waiving the requirement of an ACT or SAT score for freshman applicants.

Students applying for freshman admission with no ACT/SAT score, or those with low test scores, can now be considered for admission.

Requirements include:

- Students with a 3.25 cumulative GPA or higher may be admitted without a test score.
- Students with a cumulative GPA less than 3.25 must still meet our [selection index requirement](#).
- All freshman admission applicants must still meet the [high school core curriculum requirement](#).

Students who graduated from high school three or more years previously are exempt from the selection index and core requirements.

This temporary policy only applies to applications for first-time students beginning in summer or fall 2020.

IV.E.3.g.

MISSOURI STATE UNIVERSITY

BE IT RESOLVED by the Board of Governors for Missouri State University that the May/June 2020 executive team monthly pay reductions are as follows.

<u>Name</u>	<u>Job Title</u>	<u>Department</u>	<u>Current Monthly Salary</u>	<u>Reduced Monthly Salary</u>
Baker, James	VP Research & Econ Dev	Research & Econ Dev	\$14,588.00	\$13,129.20
Coiner, Jeffery	Chief Information Officer	Information Services	\$12,333.33	\$11,100.00
Craig, Christopher	Deputy Provost	Office of Provost	\$12,263.50	\$11,037.15
Darabi, Rachelle	Assoc Provost Std Dev & Public Affairs	Std Dev & Public Affairs	\$11,858.83	\$10,672.95
DeBoef, Ryan	Chief of Staff & Asst to Pres for Gov	Office of President	\$13,146.42	\$11,831.78
Del Vecchio, Ronald	Dean	College of Agriculture	\$11,800.83	\$10,620.75
Dockery, Rachael	General Counsel/Chief Compliance Officer	Legal Affairs & Compliance	\$13,535.00	\$12,181.50
Dunn, W. Brent	VP University Advancement	University Advancement	\$13,683.00	\$12,314.70
Einhellig, Frank	Provost/Chancellor of Mtn Grove	Office of Provost	\$19,412.92	\$17,471.63
Foucart, Stephen	Chief Financial Officer	Financial Services	\$13,819.08	\$12,437.17
Hough, David	Dean	College of Education	\$13,519.25	\$12,167.32
Jahnke, Tammy	Dean	College of Natural & Applied Sciences	\$12,954.92	\$11,659.43
Lawler, Shirley	Chancellor	West Plains	\$13,945.00	\$12,550.50
Masterson, Julie	Dean	Graduate College	\$12,028.92	\$10,826.03
Matthews, Victor	Dean	College of Humanities & Public Affairs	\$12,883.92	\$11,595.53
Meinert, David	Dean	College of Business	\$16,979.00	\$15,281.10
Moats, Kyle	Director of Athletics	Intercollegiate Athletics	\$14,326.83	\$12,894.15
Morris, Matthew	VP Administrative Services	Administrative Services	\$12,469.83	\$11,222.85
Norris, Joye	Assoc Provost for Access & Outreach	Missouri State Outreach	\$11,900.42	\$10,710.38
Peters, Thomas	Dean	Library	\$10,549.92	\$9,494.93
Pratt, H. Wesley	Asst to Pres/Chief Div Officer	VP Diversity & Inclusion	\$11,250.00	\$10,125.00
Shaw, M. Suzanne	VP Marketing & Communications	Marketing & Communications	\$12,469.83	\$11,222.85
Siscoe, Denita	VP Student Affairs	Student Affairs	\$14,678.42	\$13,210.58
Smart, Clifton	President	Office of President	\$30,327.58	\$24,262.06
Smith, Mark	Dean	McQueary College of Health & Human Services	\$13,583.33	\$12,225.00
Wahl, Shawn	Dean	College of Arts & Letters	\$12,312.92	\$11,081.63

Vote: _____ Yea

_____ Nay

IV.E.3.h.

MISSOURI STATE UNIVERSITY

BE IT RESOLVED by the Board of Governors for Missouri State University that the following employees in non-critical roles without assigned work be placed on 2/3 pay through May 31, 2020.

<u>Name</u>	<u>Job Title</u>	<u>Department</u>	<u>Effective Date</u>
Abbey, Mike	Campus Safety Specialist	University Safety	4/6/2020
Adamson, Benjamin	Asst Dir Athletics Communications	Athletics Communications	5/4/2020
Akin, James	Custodian I	Custodial Services	4/20/2020
Allard, Ginger	Library Associate II	Library	4/1/2020
Altic, Bruce	Custodian I	Residence Life, Housing & Dining Services	4/6/2020
Balsters, Bradley	Accounting Specialist	Study Away	5/1/2020
Barnes, Josh	Custodial Specialist	Residence Life, Housing & Dining Services	4/16/2020
Baumgartner, Vernon	Custodian I	Plaster Student Union	5/4/2020
Bean, Karla	Admission Crd-Academic Advisor	West Plains	4/27/2020
Bean, Victoria	Food Service Attendant	West Plains	4/6/2020
Beck, Catherine	Administrative Specialist III	Bear Claw	4/3/2020
Bedell, Dax	Asst Manager Production TV	Broadcast Services	4/6/2020
Behling, Pam	Administrative Specialist II	University Safety	3/26/2020
Berry, Jessica	Assistant Teacher	Child Development Center	4/6/2020
Bey, Elijah	Custodian I	West Plains	4/1/2020
Bingham, Brent	Custodial Specialist	Residence Life, Housing & Dining Services	4/16/2020
Birkes, Sheryl	Administrative Specialist II	Financial Aid	4/6/2020
Blake, Michael	Custodian I	Custodial Services	4/13/2020
Blevins, William	Dispatch Specialist	University Safety	4/6/2020
Bowman, Janet	Administrative Assistant II	Broadcast Services	4/3/2020
Brandenburg, Teresa	Asst Dir of Campus Recreation-Fitness	Campus Recreation	4/20/2020
Brewer, Kimberly	Assistant Teacher	Child Development Center	4/6/2020
Bridges, Kelly	Administrative Assistant II	Public Affairs	4/3/2020
Burasco, Nico	Videographer/Editor	Broadcast Services	4/6/2020
Campbell, Judith	Academic Administrative Assistant II	Counseling, Leadership & Special Ed	5/4/2020
Canella, John	Campus Safety Specialist	University Safety	3/26/2020
Chandler-Clayton, Cynthia	Academic Administrative Assistant II	Physician Assistant Studies	4/27/2020
Choate, Makenzie	Assistant Teacher	Child Development Center	4/21/2020
Christian, Karen	Custodian I	Custodial Services	4/7/2020
Clark, Kaye	Teacher	Child Development Center	4/6/2020
Cook, Kimberly	Academic Administrative Assistant II	Merchandising & Fashion Design	5/4/2020
Cooper, Lisa	Custodian I	Custodial Services	4/7/2020
Crowe, Danny	Custodian I	Residence Life, Housing & Dining Services	4/16/2020

Daniels, Tom	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Davis, Ron	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Davis-Cunningham, Margrie	Custodian I	Custodial Services	4/8/2020
Dawson, April	Postal Services Specialist	Postal Services	4/6/2020
Deever, Nakia	Custodian I	Custodial Services	4/6/2020
Dewitt, Clyta	Administrative Assistant II	Bookstore	4/27/2020
Diouf, Sarah	Corporate Support Representative	Broadcast Services	4/6/2020
Doennig, Eric	Asst Dir Athletics Communications	Athletics Communications	4/27/2020
Dotson, Brandy	Custodian I	Plaster Student Union	3/28/2020
Dotson, Seth	Custodian I	Plaster Student Union	3/28/2020
Douglas, Addie	Custodial Foreman	Campus Recreation	4/20/2020
Drennan, Sally	Teacher	Child Development Center	4/21/2020
Driver, Donna	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Dugan, Susan	Event & Meeting Services Coordinator	Event & Meeting Services	4/27/2020
Durden, Karen	Library Associate I	Library	4/1/2020
Eagleman, Laketa	Administrative Assistant II	West Plains	4/27/2020
Easley, Rob	Custodial Specialist	Residence Life, Housing & Dining Services	4/16/2020
Edwards, Christine	Library Associate I	Library	4/1/2020
Elders, Vicki	Administrative Specialist II	Career Center	4/20/2020
Ellison, Tyrone	Custodian I	Custodial Services	4/6/2020
Erickson, Janet	Library Associate I	Library	4/1/2020
Ferber, Jason	Videographer/Editor	Broadcast Services	4/6/2020
Finch, Ken	Custodian I	Custodial Services	4/9/2020
Fischer, Scott	Library Associate I	Library	5/1/2020
Fletcher, Glenn	Maintenance General Mechanic	Facilities Maintenance	5/6/2020
Forshee, Brian	Technology & Construction Mgmt Lab Technician	Technology & Construction Mgmt	3/26/2020
Fox, Daniel James	Asst Dir PSU-Fac & Operations	PSU Administration	4/27/2020
Francka, Jacob	Maintenance General Mechanic	Campus Recreation	4/16/2020
Freres, Lindsay	Assistant Teacher	Child Development Center	4/20/2020
Frey, Jeremiah	Head Strength & Conditioning Coach	Athletics Strength & Conditioning	4/27/2020
Gant, Lucas	Athletics Equipment Stores Specialist	Intercollegiate Athletics	4/6/2020
Gibson, Peggy	Custodian I	Custodial Services	4/13/2020
Good, William	Distributed User Support Specialist	Natural & Applied Sciences	4/20/2020
Graham, Alexandra	Writing Specialist/Testing Crd	West Plains	4/27/2020
Greene, Beverly	General Buyer	West Plains	3/27/2020
Greer, Brenda	Custodian I	Custodial Services	4/9/2020
Hankins, Amy	Library Associate II	Library	4/1/2020
Hardcastle, Joe	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Harp, Paige	Crd, Infant through Grade 12 Resources	Library	5/1/2020
Hawkins, Thomas	Custodian I	Custodial Services	4/27/2020

Henry, Leslie	Groundskeeper	Grounds Services	4/6/2020
Heslip, Christina	Custodian I	Custodial Services	4/7/2020
Hoggarth, Josh	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Huff, Kristina	Administrative Assistant I	West Plains	4/24/2020
Hyde, Ross	Groundskeeper-Horticulturist	Grounds Services	4/6/2020
Jaeger, Randall	Custodian I	Custodial Services	4/21/2020
Jones, Brian	Custodian Supply, Delivery & Storage	Custodial Services	4/13/2020
Jones, Rachel	Teacher	Child Development Center	4/6/2020
Kitka, Stephanie	Membership Coordinator - Radio & TV	Broadcast Services	4/3/2020
Knackstedt, Konya	Asst Dir of Campus Rec - Business Operations	Campus Recreation	4/6/2020
Lafarlette, Melissa	Administrative Specialist II	Communication Sciences & Disorders	4/20/2020
Lang, Adam	Assistant Strength-Conditioning Coach	Intercollegiate Athletics	4/6/2020
Lange, Evelyn	Teacher	Child Development Center	4/21/2020
Lanpher, Larry	Grounds Equipment Mechanic	Grounds Services	5/1/2020
Lassiter, Edna	Residence Hall Receptionist	Residence Life, Housing & Dining Services	5/11/2020
Laswell, Kevin	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Lee, Amanda	Assistant Director	Child Development Center	4/6/2020
Lee, Anthony	Custodian I	Plaster Student Union	5/4/2020
Marre, Ted	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Mattheis, Jon	Construction Technician	Facilities Management	5/4/2020
McCoy, Mindi	Administrative Assistant III	Multicultural Services	4/20/2020
McEowen, Lisa	Library Associate III	Library	4/1/2020
McFadden, Robert	Custodian I	Campus Recreation	4/20/2020
McLaughlin, John	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
McMillian, Sandra	Custodian I	Plaster Student Union	5/4/2020
Meadows, Brenda	Custodian I	Plaster Student Union	4/2/2020
Mendez, Joanna	Study Away Advisor	Study Away	4/13/2020
Mills, Amanda	Asst Strength - Conditioning Coach	Athletics Strength & Conditioning	4/27/2020
Mills, Nancy	Administrative Assistant III	Juanita K. Hammons Hall	4/6/2020
Minor, Andy	Custodian I	Custodial Services	4/9/2020
Money, Austin	Asst Dir of Campus Rec-Outdoor Adventures	Campus Recreation	4/20/2020
Moore, Julie	Asst Dir PSU-Bldg Srvs & Stdt Training	PSU Administration	5/4/2020
Morris, Virginia	Custodian I	Custodial Services	4/7/2020
Morrison, Jeffery	Custodial Supervisor	Plaster Student Union	5/4/2020
Mulvey, Adam	Athletics Equipment Stores Specialist	Intercollegiate Athletics	4/6/2020
Netzer, Fred	Groundskeeper	Grounds Services	4/6/2020
Netzer, Kelly	Groundskeeper	Grounds Services	4/6/2020
Nowell, Anjanette	Director Sponsorships & Educational Programs	Juanita K. Hammons Hall	4/6/2020
O'Connell, Brenda	Administrative Assistant II	Hammons Student Center	4/6/2020
Oliver, Michelle	Residence Hall Receptionist	Residence Life, Housing & Dining Services	4/8/2020

Ortiz, Frank	Custodial Supervisor	Custodial Services	4/13/2020
Orzek, Ann	Mental Health Clinician	Counseling Center	4/13/2020
Otte, Melissa	Assistant Teacher	Child Development Center	4/6/2020
Owery, Savonna	Cloting/Soft Goods Specialist	Bookstore	4/20/2020
Parrott, Neva	Assistant Librarian	West Plains	4/27/2020
Pattison, Matthew	Residence Hall Night Host	Residence Life, Housing & Dining Services	5/4/2020
Patton, Megan	Teacher	Child Development Center	4/6/2020
Pearce, Lori	Event & Meeting Services Coordinator	Plaster Student Union	4/3/2020
Penner, Robert	Campus Safety Specialist	University Safety	4/2/2020
Plaster, Dan	Campus Safety Specialist	University Safety	3/26/2020
Pulliam, Matthew	Engineering Shop & Lap Supervisor	Cooperative Engineering	4/27/2020
Ragsdale, Chansouk	Library Associate II	Library	4/1/2020
Rawls, Michelle	Administrative Assistant II	Intercollegiate Athletics	4/6/2020
Reeves, Stacie	Receptionist	Residence Life, Housing & Dining Services	4/20/2020
Robinson, Holly	Teacher	Child Development Center	4/6/2020
Rude, Brian	Asst Cop Center Supervisor	Copy This	5/4/2020
Russell, Vickie	Administrative Specialist II	University Safety	3/26/2020
Santos, Theodore	Custodian I	Custodial Services	4/16/2020
Scriven, Leslie	Custodian I	Custodial Services	4/13/2020
Sheppard, Tessa	Teacher	Child Development Center	4/6/2020
Siebel, Craig	Custodial Specialist	Residence Life, Housing & Dining Services	4/16/2020
Silverberg, Jessica	Residence Hall Receptionist	Residence Life, Housing & Dining Services	4/27/2020
Simpson, Sonya	Food Service Coordinator	Child Development Center	4/6/2020
Skinner, Sophia	Circulation/Shelving Supervisor	West Plains	4/3/2020
Slaven, Robert	Groundskeeper	Grounds Services	4/6/2020
Smith, Tiffany	Custodian I	Residence Life, Housing & Dining Services	4/1/2020
Spivy, James	Custodian I	Custodial Services	4/16/2020
Stanton, Dawn	Residence Hall Receptionist	Residence Life, Housing & Dining Services	4/13/2020
Stark, Erica	Program Crd Service Learning	Citizenship & Service Learning	5/4/2020
Steck, Christopher	Asst Strength - Conditioning Coach	Athletics Strength & Conditioning	4/27/2020
Stevens, Kimberly	Administrative Assistant I	Residence Life, Housing & Dining Services	3/26/2020
Stillwell, Seth	Custodian I	Custodial Services	4/3/2020
Talburt, Robert	Fire Prevention & Planning Specialist	University Safety	4/16/2020
Tharp, Billie	Safety & Transportation Technician	University Safety	4/1/2020
Tindle, Terry	Custodian I	Residence Life, Housing & Dining Services	4/16/2020
Tipton, Natalee	Athletics Equipment Attendant	Kinesiology	4/13/2020
Toebben, Braden	Athletics Equipment Attendant	Kinesiology	4/13/2020
Underlin, Nancy	Academic Administrative Assistant II	Economics	3/26/2020
Underwood, Judy	Custodian I	Custodial Services	4/20/2020
Van Huis, Robin	Residence Hall Receptionist	Residence Life, Housing & Dining Services	4/29/2020

Vaughan, David	Director	Environmental Management	5/4/2020
Vaughan, Lori	Administrative Assistant II	Planning, Design & Construction	4/13/2020
Wantland, Carisma	Cust Inv & Equip Repair Foreman	Custodial Services	4/13/2020
Wantland, Jason	Custodian I	Custodial Services	4/20/2020
Ward, Sandra	Custodian I	Custodial Services	4/7/2020
Welch, Granvill	Custodian I	Custodial Services	4/21/2020
Williams, Aaliyah	Assistant Teacher	Child Development Center	4/21/2020
Withrow, David	Maintenance Painter	Facilities Maintenance	4/1/2020
Wright, Amy	Assistant Teacher	Child Development Center	4/6/2020

Vote: _____ Yea
 _____ Nay

VII.A.

Missouri State University Faculty Senate Report to MSU Board of Governors

May 14th, 2020

Cameron Wickham, Chair, Faculty Senate 2020-2021; Professor of Mathematics

CWickham@MissouriState.edu

Often new Faculty Senate chairs begin their first reports with a brief summary of faculty activities in the past year, including numbers of faculty, students, and various scholarly and creative works. The latest numbers were reported to the Board last October by chair Dr. Saibal Mitra. Updates will be posted in the summer and I will report on these in the fall. For now, I will mention that the fundamental functions of the roughly 760 ranked faculty on the Springfield campus are teaching, research, and service.

The majority of faculty research appear as journal articles, but also includes books, artistic exhibits, and performance activities. The contributions of faculty in this area vary widely across discipline which makes it difficult to summarize our research and creative activities as in teaching and service. However, they are also just as central to the core mission of the university and knowledge acquired through basic research expands the store of human knowledge and is fundamental to the mission of any comprehensive university. Examples of original research here at MSU include Dr. Tom Tomasi's study of hibernating animals in torpor, especially bats, and Prof. Lisa Brescia's recent performances with the New York City's Music Box Theatre in the Broadway smash "Dear Evan Hansen."

Faculty contributions in service include service to the university, to our disciplines, and to the larger community. The everyday work of shared governance takes considerable time and effort to do well. Much of our efforts in this area are concentrated in keeping our curriculum up to date. Curricular changes originate with a faculty member and move through multiple levels of faculty review before moving on for administrative approval. At the time of this writing the Faculty Senate had not yet met for its organizational May meeting for the academic year 2020-2021. However, the Senate is committed to continuing its work on curriculum and other duties as we move into the uncertainties of the fall due to the corona virus.

Due to COVID-19, the faculty had to make a sudden pivot in their teaching delivery with just two weeks to prepare. As a result, teaching has been a special challenge this past spring and will remain so in the summer and going into the fall. A massive shift to move classes into an online or other distance learning format is unprecedented in higher education. However, I am happy to report that the faculty of MSU rose to the occasion and more than met this challenge. Together, working with online learning specialists such as those at the Faculty Center for Teaching and Learning, we provided a robust learning environment. This involved working proactively with all of our students and their families to make it through this difficult time. Moreover, the work includes moving the summer classes entirely to online mode and making contingency plans for the fall should another call to move off campus come. I could not be prouder of the accomplishments of my colleagues for their hard work this spring and to be an MSU Bear.

The coming budget pains will include sacrifice from all. The move to online courses has already resulted in a reduction of faculty compensation with the elimination of the online stipend this summer and likely elimination in the fall. This comes after several years of faculty salaries losing ground to inflation, as previous chairs have reported. As decisions are made about budget adjustments, I urge the Board to keep in mind the core educational mission of the university and share the burden all around.

Respectfully,

Dr. Cameron Wickham

VII.B.1.

RECOMMENDED ACTION: Approval of Resolution of Appreciation for Dr. Saibal Mitra

The following resolution was moved by _____ and seconded by _____.

WHEREAS, Dr. Saibal Mitra, Professor in the Department of Physics, Astronomy and Materials Science, served as Chair of the Faculty Senate for the 2019-2020 academic year; and

WHEREAS, Dr. Mitra has worked tirelessly to promote the best interests of the institution and been an outstanding advocate on behalf of the faculty and curriculum development;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Governors of Missouri State University expresses its sincere appreciation to Dr. Mitra for his exemplary service as Chair of the Faculty Senate for the 2019-2020 academic year.

VOTE: AYE _____

 NAY _____

VIII.B.

RECOMMENDED ACTION - Offer of commendation to Adja Jones for service as Staff Senate Chair

The following resolution was moved by _____ and seconded by _____:

Whereas, Adja Jones has served as Chair of the Staff Senate at Missouri State University for fiscal year 2019-2020; and

Whereas, Adja Jones has provided outstanding leadership which has resulted in a high level of respect for the Staff Senate among the University's staff, faculty, students, and administration; and

Whereas, Adja Jones has pursued a fully participatory form of Staff Senate governance by working energetically to keep staff informed of issues affecting the University and soliciting staff input and ideas; and

Whereas, Adja Jones has continually demonstrated her dedication to the University and her fellow staff, and has represented the interests of staff and effectively communicated their views to the University administration and to the Board of Governors; and

Whereas, Adja Jones has conducted herself in a manner appropriately befitting the Chair of the Staff Senate of a major state university;

Be It Now Resolved, by the Board of Governors for Missouri State University, that we commend Adja Jones for her outstanding service as Staff Senate Chair at Missouri State University for 2019-2020.

VOTE: AYE_____

 NAY_____

X.

RECOMMENDED ACTION - Resolution authorizing closed meeting

The following resolution was moved by _____ and seconded
by _____.

BE IT RESOLVED by the Board of Governors for the Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the Finance and Facilities Committee of the Board of Governors to consider items pursuant to

- A. R.S.Mo. 610.021(1). "Legal actions, causes of action, or litigation involving a public governmental body..."
- B. R.S.Mo. 610.021(2). "Leasing, purchase or sale of real estate by a public governmental body..."
- C. R.S.Mo. 610.021(3). "Hiring, firing, disciplining or promoting of particular employees by a public governmental body..."
- D. R.S.Mo. 610.021(6). "Scholastic probation, expulsion, or graduation of identifiable individuals..."
- E. R.S.Mo. 610.021(9). "Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;"
- F. R.S.Mo. 610.021(10). "Software codes for electronic data processing and documentation thereof;"
- G. R.S. Mo. 610.021(11) and (12). "Specifications for competitive bidding...;" and "Sealed bids and related documents...;"
- H. R.S.Mo. 610.021(13). "Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment,..."
- I. R.S.Mo. 610.021(14). "Records which are protected from disclosure by law;" and
- J. R.S.Mo. 610.021(17). "Confidential or privileged communications between a public governmental body and its auditor,...."

VOTE: ___ AYE

___ NAY