



## **Board of Governors' Retreat**

**Capitol View Room  
DoubleTree Hotel by Hilton  
Jefferson City, Missouri**

**Thursday, 8/9/2018 11:30 AM -  
Friday, 8/10/2018 2:00 PM CT**

### **I. Roll Call**

### **II. Approval of Minutes**

*II.A. Approval of Minutes of the Open and Closed Meetings of June 22, 2018 - Page 3*

### **III. Consent Agenda**

#### **A. President**

*III.A.1. Approval of FY2018/2019 Employment Agreements for Assistant Coaches and Athletics Administrators - Page 11*

#### **B. West Plains**

*III.B.1. Approval of Actions Concerning Academic Employees - Page 20*

*III.B.2. Approval of Actions Concerning Non-Academic Employees - Page 23*

*III.B.3. Approval of Proposed Revisions to the Missouri State University-West Plains Faculty Handbook - Page 24*

#### **C. Procurement and Financial**

*III.C.1. Approval of Procurement Activity Report - Page 32*

#### **D. Facilities and Equipment**

*III.D.1. Approval of Activity Report for the Month of June 2018 - Page 36*

#### **E. Human Resources**

*III.E.1. Approval of Actions Concerning Academic Employees - Page 40*

*III.E.2. Approval of Actions Concerning Non-Academic Employees - Page 65*

### **IV. Social Media Presentation**

### **V. Discussion of Funding and Advocacy Strategy**

*Funding and Advocacy Strategy Memo - Page 73*

*Efficiency Handout - Page 79*

*Missouri State University Talent for Tomorrow White Paper - Page 82*

### **VI. 2018-19 Planning**

#### **A. Enrollment Update**

#### **B. Action Plan**

*Action Plan for 2018-2019 - Page 86*

#### **C. Marketing Academic Programs**

### **VII. Elevator Speech Presentation**

### **VIII. Old Business**

#### **A. IDEA Commons Project**

### **IX. New Business**

#### **A. Office of Research Year-End Report**

*Office of Research Year-End Report - Page 91*

#### **B. Foundation Year-End Report**

*Foundation Year-End Report - Page 98*

#### **C. Comprehensive Campaign Update**

**D. Discussion of 2019 Board of Governors' Officers**

**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 100*

**XI. Adjournment**

**XII. Date of Next Meeting: Friday, October 19, 2018, 1 p.m., Room 313, Robert W. Plaster Student Union**

MINUTES OF THE BOARD OF GOVERNORS  
MISSOURI STATE UNIVERSITY  
JUNE 22, 2018

**1. Roll Call**

Present- Ms. Carrie Tergin, Chair  
Ms. Amelia Counts, Governor  
Mr. Craig Frazier, Governor  
Ms. Virginia Fry, Governor  
Mr. Gabriel E. Gore, Governor  
Ms. Beverly Miller, Governor  
Mr. William Miller, Student Governor  
Mr. Kendall Seal, Governor  
Ms. Carol Silvey, Governor  
Mr. Greg Spears, Governor

Also

Present- Clifton M. Smart III, President  
Donna Christian, Director of Internal Audit and Compliance  
Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations  
Rachael Dockery, General Counsel  
Brent Dunn, Vice President for University Advancement  
Frank Einhellig, Provost  
Stephen Foucart, Chief Financial Officer  
Shirley Lawler, Chancellor of the West Plains Campus  
Victor Matthews, Dean of the College of Humanities and Public Affairs  
Kyle Moats, Director of Athletics  
Matt Morris, Vice President for Administrative Services  
Jeff Morrissey, Chief Information Officer  
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  
Kristan Gochenauer, Secretary of the Board

- 2. Presiding** – The presiding officer for the meeting was Ms. Carrie Tergin, Chair of the Board of Governors. She called the meeting to order at 1:00 p.m. in the Magnolia Room in the West Plains Civic Center in West Plains, Missouri.

Ms. Tergin thanked Governor Carol Silvey for her hospitality and welcomed Mr. Jack Pahlmann, the mayor of West Plains.

- 3. Approval of Minutes** – Ms. Tergin mentioned that the first item of business was the approval of the minutes for the open and closed meetings of May 17, 2018. Mr. Gabriel Gore so moved, receiving the second of Ms. Carol Silvey.

Motion passed 9-0.

4. **Consent Agenda** – Ms. Tergin 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 FY2018-2019 Employment Agreements for Athletics Administrators (Human Resources No. 1587-18).

Approval of FY2018-2019 Employment Agreements for Assistant Coaches (Human Resources No. 1588-18).

Approval of FY2018-2019 Employment Agreements for Athletics Head Coaches (Human Resources No. 1589-18).

Approval of Extension to Employment Agreement for Head Baseball Coach Keith Guttin (Human Resources No. 1590-18).

West Plains Campus

Approval of Actions Concerning West Plains Campus Academic Employees (West Plains Campus Personnel No. 421-18).

Approval of Actions Concerning West Plains Campus Non-Academic Employees (West Plains Campus Personnel No. 422-18).

Academic Affairs

Approval of Revisions to the Faculty Handbook (Springfield Campus) (Curriculum No. 386-18).

Approval to Apply for a Grant in Support of the MSU Bear POWER Program (Miscellaneous No. 33-18).

International Programs

Approval of Adjustments of Distribution of Revenues Generated by the Foreign Language Institute (Finance No. 1069-18).

Procurement and Financial

Approval of Procurement Activity Report (Procurement Activity Report No. 467-18).

Approval of Rental Rates for Space in the Kenneth E. Meyer Alumni Center for Various Departments and University Related Offices (Agreement No. 410-18).

Facilities and Equipment

Approval of Activity Report for the Months of April 2018 and May 2018 (Activity Report No. 302-18).

Approval of Proposal and Award of a Contract for the FY19 Job Order Contracting Services – Mechanical Repair and Replacement (Agreement No. 411-18).

Approval of Bids and Award of a Contract for the Construction of National Pan-Hellenic Council (NPHC) Plots (Bids & Quotations No. 1559-18).

Approval of Bids and Award of a Contract for the Creation of a Temporary Parking Lot at the Mill Street Warehouse (Bids & Quotations No. 1560-18).

Approval of Bids and Award of a Contract for the Renovation of Rooms 311 and 315 of Carrington Hall (Bids & Quotations No. 1561-18).

Approval of an Agreement Granting a Drainage, Sanitary Sewer and Temporary Construction Easement to the Twin Lakes Properties, LLC to allow for Property Development by Twin Lakes Properties to the East of The Woodlands (Agreement No. 412-18).

#### Human Resources Items

Approval of Actions Concerning Academic Employees (Human Resources No. 1591-18).

Approval of Actions Concerning Non-Academic Employees (Human Resources No. 1592-18).

Approval of Actions Concerning Academic and Non-Academic Employees Salary July Adjustments (Human Resources No. 1593-18).

Approval of Actions Concerning Academic Employees Salary August Adjustments (Human Resources No. 1594-18).

Approval of FY19 Additional Fringe Benefits to be funded by Missouri State University or the Missouri State University Foundation (Human Resources No. 1595-18).

Ms. Beverly Miller made a motion to approve the Consent Agenda, receiving a second from Ms. Virginia Fry.

Motion passed 9-0.

#### **5. Committee Reports:**

**A.** Mr. Gregory Spears shared that the closed Risk Management and Audit Committee meeting included review of the Enterprise Risk Management reports for both the Springfield and West Plains Campuses. He noted that the committee also met with the University's internal auditor.

**B.** Mr. Craig Frazier gave an overview of the Finance and Facilities Committee meeting. The meeting included a year-to-date financial review and a review of the Foundation's

financials, which show the Foundation is on pace to end the fiscal year at a record high. President Clif Smart then discussed the fiscal year 2019 internal operating budget, which will be recommended for approval. In addition, the procurement and facilities and equipment consent agendas were reviewed, and a West Plains facility update was given.

- C. Ms. Beverly Miller discussed the Programs and Planning Committee meeting. She shared that the committee reviewed revisions to the award and recognition policies, the accessibility policy, the Title IX Policy on sexual assault, stalking and other forms of sexual misconduct and the code of student rights and responsibility policies for both the Springfield and West Plains campus.

Ms. Rachael Dockery, General Counsel, gave an overview of the policies and then requested approval of revisions to University award policies G3.05 honorary doctoral degrees; G3.08 Board of Governors awards for excellence in public affairs; G7.02-8 employee recognition programs; and G3.08-1 external recognition and awards, with additional revisions as discussed at the Programs and Planning Committee meeting (Board Policies No. 115-18). A motion was made by Mr. Kendall Seal to approve the resolutions, receiving a second from Ms. Silvey.

Motion passed 9-0.

Ms. Dockery then discussed and requested approval of revisions to the code of student rights and responsibilities-Springfield (Student Policies No. 113-18) and West Plains (West Plains Student Policies No. 15-18) campuses. Ms. Miller moved to approve the resolution, receiving a second from Mr. Craig Frazier.

Motion passed 9-0.

Ms. Dockery reviewed and requested approval of revisions to G1.31 Title IX policy on sexual assault, stalking and other forms of sexual misconduct (Board Policies No. 119-18) as well as revisions to the Op1.02-11 sex discrimination and VAWA offenses policy and investigation procedures as discussed at the Programs and Planning Committee meeting. Mr. Gore made a motion to approve the resolution, receiving a second from Mr. Gregory Spears.

Motion passed 9-0.

Ms. Dockery then reviewed and recommended approval of the G1.05-1 accessibility policy (Board Policies No. 120-18). A motion to approve the resolution was received from Ms. Amelia Counts. Mr. Gore seconded the motion.

Motion passed 9-0.

- 6. **Presidents Report** – President Clif Smart gave an overview of the FY19 internal operating budget recommendations, which are based on the Governor’s budget from January 2018. He

then recommended approval of the fiscal year 2019 internal operating budget resolution (Finance No. 1070-18). Mr. Frazier made a motion and Ms. Fry seconded it.

Motion passed 9-0.

President Smart then reviewed the FY20 capital improvements priorities outlining the process. He recommended approval of the fiscal year 2020 capital improvement priorities resolution (Finance No. 1071-18). Ms. Silvey and Mr. Spears made a motion and a second, respectively.

Motion passed 9-0.

President Smart discussed the one-time retention payment, which will be included in the August 2018 paycheck for employees hired on or before January 1, 2018. Approval was requested for a one-time retention payment from University funds (Finance No. 1072-18). Ms. Silvey made a motion to approve, receiving a second from Ms. Counts.

Motion passed 9-0.

7. **West Plains** – Dr. Shirley Lawler, Chancellor of the West Plains campus, welcomed the Board to the West Plains campus. She thanked community members Mayor Jack Pahlmann, Mr. Tom Stehn, City Administrator, and Ms. Heather Camps, office of Congressman Jason Smith, for attending the meeting. Dr. Lawler shared how welcoming both the campus and community have been her first three weeks on the job and discussed the importance of Missouri State University-West Plains to the community. She shared that the focus is on enrollment, noting the headcount is up 5% for fall 2018, and the overall goal is to continue to listen to the community and build on what already exists.

Dr. Lawler then introduced Dr. Dennis Lancaster, Dean of Academic Affairs, to give a presentation on the Making Our Missouri Statement Moment – West Plains Relationship with the West Plains R-V11 School District. Dr. Lancaster highlighted the early degree program partnership with West Plains R-V11 school district, which started in fall 2009, discussing the student benefits and lessons learned. He introduced Mr. Ronnie Harper, Dean of Students at the West Plains High School. Mr. Harper highlighted the program’s success, the opportunities it provides and the importance of continued communication between the school district and Missouri State University-West Plains.

Dr. Lawler next introduced Dr. Frank Priest, Professor of English and Chair of the Faculty Senate – West Plains. Dr. Priest gave a presentation on West Plains faculty accolades, accomplishments and community involvement. He noted that their motto is “students come first”, and feel their greatest accomplishment is seeing students succeed. West Plains Faculty Senate is excited to work with the new chancellor and continue to give back to the students and the community.

Dr. Lawler then introduced Mr. Bruce Cavitt, Academic Advisor and Chair of the Staff Senate – West Plains. Mr. Cavitt provided an update on events on campus including flood

recovery, the chili cook-off and Lee Denim Day. Goals this year include being a liaison to administration, supporting the staff, providing quality experiences for students and funding of the staff senate scholarship.

Dr. Lawler introduced Ms. Carlea Badolian, President of the West Plains Student Government Association, and Ms. Lindsey Parker, Vice President of the West Plains Student Government Association. Ms. Badolian shared how excited they are to represent Missouri State University – West Plains Student Government Association (SGA). She then provided an overview of 2017-2018 SGA accomplishments as well as a list of priorities for the 2018-2019 school year.

**8. Academic Affairs:**

**A. Report from the Provost** – Dr. Frank Einhellig, Provost, recommended approval of the new program Master of Science in nutrition and dietetics (Curriculum No. 387-18). A motion was made by Mr. Spears and seconded by Mr. Frazier.

Motion passed 9-0.

Dr. Einhellig highlighted student research forums in the Graduate College, College of Health and Human Services and College of Natural and Applied Sciences. He noted the high impact of these student experiences through engagement in research projects with faculty and their peers. Three forums with over 366 students were held during the 2017-2018 school year where students gave both oral and poster presentations.

Dr. Einhellig then provided the Board of Governors with an update on the hiring of academic administrators. He reported that four associate deans have been hired internally; nine department heads have been hired, three externally; and there are currently fifteen faculty positions yet to fill.

**9. Student Affairs:**

**A. Report from the Student Body President** – Mr. Isaiah Villarreal, Student Body President, reported his Cabinet has been busy this summer. He recently traveled to Washington DC and attend the Presidential Leadership Conference, which allowed for networking with other student body presidents from across the nation. Mr. Villarreal is excited to look at new initiatives and continued discussions with students at other institutions across the state and nation. He also reported that he looks forward to speaking to all new incoming freshman to campus.

**10. Staff Senate Report** – Mr. Robert Moore, Chairperson of the Staff Senate, stated that his primary platform has been relationships noting a record number of staff morale events. He is proud of what Staff Senate has accomplished this past year to include updates to the bylaw policy. Mr. Moore thanked individuals for their support during the past year and introduced the incoming chair, Mr. Jon Lee, Senior Systems Analyst, and the chair elect, Ms. A'dja Jones, Assistant Director-Achievement Center.



11. **Facilities and Equipment** – Mr. Matt Morris, Vice President for Administrative Services, recommended the approval of proposal and award of a contract for the FY19 job order contracting services. Moved and seconded, respectively, by Ms. Silvey and Ms. Counts.

Motion passed 9-0.

12. **New Business** – Ms. Tergin recommended approval of the 2019 Board of Governors meeting schedule resolution. Mr. Spears made a motion, receiving a second from Ms. Counts.

Motion passed 9-0.

Ms. Kristan Gochenauer, Secretary to the Board of Governors, will send out the 2019 Board of Governors' meeting dates to the Board.

13. **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. Tergin 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 June 22, 2018, meeting of the Board of Governors to consider items of business pursuant to:

- A. R.S.Mo. 610.021 (3). "Hiring, firing, disciplining or promoting of particular employees by a public governmental body..."
- B. R.S.Mo. 610.021 (13). "Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment..."

Mr. Gore moved the approval of the resolution and Ms. Fry seconded the motion.

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

Ms. Tergin declared the resolution passed unanimously. The open meeting was recessed at 2:25 p.m. to go into closed session.

The open meeting reconvened at 4:09 p.m.

14. **Date of Next Meeting** – The date of the next scheduled meeting was set for Thursday, August 9, at 11:30 a.m. at the Doubletree Hotel by Hilton, in Jefferson City, Missouri.
15. **Adjournment** – Ms. Tergin adjourned the meeting at 4:09 p.m., on the motion of Ms. Silvey, the second of Ms. Counts, and the unanimous vote of the Board.

*Kristan Gochenauer*  
Kristan Gochenauer  
Secretary to the Board

III.A.1.

**RECOMMENDED ACTION – Approval of FY2018/2019 Employment Agreements for Assistant Coaches and Athletics Administrators.**

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the University desires to employ Jerone Williams and Lanear Sampson as Assistant Coaches Football and Jacob “Ethan” Jacobsen as Assistant Coach Men’s and Women’s Swimming and Diving, Danielle Niepert as Director of Athletics Marketing and Promotions, and each of these individuals desire to accept such employment, as set forth in the attached Exhibit A;

**WHEREAS**, the University also desires to continue its employment of Chelsea Dirks-Ham, Associate Head Coach of Men’s and Women’s Swimming and Diving, and Jeremiah Frey as Director of Strength and Conditioning, as set forth in the attached as Exhibit B; and

**WHEREAS**, the employment of all of the aforementioned individuals is subject to the terms and conditions set forth in the attached Exhibit C.

**NOW, BE IT RESOLVED** that the Board of Governors of Missouri State University approves and authorizes the President to execute the attached FY2018/2019 Employment Agreements for the Assistant Coaches and Athletics Administrators.

**VOTE:        AYE** \_\_\_\_\_

**NAY** \_\_\_\_\_

**Comments:**

The salaries for Jerone Williams, Lanear Sampson, and Jacob “Ethan” Jacobsen will be funded from the salaries of previous Assistant Football Coaches that have left the University, such that their salaries do not represent new expenses to the Athletics Department or University.

The salaries for Chelsea Dirks-Ham’s and Jeremiah Frey’s salary remains unchanged from 2017-18.

All above-referenced coaches will be eligible to earn achievement payments contingent upon the athletic success of their respective teams.

Danielle Niepert’s salary will be funded from the salary of the previous Director of Athletics Marketing and Promotions who has left the University, such that her salary does not represent new expenses to the Athletics Department or University.



# Missouri State UNIVERSITY

## ATHLETICS EMPLOYMENT AGREEMENT – ASSISTANT COACH

This Employment Agreement (“Agreement”) is by and between the Board of Governors of Missouri State University (“University”) and the employee identified below (“Coach”).

By executing this Agreement, the University agrees to employ Coach, and Coach agrees to be employed by University, for the position, sport, and term identified below. In exchange for Coach’s services, the University will provide Coach with the compensation, achievement payments (if the contingencies are satisfied), and other benefits and incentives identified below.

The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Assistant Coach\*, which is incorporated herein by this reference.

**Name of Coach:** Jerone Williams

**Position:** Assistant Coach

**Sport:** Football

**Term:** June 22, 2018--January 31, 2019

**Compensation:** \$29,077 annually

**Achievement Payments:**

\$1000 for regular season conference championship or regular season conference co-championship in football; and \$700 for each game played in the NCAA FCS football playoffs.

**Other Benefits and Incentives:**

Coach may participate in camps and/or clinics.

Coach shall receive 4 tickets to all home football games at no cost

Shall have use of one (1) automobile pursuant to an agreement with the University

COACH

MISSOURI STATE UNIVERSITY

  
\_\_\_\_\_  
Jerone Williams, Assistant Coach

\_\_\_\_\_  
Clifton M. Smart III  
President

6/22/2018  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*Athletics Employment Agreement Terms and Conditions – Assistant Coach dated February 28, 2013



**Missouri State**  
UNIVERSITY

**ATHLETICS EMPLOYMENT AGREEMENT – ASSISTANT COACH**

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The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Assistant Coach\*, which is incorporated herein by this reference.

**Name of Coach:** Lanear Sampson

**Position:** Assistant Coach

**Sport:** Football

**Term:** June 22, 2018--January 31, 2019

**Compensation:** \$32,500 annually

**Achievement Payments:**

\$1000 for regular season conference championship or regular season conference co-championship in football; and \$700 for each game played in the NCAA FCS football playoffs.

**Moving Expenses:**

The University agrees to reimburse Mr. Sampson not to exceed \$1,000 for documented expenses associated with the relocation to Springfield, Missouri, including but not limited to packing, unpacking and moving expenses/fees for household items. Should you depart Missouri State University within 2 years, you will be required to repay the university for documented moving expenses.

**Other Benefits and Incentives:**

Coach may participate in camps and/or clinics.

Coach shall receive 4 tickets to all home football games at no cost

Shall have use of one (1) automobile pursuant to an agreement with the University

COACH

MISSOURI STATE UNIVERSITY

  
Lanear Sampson, Assistant Coach

\_\_\_\_\_  
Clifton M. Smart III  
President

  
Date

\_\_\_\_\_  
Date

\*Athletics Employment Agreement Terms and Conditions – Assistant Coach dated February 28, 2013





**Missouri State**  
UNIVERSITY

**ATHLETICS EMPLOYMENT AGREEMENT – ASSISTANT COACH**

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By executing this Agreement, the University agrees to employ Coach, and Coach agrees to be employed by University, for the position, sport, and term identified below. In exchange for Coach’s services, the University will provide Coach with the compensation, achievement payments (if the contingencies are satisfied), and other benefits and incentives identified below.

The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Assistant Coach\*, which is incorporated herein by this reference.

**Name of Coach: Jacob “Ethan” Jacobsen**

**Position: Assistant Head Coach**

**Sport: Men’s and Women’s Swimming and Diving**

**Term: July 1, 2018-June 30, 2019**

**Compensation: \$25,500**


**Achievement Payments:**

**\$800 Missouri Valley Conference (MVC) Championship and Mid-American Conference (MAC) Championship; or Missouri Valley Conference (MVC) Co-Championship and Mid-American Conference (MAC) Co-Championship; and \$200 per individual that qualifies and competes in NCAA Championship; and \$200 for any group of individuals (relay team) who qualifies and competes in the NCAA Championship**

**Other Benefits and Incentives:**

Coach may participate in camps and/or clinics

COACH

  
\_\_\_\_\_  
Jacob “Ethan” Jacobsen

MISSOURI STATE UNIVERSITY

\_\_\_\_\_  
Clifton M. Smart III  
President

07/02/2018  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*Athletics Employment Agreement Terms and Conditions – Assistant Coach dated February 28, 2013



# Missouri State<sup>™</sup>

U N I V E R S I T Y

## ATHLETICS EMPLOYMENT AGREEMENT – ADMINISTRATOR

This Employment Agreement (“Agreement”) is by and between the Board of Governors of Missouri State University (“University”) and the employee identified below (“Administrator”).

By executing this Agreement, the University agrees to employ Administrator, and Administrator agrees to be employed by University, for the position and term identified below. In exchange for Administrator’s services, the University will provide Administrator with the compensation, achievement payments (if the contingencies are satisfied), and other benefits and incentives identified below.

The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Administrator\*, which is incorporated herein by this reference.

**Name of Administrator:** Danielle Niepert

**Position:** Director of Athletics Marketing and Promotions

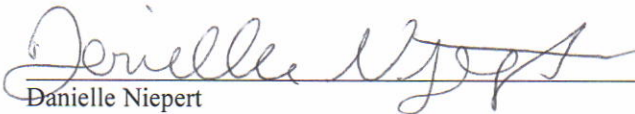
**Term:** July 2, 2018 – June 30, 2019

**Compensation:** \$32,602

**Other Benefits and Incentives:**

ADMINISTRATOR

MISSOURI STATE UNIVERSITY

  
\_\_\_\_\_  
Danielle Niepert

\_\_\_\_\_  
Clifton M. Smart III  
President

8/6/28/18  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*Athletics Employment Agreement Terms and Conditions – Administrator dated March 18, 2013



# Missouri State UNIVERSITY

## ATHLETICS EMPLOYMENT AGREEMENT – ASSISTANT COACH

This Employment Agreement (“Agreement”) is by and between the Board of Governors of Missouri State University (“University”) and the employee identified below (“Coach”).

By executing this Agreement, the University agrees to employ Coach, and Coach agrees to be employed by University, for the position, sport, and term identified below. In exchange for Coach’s services, the University will provide Coach with the compensation, achievement payments (if the contingencies are satisfied), and other benefits and incentives identified below.

The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Assistant Coach\*, which is incorporated herein by this reference.

**Name of Coach: Chelsea Dirks-Ham**

**Position: Associate Head Coach**

**Sport: Men’s and Women’s Swimming and Diving**

**Term: July 1, 2018-June 30, 2019**

**Compensation: \$36,397**

**Achievement Payments:**

**\$800 Missouri Valley Conference (MVC) Championship and Mid-American Conference (MAC) Championship; or Missouri Valley Conference (MVC) Co-Championship and Mid-American Conference (MAC) Co-Championship; and \$200 per individual that qualifies and competes in NCAA Championship; and \$200 for any group of individuals (relay team) who qualifies and competes in the NCAA Championship \$1,000 should the w. swimming team meet or exceed the required participation number required**

**Other Benefits and Incentives:**

Coach may participate in camps and/or clinics

COACH

  
Chelsea Dirks-Ham

MISSOURI STATE UNIVERSITY

Clifton M. Smart III  
President

6/22/18  
Date

Date

\*Athletics Employment Agreement Terms and Conditions – Assistant Coach dated February 28, 2013





# Missouri State UNIVERSITY

## ATHLETICS EMPLOYMENT AGREEMENT – ADMINISTRATOR

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By executing this Agreement, the University agrees to employ Administrator, and Administrator agrees to be employed by University, for the position and term identified below. In exchange for Administrator’s services, the University will provide Administrator with the compensation, achievement payments (if the contingencies are satisfied), and other benefits and incentives identified below.

The parties further agree to be bound by, and that the terms set forth herein are subject to, the Athletics Employment Agreement Terms and Conditions – Administrator\*, which is incorporated herein by this reference.

**Name of Administrator:** Jeremiah Frey

**Position:** Director of Strength and Conditioning Coach

**Term:** July 1, 2018 – June 30, 2019

**Compensation:** \$48,117

**Achievement Payments:**

\$500 for each regular season conference championship or co-championship in Baseball, Softball, Volleyball W. Track and Field and Cross Country, W. Tennis, Men’s Soccer, W. Soccer and;

\$250 for each MVC or MAC conference championship Volleyball, Baseball, Softball, W. Track and Field and Cross Country, Men’s Soccer, W Tennis, W. Soccer and Swimming and Diving; and

\$250 if Baseball, Volleyball, Softball, W. Track and Field and Cross Country, Men’s Soccer, Beach Volleyball, W. Soccer and wins a game/match to NCAA post-season competition (excludes NIT/WNIT).

**Other Benefits and Incentives:**

ADMINISTRATOR

MISSOURI STATE UNIVERSITY

Jeremiah Frey

Clifton M. Smart III  
President

Date

6/7/2018

Date

\*Athletics Employment Agreement Terms and Conditions – Administrator dated March 18, 2013



## ATHLETICS EMPLOYMENT AGREEMENT TERMS AND CONDITIONS – ASSISTANT COACH

**1. Term and Termination.** This Agreement will automatically terminate at the end of the term identified in this Agreement (“Term”). If the parties do not execute a new agreement but Coach remains employed by the University at the end of the Term, all terms and conditions of this Agreement will continue to govern the parties’ relationship.

The University may terminate this Agreement, with or without advance notice, in its sole discretion, without owing any continuing obligation to pay Coach’s salary or perform any other obligations under this Agreement, if:

- a. The University’s employment of the current head coach of the sport identified in this Agreement (“Sport”) ends for any reason; or
- b. Coach fails to perform as agreed, Coach otherwise breaches this Agreement, or termination is otherwise appropriate pursuant to the terms of the Employee Handbook; or
- c. Appropriations or unencumbered funds adequate to pay the obligations herein created become unavailable for any reason.

Additionally, Coach’s employment with the University shall be “at will” such that either party may terminate this Agreement, with or without cause, in its sole discretion, at any time.

**2. Duties.** Coach’s duties are set forth in the job description (as maintained by the University’s Office of Human Resources) associated with the position identified in this Agreement. Such job description is incorporated herein by this reference. Coach will be treated as an exempt employee for purposes of applicable wage and hour laws because Coach’s duties primarily involve teaching proper skills development to student-athletes and instructing student-athletes on physical health, team concepts, and safety, and because Coach will have a great deal of independent discretion and judgment as to the manner and method of such teaching and instruction. Coach shall faithfully serve the University; perform the aforementioned duties; at all times devote his or her whole time, attention, and energies to his or her duties to the University; and do and perform all services, act, and things the Director of Athletics, the Associate Director of Athletics, and the head coach for the Sport direct.

**3. Camps and Clinics.** *This section applies only if this Agreement states that Coach may participate in camps and/or clinics as an additional benefit and incentive.* If this Agreement so states, Coach may participate in camps and clinics associated with the Sport for Coach’s own benefit, provided that such camps and clinics are owned and operated by other University employees. Coach understands and agrees that, though such camps and clinics may occur on University property, the University does not operate such camps and clinics, the University is not responsible for any liabilities or other matters associated with such camps and clinics, and the University will not compensate Coach for participating in such camps and clinics (compensation is the responsibility of the owner/operator of the camp or clinic). Coach’s duties for the University do not include service or participation in camps or clinics, but the University hereby authorizes Coach to participate in camps or clinics for Coach’s own benefit as an additional benefit and incentive. Unless this Agreement expressly states to the contrary, Coach is not authorized to use the University’s name, logo, likeness, or property to operate or conduct his or her own camp or clinic.

**4. Use of Automobile.** *This section applies only if this Agreement states that Coach will have use of an automobile as an additional benefit and incentive.* If this Agreement so states, Coach shall be furnished with an automobile, pursuant to a lease agreement with the University, for Coach’s business and personal use as long as the University and/or Foundation receives sufficient automobiles (via trade-out with automobile dealers in relation to memberships in The Bears Fund) to fulfill all of the University’s commitments to provide automobiles to employees. If insufficient automobiles are available, the University has sole discretion to determine which employees will receive automobiles. The terms of the lease agreement shall control the use, maintenance, and insurance requirements applicable to such automobile; and Coach will be responsible for ensuring compliance with all such requirements. Without limitation to the foregoing, Coach understands and agrees that Coach (and not the University) is individually responsible for maintaining insurance for the automobile.

**5. Employee Handbook and University Policies.** Coach’s employment shall be subject to and governed by the Employee Handbook for Administrative, Professional, and Support Staff Employees (“Employee Handbook”) and all other applicable University policies, practices, and protocols. Coach understands and agrees that policies, practices, protocols, and Employee Handbook provisions may be adopted, revoked, and changed at any time with or without notice. Coach’s employment is not subject to the Faculty Handbook, and Coach is not entitled to tenure or any other rights, privileges, or protections afforded to faculty.

**6. Professional and Moral Conduct Requirement.** It is understood Coach is being employed by the University, by a member institution of the National Collegiate Athletic Association, for the purpose of administering, conducting and coaching intercollegiate athletics. Coach agrees he or she will diligently conduct himself or herself in such a manner that NCAA regulations and codes of conduct now existing or hereinafter enacted, will be fully complied with, in all particulars, including, but not limited to, the following:

a. Participating student-athletes shall deport themselves with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, the institution, and they as individuals, shall represent the honor and dignity of fair play and the generally-recognized high standards associated with wholesome, competitive sports.

b. Staff members of the University’s Athletics Department shall not accept compensation or gratuities of any kind whatsoever, either directly or indirectly, for representing a professional sports organization in the scouting or contacting of athletics talent or the negotiating of a contract. In this regard, any compensational arrangement between a professional sports organization and the University’s staff member (e.g., for scouting other professional teams or assisting the professional employer in coaching his or her team) shall be considered *prima facie* evidence of an indirect arrangement to assure the staff member’s assistance in evaluating or procuring college talent.

c. Staff members of the University, or others serving on NCAA committees or acting as consultants, shall not, directly or by implication, use the NCAA’s name or their affiliation with the NCAA in the endorsement of products or services.

d. Staff members of the University’s Athletics Department shall not knowingly participate, directly or indirectly, in the management, coaching, officiating, supervision, promotion or player selection or any all-star contest involving student-athletes which is not certified by the NCAA’s Extra Events committee.

e. Staff members of the University’s Athletics Department shall not represent, directly or indirectly, a student-athlete in the marketing of athletics ability or reputation to a professional sports team or professional sports organization, and shall not receive compensation or gratuities of any kind, directly or indirectly, for such services.

f. Coach is required to provide a written detailed account annually to the University President for all athletically related income and benefits from sources outside the institution. In addition, the approval of all athletically related income and benefits shall be consistent with the institution’s policy related to outside income and benefits applicable to all full-time or part-time employees. Sources of such income shall include, but are not limited to, the following:

- Income from annuities;
- Sports camps;
- Housing benefits (including preferential housing arrangements);
- Country club memberships;
- Complimentary ticket sales;
- Television and radio programs; and
- Endorsement or consultation contracts with athletics shoe, apparel or equipment manufacturers.

g. Coach further agrees that he or she may be suspended for a period of time, without pay, or that his or her employment may be terminated, notwithstanding any other provisions of this agreement, if he or she is found to be involved in deliberate and serious violations of any NCAA regulations.

**7. Miscellaneous.** The laws of the State of Missouri shall govern this Agreement. The parties agree that any lawsuit arising from any dispute or alleged breach of this Agreement shall be brought in the Circuit Court of Greene County, Missouri. This Agreement contains all terms and conditions agreed upon by the parties, and all prior agreements between the parties are void. This Agreement may be modified only by a written instrument executed by the parties hereto.



## ATHLETICS EMPLOYMENT AGREEMENT TERMS AND CONDITIONS – ADMINISTRATOR

**1. Term and Termination.** This Agreement will automatically terminate at the end of the term identified in this Agreement (“Term”). If the parties do not execute a new agreement but Administrator remains employed by the University at the end of the Term, all terms and conditions of this Agreement will continue to govern the parties’ relationship.

The University may terminate this Agreement, with or without advance notice, in its sole discretion, without owing any continuing obligation to pay Administrator’s salary or perform any other obligations under this Agreement, if:

- a. Administrator fails to perform as agreed, Administrator otherwise breaches this Agreement, or termination is otherwise appropriate pursuant to the terms of the Employee Handbook; or
- b. Appropriations or unencumbered funds adequate to pay the obligations herein created become unavailable for any reason.

Additionally, Administrator’s employment with the University shall be “at will” such that either party may terminate this Agreement, with or without cause, in its sole discretion, at any time.

**2. Duties.** Administrator’s duties are set forth in the job description (as maintained by the University’s Office of Human Resources) associated with the position identified in this Agreement. Such job description is incorporated herein by this reference. Administrator will be treated as an exempt employee for purposes of applicable wage and hour laws because Administrator’s duties primarily involve organizing and administering athletics programs, supervising sports programs, and supervising personnel associated with sports programs. Administrator will have a great deal of independent discretion and judgment as to the manner and method of such duties. Administrator shall faithfully serve the University; perform the aforementioned duties; at all times devote his or her whole time, attention, and energies to his or her duties to the University; and do and perform all services, act, and things the Director of Athletics directs.

**3. Use of Automobile.** *This section applies only if this Agreement states that Administrator will have use of an automobile as an additional benefit and incentive.* If this Agreement so states, Administrator shall be furnished with an automobile, pursuant to a lease agreement with the University, for Administrator’s business and personal use as long as the University and/or Foundation receives sufficient automobiles (via trade-out with automobile dealers in relation to memberships in The Bears Fund) to fulfill all of the University’s commitments to provide automobiles to employees. If insufficient automobiles are available, the University has sole discretion to determine which employees will receive automobiles. The terms of the lease agreement shall control the use, maintenance, and insurance requirements applicable to such automobile; and Administrator will be responsible for ensuring compliance with all such requirements. Without limitation to the foregoing, Administrator understands and agrees that Administrator (and not the University) is individually responsible for maintaining insurance for the automobile.

**4. Employee Handbook and University Policies.** Administrator’s employment shall be subject to and governed by the Employee Handbook for Administrative, Professional, and Support Staff Employees (“Employee Handbook”) and all other applicable University policies, practices, and protocols. Administrator understands and agrees that policies, practices, protocols, and Employee Handbook provisions may be adopted, revoked, and changed at any time with or without notice. Administrator’s employment is not subject to the Faculty Handbook, and Administrator is not entitled to tenure or any other rights, privileges, or protections afforded to faculty.

**5. Professional and Moral Conduct Requirement.** It is understood Administrator is being employed by the University, by a member institution of the National Collegiate Athletic Association, for the purpose of administering, conducting and coaching intercollegiate athletics. Administrator agrees he or she will diligently conduct himself or herself in such a manner that NCAA regulations and codes of conduct now existing or hereinafter enacted, will be fully complied with, in all particulars, including, but not limited to, the following:

- a. Participating student-athletes shall deport themselves with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, the institution, and they as individuals, shall represent the honor and dignity of fair play and the generally-recognized high standards associated with wholesome, competitive sports.
- b. Staff members of the University’s Athletics Department shall not accept compensation or gratuities of any kind whatsoever, either directly or indirectly, for representing a professional sports organization in the scouting or contacting of athletics talent or the negotiating of a contract. In this regard, any compensational arrangement between a professional sports organization and the University’s staff member (e.g., for scouting other professional teams or assisting the professional employer in coaching his or her team) shall be considered *prima facie* evidence of an indirect arrangement to assure the staff member’s assistance in evaluating or procuring college talent.
- c. Staff members of the University, or others serving on NCAA committees or acting as consultants, shall not, directly or by implication, use the NCAA’s name or their affiliation with the NCAA in the endorsement of products or services.
- d. Staff members of the University’s Athletics Department shall not knowingly participate, directly or indirectly, in the management, coaching, officiating, supervision, promotion or player selection or any all-star contest involving student-athletes which is not certified by the NCAA’s Extra Events committee.
- e. Staff members of the University’s Athletics Department shall not represent, directly or indirectly, a student-athlete in the marketing of athletics ability or reputation to a professional sports team or professional sports organization, and shall not receive compensation or gratuities of any kind, directly or indirectly, for such services.
- f. Administrator is required to provide a written detailed account annually to the University President for all athletically related income and benefits from sources outside the institution. In addition, the approval of all athletically related income and benefits shall be consistent with the institution’s policy related to outside income and benefits applicable to all full-time or part-time employees. Sources of such income shall include, but are not limited to, the following:
  - Income from annuities;
  - Sports camps;
  - Housing benefits (including preferential housing arrangements);
  - Country club memberships;
  - Complimentary ticket sales;
  - Television and radio programs; and
  - Endorsement or consultation contracts with athletics shoe, apparel or equipment manufacturers.
- g. Administrator further agrees that he or she may be suspended for a period of time, without pay, or that his or her employment may be terminated, notwithstanding any other provisions of this agreement, if he or she is found to be involved in deliberate and serious violations of any NCAA regulations.

**6. Miscellaneous.** The laws of the State of Missouri shall govern this Agreement. The parties agree that any lawsuit arising from any dispute or alleged breach of this Agreement shall be brought in the Circuit Court of Greene County, Missouri. This Agreement contains all terms and conditions agreed upon by the parties, and all prior agreements between the parties are void. This Agreement may be modified only by a written instrument executed by the parties hereto.

III.B.1.

**RECOMMENDED ACTION** - Approval of Actions Concerning Academic Employees.

The following resolution was moved by \_\_\_\_\_  
and seconded by \_\_\_\_\_:

**BE IT RESOLVED** by the Board of Governors for the Missouri State University that the actions indicated for academic employees of the West Plains Campus, as itemized below, are hereby approved.

**(See Addendum A for Supplemental payments for the summer 2018 session)**

**(See Addendum B for Per Course payments for the summer 2018 session)**

**VOTE:**      **AYE** \_\_\_\_\_

**NAY** \_\_\_\_\_

**ADDENDUM A**

**Supplemental payments for the summer 2018 session:**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Thora Broyles	MTH	\$ 1,274
Judy Carr	PSY/SOC/Div. Chair duties	\$ 8,630
Anyta Cavitt	EDU	\$ 600
Melinda Denton	MTH	\$ 2,459
Renee Keith	CFD	\$ 7,140
Michael Orf	HST/PLS	\$ 6,112
Joseph Rugutt	CHM	\$ 8,014
Dasha Russell	Internship	\$ 250
Brenda Smith	CFD	\$ 5,738
Jay Towell	MTH/Div. Chair duties	\$ 8,286
Abel Jerry Trick	MTH/IDS Coord duties	\$ 6,073
Ben Wheeler	BIO	\$ 4,747
David White	BUS/IDS/MGT/Internships/Dist. Learn. Coord.	\$ 9,424
Linda Wulff-Risner	AGR/Internships	\$ 4,325

**ADDENDUM B**

**Per Course payments for the summer 2018 session:**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Scotty Wall	PHI	\$1,728

III.B.2.

**RECOMMENDED ACTION** - Approval of Actions Concerning Non-Academic Employees.

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**BE IT RESOLVED** by the Board of Governors for the Missouri State University that the actions indicated for non-academic employees of the West Plains Campus, as itemized below, are hereby approved.

**APPOINTMENT:**

<u>Name</u>	<u>Position-Department</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
Lindsey K. Hicks	Admission Counselor WP Admissions	41	\$27,934 Annually	06/18/2018

**CHANGE OF STATUS:**

<u>Name</u>	<u>Position-Department</u>	<u>Action</u>	<u>Effective</u>
Amber N. Carr	Assistant Director of Development WP Development From: Assistant Director of Development Annual Rate: \$40,000 To: Interim Director of Development Annual Rate: \$40,000 annually + \$1,300/month supplemental	Change of Status	04/02/2018

**VOTE:**     **AYE** \_\_\_\_\_

**NAY** \_\_\_\_\_

III.B.3.

**RECOMMENDED ACTION** – Proposed Revisions to the Missouri State University-  
West Plains Faculty Handbook

The following resolution was moved by \_\_\_\_\_ and seconded by  
\_\_\_\_\_.

**WHEREAS**, the Chancellor of the West Plains campus, the Dean of Academic Affairs, the Missouri State University-West Plains Faculty Senate, and the Missouri State University-West Plains Faculty Handbook Revision Committee believe the Faculty Handbook should be revised; and

**WHEREAS**, the General Counsel has reviewed, edited, and approved the revisions proposed; and

**WHEREAS**, the proposed revisions to the Faculty Handbook (as outlined in the following Executive Summary) will help clarify the Faculty Performance Evaluation Model, the evaluation process itself, and the Faculty Handbook policy on Grievance;

**NOW, THEREFORE, BE IT RESOLVED** that the proposed changes to the Faculty Handbook be approved as submitted.

VOTE: AYE \_\_\_\_\_

NAY \_\_\_\_\_

**EXECUTIVE SUMMARY:**

The proposed changes to the Faculty Handbook are designed to clarify and streamline Faculty Performance Evaluation on the Missouri State-West Plains campus. Two specific areas of the Faculty Handbook are affected by these changes: 1) Section 4.1. Faculty Performance Criteria and Evaluation Model; and 2) Section 4.4 Faculty Performance Evaluation Process.

In addition, a proposed change to Section 13.1, Grievance, clarifies the process used for a grievance based on evaluation ratings/rankings or tenure and/or promotion recommendations.

Note: The format used to describe these proposed changes consist of the following: strikeouts indicate language being removed; text that is bold and underlined indicate a change and/or addition.

**4.1 Faculty Performance Criteria and Evaluation Model**

Faculty performance criteria at Missouri State University-West Plains are based on the purpose and mission of the institution. **The campus mission is:**



**Missouri State University-West Plains empowers students to achieve personal success and to enrich their local and global communities.** As a **two-year public teaching and learning institution,** ~~we the general mission is to provide~~ **accessible, affordable, and** quality post-secondary educational opportunities ~~to the communities we serve.~~

To this end, faculty members are expected to be actively engaged in teaching, professional activity, and community and campus service throughout their careers. See Section 4.2 for General Criteria for 1) Teaching, 2) Professional Activity, and 3) Service.

~~The purpose of evaluation includes the following:~~

- ~~1. To promote the mission of Missouri State University-West Plains.~~
  - ~~2. To assess and cultivate both faculty and institutional effectiveness.~~
  - ~~3. To aid in making decisions concerning reappointment, promotion and granting of tenure.~~
- ~~Faculty members are evaluated in three categories of performance: teaching, professional activity and service. This section outlines the evaluation models and criteria for tenure, promotion and performance reviews. The evaluation processes are specified in Section 4.2. Performance reviews are mission-related and should be consistent with tenure and/or promotion decisions. The criteria used for evaluation in each category are based on specific elements in the University's mission as specified below.~~

#### **4.4 Faculty Performance Evaluation Process**

Each member of the ranked Faculty participates in five separate, but interrelated, evaluative processes: (1) an annual performance review by an immediate faculty supervisor or peer, (2) a review for tenure-eligible probationary faculty, (3) a review of application for tenure, (4) a review of Faculty Performance application for promotion and (5) for **non-tenured** ~~untentured~~, ranked faculty only, a review of application for annual appointment.

Each evaluation will review performance concerning teaching, professional activity, and service, and will provide any expectations for progression of performance regarding promotion or tenure, and the role of individually negotiated assignments in these expectations. In negotiating individualized roles for faculty members, the Dean of Academic Affairs is charged to carry out this task in a manner consistent with the Faculty Handbook.

The Dean of Academic Affairs and Division Chairs shall work closely with the Faculty Evaluation Committee and Divisional Personnel Committees (see section 4.4.4) throughout the year as needed to complete the faculty evaluation process.

The Dean of Academic Affairs shall discuss faculty evaluation processes with the Division Chairs and Department Heads each fall semester.

##### **4.4.1 Regular Performance Reviews**

Annually, every ranked faculty member will submit the Goals, Objectives, and Professional Development Agreement form for the following academic year and the corresponding self-

evaluation to the appropriate Division Chair or immediate supervisor. Subsequently, the Division Chair or immediate supervisor will conduct a performance review and assign a composite rating for every ranked faculty member in his or her division. For probationary faculty only, the Division Chair shall seek the written input of the appropriate Divisional Personnel Committee. The Division Chair or immediate supervisor shall meet with each faculty member to discuss the results of his or her performance review. The faculty member shall sign the performance review and may append a response. The Division Chair or immediate supervisor shall forward the performance reviews to the Dean of Academic Affairs. The Dean shall either endorse or modify the recommended rating. In instances where the Dean modifies the rating, the Dean must provide a compelling rationale for the change in writing to the Division Chair and to the affected faculty member. Performance reviews for Division Chairs will be conducted by the Dean of Academic Affairs.

At least four numerical or categorical ratings are to be used for the performance reviews. The ratings are to be designed to recognize both outstanding and unsatisfactory performances as well as those appraised as degrees of good or satisfactory. The Dean of Academic Affairs and Division Chairs shall develop a clear set of expectations for satisfactory performance in the categories of teaching, professional activity, and service.

A faculty member may appeal the performance rating as outlined in Section 4.4.6.1. For probationary faculty, these performance reviews will form a basis for subsequent reviews, for reviews regarding progress toward promotion or tenure, and for recommendations concerning promotion, tenure, and annual appointment and should be kept on file in the Academic Affairs Office.

#### **4.4.2 Probationary Faculty**

##### **4.4.2.1 Faculty Mentors**

A new faculty member who is a first-year candidate for reappointment shall have the advice of a senior faculty mentor to assist him/her in preparing materials for submission to the Academic Affairs office. The mentor shall be appointed by the Dean of Academic Affairs in consultation with the Division Chair and the new faculty member, and hold this responsibility formally for one year. The mentor should, however, continue to advise the new faculty member on an indefinite basis.

##### **4.4.2.2 Evaluation of Probationary Faculty**

Probationary faculty will undergo the following evaluations: [Forms can be found at <http://wp.missouristate.edu/AcademicAffairs/Forms.htm> ]

- At least one classroom observation by the Division Chair, Department Head, and/or a member of the tenured faculty annually
- Annual Performance Reviews completed by the Division Chair
- Annual Review of progress toward tenure by the Divisional Personnel Committee and Division Chair (see below)
- Student Evaluations for each course taught every semester

#### **4.4.2.3 Reappointment and Progress-Toward-Tenure Process**

Every probationary faculty member must apply for each yearly appointment during his or her term of probation. The application must be made at the appropriate time as stated in the annual Academic Work Calendar and in accordance with procedures outlined in section 4.4.2.5. Failure to do so will result in no appointment.

**New faculty members starting in August will have an orientation meeting with their DPC Committee sometime during their first semester of employment. At this meeting, the DPC will discuss the RPT process and answer questions. The candidate will prepare and forward an application (RPT) portfolio to their Division Chair by December 1st. This portfolio should include:**

- 1. Application for reappointment;**
- 2. DPC's Orientation Summary;**
- 3. Current Curriculum Vita;**
- 4. Current course syllabi for each course taught during the first semester;**
- 5. Goals, Objectives and Professional Development Plan for the upcoming academic year, developed with their Faculty Mentor, Department Head and/or Division Chair;**
- 6. Workshop or professional conferences conducted or attended; and**
- 7. Other relevant data such as thank you notes from students or peers, news articles concerning activities of the applicant, etc.**

**The Division Chair shall conduct a meeting with the new faculty member and their appointed faculty mentor no later than January 15th. The Division Chair will review the DPC's orientation summary, the candidate's Professional Development Plan, student evaluations and any other job-related information with the candidate at this time and helps the candidate update their application (RPT) portfolio if necessary. The candidate then forwards their updated portfolio to the Academic Dean by January 30th.**

**All other probationary faculty seeking reappointment or tenure shall submit their RPT portfolio (link) to their DPC chair by November 1st. See section 4.4.5.1 for more details on the RPT portfolio.**

An annual review to assess whether a faculty member should be reappointed and to assess appropriate progress toward tenure shall be conducted by the Divisional Personnel Committee (DPC) and by the Division Chair. The Division Chair shall not be a participant in the voting or deliberations of the DPC. Based on the requirements of tenure listed in Section 3.6.2, the DPC will annually assess the probationary faculty member's cumulative record as he or she progresses toward the tenure decision year, and will specify in writing one of three outcomes:

- 1. that progress toward tenure is satisfactory**

2. that progress toward tenure is questionable, identifying areas for improvement and providing specific suggestions
3. that progress toward tenure is unsatisfactory, providing specific rationale

In all cases the committee will provide clear feedback **in writing**, identifying areas for improvement **and** making specific suggestions. Additionally, the committee will make a recommendation regarding continued appointment or non-reappointment. If the committee recommends non-reappointment, then appropriate rationale must be provided **in writing to the candidate. See section 4.4.4 for more information concerning the DPC.**

The ~~candidate DPC~~ will **then update their portfolio with the DPC's** ~~forward its annual review evaluation and its recommendations, and forward their~~ ~~the applicant's portfolio link~~ to their Division Chair. **Once the division chair has completed and shared their written** ~~who will add her or his evaluation and recommendations~~ **with the candidate, the candidate will update their portfolio and forward the link** ~~and pass all of these materials to the Dean of Academic Affairs. The Dean will forward also attach his or her evaluation and recommendation along with the portfolio link to~~ ~~recommendations and will notify the Chancellor of the outcome of the evaluation process~~ **for his/her final recommendation. See Section 4.4.2.5 for the RPT calendar.**

Copies of each evaluation and recommendation shall be provided to the candidate at each stage of this process **so that they can upload to their** ~~before the~~ portfolio before **submitting it** ~~evaluation, and recommendations are submitted~~ to the next reviewer. To acknowledge that she or he has received these copies, the candidate must undersign each ~~before the evaluation materials are forwarded further.~~ Signing the evaluation does not imply that the candidate endorses all that is stated therein. The candidate may append a response before ~~an~~ **the** evaluation is forwarded further, and this response will remain attached throughout the evaluation process.

**Probationary faculty whose** ~~If the progress towards~~ tenure is **deemed** questionable or unsatisfactory, ~~then the Dean of Academic Affairs shall meet with~~ **their Department Chair, Division Chair** ~~the faculty member to discuss the areas of improvement that were identified and~~ **faculty mentor to develop a pre-tenure plan by Feb. 1st** ~~to discuss the implementation of suggested courses of action, as well as to discuss any other issues that need to be addressed. The Dean of Academic Affairs, in consultation with the Division Chair~~ **Dean will receive a copy of this plan and work** ~~Affairs,~~ **implement and oversee the plan.** ~~, will also periodically follow up with the faculty member throughout the upcoming academic year.~~

#### 4.4.2.4 Promotion and Tenure Process for Probationary Faculty

For promotion, the application must be made at the appropriate time as stated in the annual Academic Work Calendar and in accordance with evaluation procedures outlined in ~~section 4.4.2.1.~~ **the preceding sections.** The application for promotion may be withdrawn from consideration at any stage of the process.

~~The process of promotion review and tenure review follows the steps as shown below.~~ The requirements for promotion are located in Section 3.4 and the requirements for tenure are located in Section 3.6. At each stage of the evaluation of promotion and/or tenure, a candidate will be given a copy of the evaluation and written rationale for the recommendation.

For tenure, in most cases, a probationary faculty member must apply for tenure no later than the fifth year of employment to remain employed beyond the sixth year. The application must be made at the appropriate time as listed in the Academic Work Calendar and in accordance with evaluation procedures outlined in section 4.4. Failure to do so will result in no appointment for the year following the probationary period. In cases where the faculty member has negotiated for a shorter probationary period, the **initial and** final tenure application **years are** ~~year is~~ specified in the faculty member's initial letter of employment. Candidates denied tenure by the Dean of Academic Affairs in the final year for application are not permitted to reapply. Candidates who apply for early tenure (i.e., in a year prior to the final year for application as stated in the faculty member's initial letter of employment) may reapply up to and including the final year to apply. Although faculty **members** hired at mid-year may "count" all work accomplished since the date of hire, the tenure clock for them begins the following August, unless otherwise negotiated.

Individuals whose initial appointment is to the Associate Professor rank must apply for tenure by the fourth year of their probationary status except in those circumstances where the Dean has granted a temporary stopping of the tenure clock.

#### **4.4.2.5 Reappointment, Promotion and Tenure Calendar**

**May 1st – Sept 1st**

**DPC committees are formed; co-chairs selected**

**August 1st - Sept. 1st**

**Academic Affairs disseminates faculty evaluation procedure guidelines and appropriate forms to all faculty.**

**October 1st**

**Faculty members submit RPT applications to Academic Affairs.**

**Oct. 1st 2st – Oct. 31st**

**Academic Affairs sends a list of candidates to DPC chairs; DPC chairs and Academic Affairs verify eligibility and notify faculty members. The DPC meets with first-year candidates.**

**Nov. 1st**

**Faculty members update their portfolios (goals, objectives, professional development plans, etc.), upload them at Chalk & Wire, and submit links to DPC chairs.**  
**Portfolios (Chalk & Wire) are submitted to DPC chairs.**

Nov. 1st 2st – Dec. 1st

DPC evaluates portfolios/candidates; DPC meets with each candidate and writes recommendations.

Dec. 1st 2st – Dec. 15th

DPC secures signatures on recommendations and provides the candidates with copies. Each candidate must upload recommendations and forward their portfolio to Division Chair. (Faculty are to be developing/updating their goals, objectives, and professional development plan.)

Dec. 15th 16h – Jan. 15th

Division Chairs evaluates candidates, writes recommendations, and meets with each candidate as needed; each candidate must upload recommendations to Chalk & Wire and forward a link to their portfolios to the Dean of Academic Affairs. (During this time, Division Chairs are also completing their annual administrative evaluations on each faculty.)

Jan. 15th 16th - Feb. 15th

Dean of Academic Affairs evaluates candidates; meets with candidates if necessary; recommendations are forwarded to Chancellor.

Feb. 15th 16th – March 1st

Chancellor makes recommendations and returns to the Dean of Academic Affairs.

March 1st 2st – April 30th

Academic Affairs submits final recommendations for approval by the Board of Governors. Candidates receive official notifications of RPT decisions from the Dean of Academic Affairs.

~~Faculty member submits application portfolio to Academic Affairs [October 1\*]  
Divisional Personnel Committee reviews portfolio and writes recommendation [December 15]~~

~~Candidate receives copy and signs original committee recommendation~~

~~Committee forwards portfolio and recommendation to Division Chair~~

~~Division Chair reviews materials and writes recommendation [January 15]~~

~~Candidate receives copy and signs original division chair recommendation~~

~~Committee and division chair recommendations, and portfolio forwarded to Dean~~

~~Dean reviews materials and writes recommendation [February 15]~~

~~Candidate receives copy and signs original of Dean's recommendation~~

~~Dean forwards list of reappointments and non-reappointments, and list of results of tenure and promotion decisions~~

~~\*If a new faculty member starts in the fall semester, then the application portfolio is submitted on December 1. The Chancellor will submit reappointment, promotion, and/or tenure recommendations to the President and Board of Governors, and the Dean of Academic Affairs will notify all applicants of the Board's actions. Recommendations from each level of the review process will be shared with the applicant by the reviewer(s) at each level. The applicant may withdraw the application at any level of the process prior to the review by the Dean of Academic Affairs and the Chancellor. Throughout the entire review process, confidentiality must be maintained. Members at every level of decision-making must assume personal responsibility to ensure that confidentiality is not violated.~~

### 13.1 Grievance

Where it is alleged that there has been a failure to follow procedures set forth in the Faculty Handbook, that Constitutional rights, statutory rights, or academic freedom have been abridged, or that a sustained pattern of unfair treatment or a significant arbitrary and capricious action has occurred, a faculty member has a right to file a written grievance with the Academic Affairs Office who will then forward the written grievance to the Academic Personnel **Review** ~~Re-view~~ Commission (APRC).

A grievance based on ~~(1)~~ discrimination or harassment based on protected status **does not follow the procedure outlined in the remaining sections but instead must be submitted to the Title IX Office (in the case of grievances based on sex, including marital status, family status, pregnancy, sexual orientation, and gender identity/expression), or the Office for Institutional Equity and Compliance (in the case of grievances based on race, age, religion, disability, (2) merit rating disputes or veteran's status).**

**A grievance based on evaluation ratings/rankings or (3) tenure and/or promotion recommendations must follow the procedures established in Section 4.4.6.2** ~~should follow its own internal review process.~~

#### 13.1.1 Actions Prior to Initiating a Grievance

Prior to invoking the Academic Personnel Grievance Process (APGP), the faculty member should demonstrate a reasonable attempt to resolve the dispute by him/herself. The use of mediators or alternative dispute resolution should be considered. The Dean of Academic Affairs should be involved in the resolution attempts.

#### 13.1.2 Retaliation Prohibited

In no way shall an employee's status with the university be adversely affected because he or she utilizes these procedures.

III.C.1.

**RECOMMENDED ACTION** - Approval of Procurement Activity Report

The following resolution was moved by \_\_\_\_\_  
and seconded by \_\_\_\_\_.

**BE IT RESOLVED** by the Board of Governors for Missouri State University that the attached Activity Report for all reportable actions since the last Board of Governors' meeting, as presented by the Office of Procurement Services, be approved.

**VOTE:**      **AYE** \_\_\_\_\_  
                  **NAY** \_\_\_\_\_

**COMMENTS:**

Recommend the attached report summarizing all reportable Office of Procurement Services activity from June 6, 2018 through July 25, 2018 be approved.



**ACTIVITY REPORT  
MISSOURI STATE UNIVERSITY  
OFFICE OF PROCUREMENT SERVICES**

**FOR INFORMATIONAL PURPOSES ONLY**

**Single Feasible Source > \$100,000**

**Inductively Coupled Plasma Mass Spectrometry (ICP-MS) System      \$156,918.48  
Chemistry Department**

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, the Chemistry Department requests an inductively coupled plasma mass spectrometry system from Agilent Technologies.

The requested instrument is being purchased in fulfillment of a National Science Foundation (NSF) instrument grant written by several of the University's professors. As part of the grant's requirements, faculty were required to specify the requirements of the instrument funded by the grant monies, describe what other ICP-MS instruments they had researched, and state why they had chosen this particular one. The Agilent 7900 ICP-MS system was selected because of its ability to handle the types of interferences the researchers expect to see in their research, as well as its very low detection limits, which are better than the University's current ICP system.

College of Natural and Applied Sciences will use this instrument as a replacement for the current ICP that has been in service for the University since 1997. That instrument no longer has replacement parts readily available, and the few consumable parts that are still available are being used increasingly more often as the instrument's general condition declines.

The NSF proposal contains avenues of research, which members of Biology, Chemistry, Geology, Environmental Plant Science and Natural Resources would like to undertake. Selected processes are unable to be done with the existing instrument, or they have to be sent out for analysis at a significant cost and delay. Additionally, the grant authors listed a number of upper level undergraduate and graduate courses that will benefit from access to this instrument.

Grant authors envision an increased competitiveness in applying for external grants and receiving external grants. The system proposed is becoming an increasingly common research tool because of the wide amount of data that it can provide. Authors also envision greater community outreach by allowing Ozarks Technical College, as well

**ACTIVITY REPORT  
PAGE TWO**

as Watershed Committee of the Ozarks and Evangel University to have access to the instrument.

As stated above, the grant applicants were essentially required to sort through all the available options and pick one that best fit all of their predicted needs. The grant monies were awarded on the strength of their proposal for this particular instrument configuration; therefore, the instrument must be purchased from Agilent Technologies.

**Note: Funding to be from a National Science Foundation (NSF) instrument grant.**

**Exercise of contract renewal option for the purchase of goods and services estimated > \$100,000**

**Periodicals, S1 Domestic Origin \$400,000.00  
Meyer Library (Estimated)**

Recommend renewal of Contract C7331-1 with Harrassowitz for the purchase of Class S1 Periodicals for the period July 1, 2018 through June 30, 2019. This renewal is the second of six available renewal options, and **subject to continued satisfactory performance, the University will each year exercise the remaining four available annual renewable options.** Contract prices and mailing services will remain the same as during the original contract period.

**Note: Funding to be from ongoing operational budgets.**

**Exercise of contract renewal option for the purchase of goods and services estimated > \$100,000**

**Periodicals, S2 European Origin \$750,000.00  
Meyer Library (Estimated)**

Recommend renewal of Contract C6623-1 with Otto Harrassowitz, for the purchase of Class S2 Periodicals for the period July 1, 2018 through June 30, 2019. This is the fourth of six available renewal options, and **subject to continued satisfactory performance, the University will continue to exercise the remaining available annual renewable**

**ACTIVITY REPORT  
PAGE THREE**

**options.** Contract prices and mailing services will remain the same as during the original contract period.

**Note: Funding to be from ongoing operational budgets.**

III.D.1.

**RECOMMENDED ACTION** - Approval of Activity Report for the month of June 2018.

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

BE IT RESOLVED by the Board of Governors for Missouri State University that the attached Activity Report for the month of June 2018, as presented by Planning, Design & Construction, be accepted and approved.

**VOTE:**        **AYE** \_\_\_\_\_

**NAY** \_\_\_\_\_

**COMMENTS:**

This report lists activities of Planning, Design & Construction with respect to bids received, notices to proceed, and activity on consultant contracts for projects that are greater than \$100,000.00 and did not exceed a project budget of \$250,000.00.

It is recommended that the attached report be accepted.

**ACTIVITY REPORT  
MISSOURI STATE UNIVERSITY  
PLANNING, DESIGN & CONSTRUCTION**

**June 2018**

This report documents activities managed by Planning, Design & Construction for the month of June 2018. The projects listed here are greater than \$100,000.00 and did not exceed a project budget of \$250,000.00. Those project bids, notices to proceed, and activity on consultant contracts are listed on this activity report.

**June 4, 2018**

**Paint Student Rooms and Replace Corridor Carpet,  
Wells and Scholars House**

**Project Budget  
\$209,225.00**

Bids were received to paint student rooms and replace corridor carpet at Wells House and Scholars House. A notice to proceed was issued to Rio Contracting, LLC in the amount of \$98,516.00.

The bids received on this project are as follows:

<b>Contractor</b>	<b>Rio Contracting, LLC</b>	<b>Sam Melvin Painting Co.</b>	<b>Bales Construction Company, Inc.</b>	<b>Friga Construction Company, Inc.</b>
<b>Base Bid</b>	\$60,875.00	\$83,800.00	\$112,000.00	\$126,700.00
<b>Alternate 1</b>	\$160,728.00	\$207,300.00	\$230,800.00	\$245,600.00
<b>Alternate 2</b>	\$32,250.00	\$46,000.00	\$56,000.00	\$5,440.00
<b>Alternate 3</b>	\$5,500.00	\$11,600.00	\$6,000.00	\$14,000.00
<b>Alternate 4</b>	\$10,650.00	\$29,500.00	\$39,000.00	\$38,000.00
<b>Alternate 5</b>	\$12,316.00	\$15,500.00	\$12,600.00	\$10,800.00
<b>Alternate 6</b>	\$4,475.00	\$3,600.00	\$7,600.00	\$7,700.00
<b>Alternate 7</b>	\$4,700.00	\$7,400.00	\$9,800.00	\$9,500.00
<b>Alternate 8</b>	\$15,500.00	\$12,100.00	\$40,800.00	\$13,000.00
<b>Total (Base Bid + Alt. 3, 4, 5, 6, &amp; 7)</b>	\$98,516.00	\$151,400.00	\$187,000.00	\$206,700.00

The project budget has been established as follows:

<b>Project Budget</b>	
Consulting Fees	\$11,502.00
Construction Contracts	\$98,516.00
Project Administration	\$6,507.00
Construction Contingency	\$92,700.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	<u>\$0.00</u>
<b>Total Project Budget</b>	<b>\$209,225.00</b>

An estimate of \$81,754.88 for the painting of the corridors in Wells House has been incorporated into the construction contingency.

This project is being funded by the Residence Life Refurbishing budget.

**Floor Replacement,  
Kings Street Annex**

**Project Budget  
\$132,450.00**

Bids were received for the replacement of flooring within the second and third floor corridors of Kings Street Annex. A notice to proceed was issued to Bales Construction Company, Inc. in the amount of \$91,550.00.

The bids received on this project are as follows:

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate 1</b>	<b>Alternate 2</b>	<b>Alternate 3</b>	<b>Total (Base Bid + Alt. 2)</b>
<b>Bales Construction Company, Inc.</b>	\$89,800.00	\$15,300.00	\$1,750.00	(\$15,800.00)	\$91,550.00
<b>Kenmar Construction, Inc.</b>	\$94,000.00	\$13,900.00	\$2,000.00	(\$10,000.00)	\$96,000.00

The project budget has been established as follows:

<b>Project Budget</b>	
Consulting Fees	\$8,435.00
Construction Contracts	\$91,550.00
Project Administration	\$5,000.00
Construction Contingency	\$27,465.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	<u>0.00</u>
<b>Total Project Budget</b>	<b>\$132,450.00</b>

This project is being funded by the Maintenance and Repair – Operating budget.

**June 11, 2018**

**Dining Center Infill,  
Holland House**

A contract was signed with Butler Rosenbury & Partners, Inc. for services in conjunction with the dining center and retail infill. The fixed fee for the consultant’s work is \$183,030.00. This project is being paid from the Residence Hall 2020 Infill budget funded by the Residence Life Refurbishing budget.

**June 25, 2018**

**FY19 Job Order Contracting Services – Electrical Repair & Replacement  
All Campuses** **Project Budget  
\$200,000.00**

Proposals were received for the FY19 job order contracting services – electrical repair and replacement on the Missouri State University campuses. The intent of this contract is to accomplish repair and replacement projects that involve electrical systems, with the maximum

expenditure per project not to exceed \$95,000.00. This contract will allow Facilities Management to accomplish electrical repairs and replacements that are beyond the capability of the present staff. The cumulative total of all individual projects awarded under this contract may not exceed \$200,000.00 per fiscal year. Included in the contract is the option to renew the contract for two (2) additional consecutive fiscal years or until June 30, 2021. A notice to proceed was issued to A-1 Electric Service, Inc. Each project awarded under this contract will be funded by its own financial plan that will be established on a per project basis.

**FY19 Job Order Contracting Services – Insulation Repair & Replacement**      **Project Budget**  
**All Campuses**      **\$200,000.00**

Proposals were received for the FY19 job order contracting services – insulation repair and replacement on the Missouri State University campuses. The intent of this contract is to accomplish repair and replacement projects that involve thermal insulation on plumbing and mechanical piping and equipment, with the maximum expenditure per project not to exceed \$95,000.00. This contract will allow Facilities Management to accomplish thermal insulation repairs and replacements that are beyond the capability of the present staff. The cumulative total of all individual projects awarded under this contract may not exceed \$200,000.00 per fiscal year. Included in the contract is the option to renew the contract for two (2) additional consecutive fiscal years or until June 30, 2021. A notice to proceed was issued to WMC, Inc. Each project awarded under this contract will be funded by its own financial plan that will be established on a per project basis.

**FY19 Job Order Contracting Services – Plumbing Repair & Replacement**      **Project Budget**  
**All Campuses**      **\$200,000.00**

Proposals were received for the FY19 job order contracting services – plumbing repair and replacement on the Missouri State University campuses. The intent of this contract is to accomplish repair and replacement projects that involve plumbing systems, with the maximum expenditure per project not to exceed \$95,000.00. This contract will allow Facilities Management to accomplish plumbing repairs and replacements that are beyond the capability of the present staff. The cumulative total of all individual projects awarded under this contract may not exceed \$200,000.00 per fiscal year. Included in the contract is the option to renew the contract for two (2) additional consecutive fiscal years or until June 30, 2021. A notice to proceed was issued to Connelly Plumbing Co. Each project awarded under this contract will be funded by its own financial plan that will be established on a per project basis.

**FY19 On-Call Asbestos Abatement**      **Project Budget**  
**All Campuses**      **\$150,000.00**

Proposals were received for FY19 on-call asbestos abatement. The intent of this contract is to accomplish removal of small quantities of asbestos found on the Missouri State University campuses on an on-call basis. The cumulative total of all individual projects awarded under this contract may not exceed \$150,000.00 per fiscal year. Included in the contract is the option to renew the contract for three (3) additional consecutive fiscal years or until June 30, 2022. Also included in the contract is the option to increase the contract value at the time of each renewal by a maximum of \$15,000.00. A notice to proceed was issued to Gerken Environmental Enterprises, Inc. Each project awarded under this contract will be funded by its own financial plan that will be established on a per project basis.

MISSOURI STATE UNIVERSITY

III.E.1.

BE IT RESOLVED by the Board of Governors for Missouri State University that the actions indicated for academic employees, as itemized below, are hereby approved.

**RANKED FACULTY APPOINTMENT:**

<u>Name</u>	<u>Position-Department</u>	<u>Salary</u>	<u>Effective</u>
Lindsey M. Taggart	Assistant Professor Library (12-month appointment)	\$75,000 annually	07/09/18
Cynthia Aurentz	Assistant Professor Biomedical Sciences (12-month appointment)	\$102,000 annually	08/01/18
Nathan A. Miracle	Assistant Professor Physician Assistant Studies (12-month appointment)	\$80,000 annually	08/01/18
Jamie Atkinson	Assistant Professor Reading, Foundations & Technology	\$55,000 annually	08/13/18
Andrew M. Baker	Assistant Professor Childhood Education & Family Studies	\$55,000 annually	08/13/18
Dana M. Hunt	Assistant Professor School of Nursing	\$70,000 annually	08/13/18
Kewman Lee	Assistant Professor Reading, Foundations & Technology	\$55,000 annually	08/13/18
Christine J. McCafferty-Wright	Assistant Professor Childhood Education & Family Studies	\$55,000 annually	08/13/18
Kanu Priya	Assistant Professor Management & Information Technology	\$115,000 annually	08/13/18
Gary L. Ward	Professor Sports Medicine & Athletic Training (50% FTE)	\$35,363 annually	08/20/18 05/17/19



**UNRANKED FACULTY APPOINTMENTS (Term):**

<u>Name</u>	<u>Position-Department</u>	<u>Salary</u>	<u>Effective</u>
Melanie Carden-Jessen	Instructor	\$40,000	08/13/18
	Geography, Geology & Planning	annually	05/17/19
Amelia M. Chenoweth	Instructor	\$43,000	08/13/18
	Counseling, Leadership & Special Education	annually	05/17/19
Khanssaa El Alami Canning	Visiting Instructor	\$35,000	08/13/18
	Modern & Classical Languages	annually	05/17/19
Azaria R. Hogans	Artist-In-Residence	\$40,000	08/13/18
	Theatre & Dance	annually	05/17/19
Emlyn P. Johnson	Instructor	\$40,000	08/13/18
	Music	annually	05/17/19
Jessica Long	Instructor	\$42,000	08/13/18
	Management & Information Technology	annually	05/17/19
Dana C. Paliliunas	Visiting Assistant Professor	\$53,000	08/13/18
	Psychology	annually	05/17/19
Shari L. Scott	Instructor	\$42,840	08/13/18
	Counseling, Leadership & Special Education	annually	05/17/19

(See Addendum A for Per Course Faculty Appointments)

(See Addendum B for Summer Appointments)

(See Addendum C for Supplemental Payments)

(See Addendum D for Graduate Teaching Assistant Appointments)

**RESIGNATIONS:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Allison B. Anbari	Assistant Professor School of Nursing	05/18/18

Academic Personnel Board Actions, cont'd.

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Julie M. Baldwin	Assistant Professor Criminology & Criminal Justice	05/18/18
Barry Cobb	Associate Professor Marketing	05/18/18
Seth Cockrell	Assistant Professor Marketing	05/18/18
Tricia A. Haynes	Visiting Instructor Biomedical Sciences	05/18/18
Charles Hoogland	Instructor Psychology	05/18/18
Thomas S. Altena	Associate Professor Kinesiology	10/01/18
John Eassey	Assistant Professor Criminology & Criminal Justice	12/14/18

**RETIREMENTS:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Robert Jones	Professor Psychology	05/18/18
Stevan Olson	Professor School of Accountancy	05/18/18

**NON-REAPPOINTMENTS:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Iftikhar Haider	Visiting Instructor English	05/18/18
Chelsea Eichholz	Instructor Media, Journalism & Film	05/18/18

**SABBATICALS:**

The faculty members listed below are recommended for sabbatical leave. Faculty members receive full pay for leave of one semester or half to three-fourths pay for leave of full academic year.

Hui Liu                                      Professor  
     Computer Science  
     Sabbatical originally presented for Fall 2018 has been delayed until Spring 2019.

**CHANGE OF STATUS:**

<u>Name</u>	<u>Position-Department</u>	<u>Action</u>	<u>Effective</u>
D. Wayne Mitchell	From: Associate Professor Psychology \$66,540 annually To: Associate Dean College of Health & Human Services Associate Professor Psychology \$66,540 annually (\$1,000 monthly supplemental)	Status Change	06/01/18
R. Isabelle Bauman	Interim Department Head Associate Professor Communication	Continuation of Appointment	07/01/18 06/30/19
Todd E. Daniel	Instructor College of Health & Human Services	Continuation of Appointment	07/01/18 10/01/18
Roberto Canales	From: Professor Physician Assistant Studies \$105,280 annually (12-month appointment) To: Interim Associate Dean College of Health & Human Services Professor Physician Assistant Studies \$105,280 annually (\$750 monthly supplemental) (12-month appointment)	Status Change	07/02/18 06/30/19

Timothy Knapp	From: Professor Sociology & Anthropology To: Faculty Emeritus Sociology & Anthropology	Status Change	08/01/18
Stevan Olson	From: Professor School of Accountancy To: Faculty Emeritus School of Accountancy	Status Change	08/01/18
Sarah Wilcoxon	Assistant Professor Theatre & Dance From: \$51,500 annually To: \$54,900 annually	Salary Adjustment	08/13/18

**REAPPOINTMENTS:**

Non-tenured, unranked faculty, effective August 13, 2018 through May 17, 2019, unless otherwise noted

COLLEGE OF AGRICULTURE

Department of Agriculture

Jennifer S. Morganthaler

Clinical Instructor

COLLEGE OF ARTS & LETTERS

Department of English

Angela Bell

Visiting Assistant Professor

COLLEGE OF BUSINESS

Department of Management & Information Technology

Michael Merrigan

Clinical Assistant Professor

COLLEGE OF EDUCATION

Department of Agency for Teaching, Leading & Learning

Russell E. Brock

Clinical Assistant Professor

Department of Counseling, Leadership & Special Education

Gina Wood

James C. Matthews

Clinical Assistant Professor

Instructor

COLLEGE OF HUMANITIES & PUBLIC AFFAIRS

Department of Defense & Strategic Studies

Keith B. Payne

Department Head & Professor  
(07/01/2018 – 06/30/2019)

Andrei Y. Shoumikhin

Instructor  
(07/01/2018 – 06/30/2019)

LIBRARY ADMINISTRATION

Library Services

William B. Edgar

Clinical Associate Professor

COLLEGE OF NATURAL & APPLIED SCIENCES

Department of Biology

Laura M. Bowe

Senior Instructor

Department of Chemistry

Brian High

Helena Metzker

Senior Instructor

Instructor

Vote: \_\_\_\_\_ Yea  
          \_\_\_\_\_ Nay

**COMMENTS:**

**Jamie C. Atkinson, Assistant Professor, Reading, Foundations & Technology**

Ph.D. University of Georgia, 2018  
M.Ed. University of Georgia, 2008  
B.B.A. Georgia Southern University, 1999

Experience: 2017 – 2018, University Teaching, University of Georgia, Athens, Georgia; 2011 – 2015, K-12 Teaching, Morgan County Public Schools, Madison, Georgia; 2008 – 2011, K-12 Teaching, Wilkes County Public Schools, Washington, Georgia; 2007 – 2008, K-12 Teaching, Elbert County Public Schools, Elberton, Georgia; 2005 – 2007, K-12 Teaching, Warren County Public Schools, Warrenton, Georgia.

**Cindi M. Aurentz, Assistant Professor, Biomedical Sciences**

D.N.P. University of Missouri, 2018  
M.S.N. Southwest Baptist University, 2013  
B.S.N. Southwest Baptist University, 2011

Experience: 2015 – Present, Associate Professor, Cox College, Springfield, Missouri; 2000 – Present, Vascular Access RN, CoxHealth, Springfield, Missouri; 2014 – 2015, Clinical Instructor, Southwest Baptist University, Springfield, Missouri.

**Andrew M. Baker, Assistant Professor, Childhood Education & Family Studies**

Ph.D. Texas State University, Expected 2018  
M.Ed.A. Texas State University, 2007  
B.A.Ed. Concordia University, 2000

Experience: 2015 – Present, Doctoral Research Assistant, Texas State University, San Marcos, Texas; 2017, Editorial Assistant, International Journal of Leadership in Education, North Carolina; 2011 – 2015, Assistant Principal, Round Rock Independent School District, Round Rock, Texas; 2009 – 2011, Academic Dean, Round Rock Independent School District, Round Rock, Texas; 2007 – 2009, Assistant Principal, Austin Independent School District, Austin Texas; 2010 – 2012, Technical Director, Concordia University, Austin Texas; 2006 – 2007, Teacher, Round Rock Independent School District, Austin, Texas; 2003 – 2006, Teacher, Austin Independent School District, Austin, Texas; 2002, Teacher, South Saint Paul Public School District, South Saint Paul, Minnesota; 2000 – 2001, Teacher, Designs for Learning Charter Schools, Saint Paul, Minnesota.

**Dana M. Hunt, Assistant Professor, School of Nursing**

D.N.P. Case Western Reserve University, 2014

M.P.H. St. Louis University, 2004

B.S.N. Jewish Hospital College of Nursing & Allied Health, 1999

A.S.N. Jewish Hospital College of Nursing & Allied Health, 1998

Experience: 2017 – Present, Visiting Professor, Chamberlain University, St. Louis, Missouri; 2017 – Present, Visiting Professor, Missouri State University, Springfield, Missouri; 2015 – Present, Associate Professor, Southwest Baptist University – Mercy College of Nursing & Health Sciences, Springfield, Missouri; 2007 – 2015, Assistant Professor, Southwest Baptist University – Mercy College of Nursing & Health Sciences, Springfield, Missouri; 2006, Adjunct Instructor, Southwest Baptist University, Springfield, Missouri; 2005 – 2006, Instructor, St. John's College of Nursing of Southwest Baptist University, Springfield, Missouri; 2005 – 2004, Diabetes Nurse Educator, St. John's Health System, Springfield, Missouri; 2004 – 2002, Project Coordinator, St. Louis University; 2001 – 2002, Graduate Research Assistant, St. Louis University, St. Louis, Missouri; 1999 – 2002, Staff Nurse, Barnes-Jewish Hospital, St. Louis, Missouri.

**Kewman M. Lee, Assistant Professor, Reading, Foundations & Technology**

Ph.D. Arizona State University, Expected 2018

M.Ed. Korea University, 2012

B.A. Korea University, 2009

Experience: 2013 – Present, Research Assistant, Arizona State University, Tempe, Arizona; 2017, Guest Lecturer, Korea University, Seoul, Korea; 2016, Guest Lecturer, Arizona State University, Tempe, Arizona; 2015, Guest Lecturer, Arizona State University, Tempe, Arizona; 2015 – 2016, Teacher, St. Columbia Kim Roman Catholic Mission School, Chandler, Arizona; 2013 – 2016, Teaching Assistant, Arizona State University, Tempe, Arizona; 2012 – 2013, Teacher, Hyundai Senior High School, Seoul, Korea; 2012, Guest Lecturer, Korea University, Seoul, Korea; 2009 – 2013, Instructor, Korea University, Seoul Korea; 2009 – 2010, Instructor, Singu Middle School, Seoul, Korea; 2009, Instructor, Jamsin Middle School, Seoul, Korea; 2009, Imae Middle School, Gyeonggi-do, Korea; 2009, Teacher, Bulgok Middle School, Gyeonggi-do, Korea.

**Jennice McCafferty-Wright, Assistant Professor, Childhood Education & Family Studies**

Ph.D. University of Missouri, Expected 2018

B.A. University of Colorado, 2003

Experience: 2018, Co-Instructor, University of Missouri, Columbia, Missouri; 2013 – 2016, Instructor, University of Missouri, Columbia, Missouri; 2014, Teaching Assistant, Academy Center for Early Childhood Development, Columbia, Missouri; 2014, Rural Service Project, University of Missouri, Columbia, Missouri; 2005 – 2013, PK-12 Teacher, North Callaway R-1, Kingdom City, Missouri; 2009 – 2012, Education Department Volunteer, University of Missouri Museum of Art & Archaeology, Columbia, Missouri; 2004 – 2005, PK-12 Teacher, Doherty High School, Colorado Springs, Colorado; 2002 – 2004, Education Department Volunteer, Western Museum of Mining & Industry, Colorado Springs, Colorado.

**Nathan Miracle, Assistant Professor, Physician Assistant Studies**

M.S. Missouri State University, 2012

B.S. Missouri State University, 2009

Experience: 2015 – Present, Physician Assistant, Salem Memorial District Hospital, Salem, Missouri; 2013 – 2015, Physician Assistant, Golden Valley Memorial Healthcare, Clinton, Missouri; 2009 – 2011, Radiologic Technologist, Mercy, Springfield, Missouri.

**Kanu Priya, Assistant Professor, Management Information & Technology**

Ph.D. University of Georgia, 2010

M.S. Florida State University, 2006

M.A. Panjab University, 2001

B.A. Government College for Girls-11, 1999

Experience: 2012 – 2016, Assistant Professor, Western Illinois University, Macomb, Illinois; 2010 – 2012, Assistant Professor, Arkansas State University, Jonesboro, Arkansas; Instructor of Record, University of Georgia, Athens, Georgia; 2007 – 2008, Instructor of Record, University of Georgia, Athens, Georgia; 2007 - 2008, Mentor, University of Georgia, Athens, Georgia; 2007 – 2008, Tutor, University of Georgia, Athens, Georgia; 2004 – 2005, Tutor, Florida State University, Tallahassee, Florida; 2002 – 2003, Guest Faculty, Kailash Institute of Health & Medical Sciences, Chandigarh, India.



**Lindsey Taggart, Assistant Professor, Library Administration**

M.A. University of Missouri, 2013

B.A. Grinnell College, 2008

Experience: 2013 – Present, Library Assistant, Forest Institute of Professional Psychology, Springfield, Missouri; 2012 – 2013, Communications Associate, Redeemer Center for Life, Minneapolis, Minnesota; 2010 – 2012, Circulation Assistant, Christian County Library, Ozark, Missouri; 2009 – 2010, Temporary Circulation Department Assistant, Springfield-Greene County Library District, Springfield, Missouri, 2006 – 2008, Student Desk Assistant, Burling Library, Grinnell College, Grinnell, Iowa.

**ADDENDUM A**

**The following have been appointed as Per Course Faculty for the fall semester: August 20, 2018 through December 14, 2018.**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Appelquist, John	Criminology	\$6,000.00
Athmer, Keith	Management & Information Tech	\$6,000.00
Austin, Jerome	Agriculture	\$1,000.00
Baker, Shane	Childhood Ed & Family Studies	\$3,260.00
Baltes, Jennifer	Psychology	\$4,075.00
Batchman, Marluce	Foreign Language Institute	\$4,896.00
Bateman, James	Management & Information Tech	\$3,000.00
Bedinghaus, Elizabeth	Childhood Ed & Family Studies	\$2,445.00
Bennett, Susan	Theatre & Dance	\$7,845.00
Bihlmeyer, James	Media Journalism & Film	\$2,754.00
Black, Angela	Theatre & Dance	\$2,860.00
Bodenstein, Amanda	History	\$3,264.00
Boon, Austin	Psychology	\$2,445.00
Borich, Michael	Media Journalism & Film	\$8,262.00
Botsford, Diana	Media Journalism & Film	\$2,754.00
Bozarth, Mary	Criminology	\$3,000.00
Bradley, Chelsea	Reading Foundations & Tech	\$4,890.00
Brocaille, Nicole	Psychology	\$2,445.00
Bruce, Richard	Tech & Construction Mgmt	\$6,600.00
Brunner, Judy	Reading Foundations & Tech	\$2,445.00
Buckle-Lamy, Susan	Childhood Ed & Family Studies	\$3,260.00
Bunton, Molly	Ctr for Acad Success & Transition	\$4,800.00
Carver, Jeanie	Criminology	\$3,000.00
Chase, Keisy	Management & Information Tech	\$6,000.00
Christell, Todd	Management & Information Tech	\$3,000.00
Christiansen, Ashley	Psychology	\$5,490.00
Cockrum, Leslie	Comm Sciences & Disorders	\$2,445.00
Coker, Calvin	Communication	\$5,508.00
Coker, Whitney	Communication	\$4,290.00
Collins, Daisy	Reading Foundations & Tech	\$5,490.00
Condict, Glenda	Reading Foundations & Tech	\$2,445.00
Costello, Levi	Communication	\$2,145.00
Daehn, James	Computer Science	\$4,075.00
Dalbom, Clinton	Agriculture	\$3,000.00
Dalton, Rebecca	Psychology	\$2,445.00

Academic Personnel Board Actions, cont'd.

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D'Angelo, Sandra	Psychology	\$2,745.00
Davis-Sneed, Dollie	Childhood Ed & Family Studies	\$3,260.00
Deringer, Thomas	Communication	\$2,754.00
Derrick, Laura	Tech & Construction Mgmt	\$3,000.00
Dibble, Laurel	Media Journalism & Film	\$5,508.00
Dixon, Stephanie	Psychology	\$4,890.00
Edington, Leann	Childhood Ed & Family Studies	\$2,445.00
Elliott, W. Anson	Agriculture	\$6,307.80
Elliston, Hiromi	Foreign Language Institute	\$4,896.00
Embree, David	Religious Studies	\$4,896.00
Ford, Heather	Social Work	\$2,445.00
Ford, Tiffany	Management & Information Tech	\$6,000.00
Foster, Jeffrey	Psychology	\$2,745.00
Frietze, Joseph	Graduate College	\$2,445.00
	Psychology	\$2,445.00
Funk, Scott	Management & Information Tech	\$6,000.00
Gentile, Federica Wanda	College of Hum & Pub Affairs	\$2,499.00
	Foreign Language Institute	\$2,448.00
George, Larry	Honors College	\$3,200.00
Gollhofer, Kami	Communication	\$2,145.00
Goodale, Deborah	Finance & General Business	\$3,300.00
	Marketing	\$3,300.00
Greenwood, Molly	Communication	\$5,508.00
Groves, Jeffrey	Graduate College	\$4,500.00
Hains, Kathleen	Theatre & Dance	\$4,896.00
Hamilton, Cheri	Agriculture	\$4,000.00
Hankins, Mary	Communication	\$4,290.00
Happel, Rachel	Psychology	\$2,445.00
Hawkins, Luciane	Childhood Ed & Family Studies	\$1,630.00
Hawkins, Viktoriya	Merch & Fashion Design	\$3,500.00
Haynes, Heather	History	\$4,896.00
Hebenstreit, Abigail	Management & Information Tech	\$3,000.00
Hieber, Daniel	Philosophy	\$2,700.00
Hittenberger-Ortiz, Rhonda	Childhood Ed & Family Studies	\$2,445.00
Hogan, Joy	Kinesiology	\$1,596.00
Holcomb, Kazumi	Foreign Language Institute	\$2,448.00
Howard, Amber	Reading Foundations & Tech	\$4,890.00
Huertas-Torres, Mariandine	Childhood Ed & Family Studies	\$1,630.00
Huffman, Steven	Management & Information Tech	\$6,000.00
Ibbetson, Sara	Psychology	\$2,445.00
Inman, Kristopher	Communication	\$4,290.00

Academic Personnel Board Actions, cont'd.

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Inmon, Joshua	Theatre & Dance	\$2,145.00
Jo, Yoojin	Foreign Language Institute	\$4,896.00
Johnson, Laura	Childhood Ed & Family Studies	\$2,445.00
Jones, Nathaniel	Communication	\$2,145.00
Jordan, Billy	Communication	\$2,448.00
Kelly, Mitzi	Childhood Ed & Family Studies	\$2,445.00
Kennell, Everett	Media Journalism & Film	\$2,754.00
Khojasteh, Morgan	Communication	\$4,290.00
Knight, Jack	Philosophy	\$6,308.00
Lahmuddin, FNU	Foreign Language Institute	\$2,754.00
Langston, Lisa	Social Work	\$4,890.00
Leggitt, Stephen	Media Journalism & Film	\$2,754.00
Lineberry, Susan	Reading Foundations & Tech	\$2,445.00
Lippelman, Vanessa	Psychology	\$2,445.00
Liu, Fan	Foreign Language Institute	\$4,896.00
Livingston, Brian	Childhood Ed & Family Studies	\$2,445.00
Lord, Patrick	Psychology	\$5,490.00
Loudis, Anthony	Media Journalism & Film	\$2,754.00
Maloney, John	Psychology	\$4,008.00
Mann, Natalya	Foreign Language Institute	\$5,508.00
Martin, Erin	Psychology	\$5,490.00
Martin, Richard	Computer Science	\$8,562.00
McClure, Scott	Management & Information Tech	\$3,000.00
McDonald, Scott	Finance & General Business	\$3,300.00
McDowell, Debra	Merch & Fashion Design	\$5,654.00
McGull, Abram	Criminology	\$3,000.00
Meyers, Sandra	Finance & General Business	\$3,300.00
Miller, Arden	Psychology	\$11,586.00
Miller, Blake	Communication	\$2,145.00
Miller, Worth	Honors College	\$3,200.00
Mitchell, Jennifer	History	\$4,896.00
Mitchell, Shauna	Criminology	\$3,000.00
Moore, Dale	Media Journalism & Film	\$5,508.00
Murphy, Lindsey	Childhood Ed & Family Studies	\$2,445.00
Newman, Kenneth	Management & Information Tech	\$3,000.00
O'Neal, Stephanie	History	\$2,448.00
Orhan, Can	Tech & Construction Mgmt	\$3,000.00
Osredker, Michael	Finance & General Business	\$3,300.00
	Management & Information Tech	\$3,000.00
Owen, Carla	Childhood Ed & Family Studies	\$1,630.00

## Academic Personnel Board Actions, cont'd.

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Padgett, Lori	Agriculture	\$3,200.00
	Ctr for Acad Success & Transition	\$2,400.00
Parker, Lane	Tech & Construction Mgmt	\$6,600.00
Patterson, Jane	Finance & General Business	\$8,000.00
Pennington, David	Communication	\$2,601.00
Pettijohn, James	Finance & General Business	\$11,572.00
Phillips, Melanie	Communication	\$4,290.00
Pitt, Lisa	Childhood Ed & Family Studies	\$3,260.00
Pratt, Francine	College of Hum & Pub Affairs	\$2,499.00
Qualls, Lisa	Music	\$4,896.00
Reynolds, Todd	Art & Design	\$4,896.00
Rice, Judith	History	\$5,508.00
Rice, Phillip	History	\$5,508.00
Roberts, Minnie	Psychology	\$815.00
Rogers, Valorie	Management & Information Tech	\$3,000.00
Ruggiero, Giulianella	Foreign Language Institute	\$4,896.00
Rumbaugh, Emily	Psychology	\$2,745.00
Rushefsky, Mark	Political Science	\$5,793.00
Russell, Timothy	Agriculture	\$2,000.00
Russell-Ice, Whitney	Theatre & Dance	\$4,290.00
Salchow, Jason	Agriculture	\$1,200.00
Salloum, Georget	Foreign Language Institute	\$4,896.00
Sawyer, Rebecca	Reading Foundations & Tech	\$815.00
Schmitt, Vicki	Reading Foundations & Tech	\$7,200.00
Schneider, Steven	Agriculture	\$2,000.00
Segovia Liga, Argelia	History	\$2,754.00
	Honors College	\$2,400.00
Sheets-McKeag, Sarah	Art & Design	\$4,896.00
Shirley, Darin	Comm Sciences & Disorders	\$2,445.00
Slinkard, Christopher	Accounting	\$8,000.00
Slone, Allison	Comm Sciences & Disorders	\$4,890.00
Sly, James	Psychology	\$4,890.00
Smillie, Donald	Graduate College	\$5,000.00
Snider, Philip	Religious Studies	\$5,508.00
Staats, Nicholas	Tech & Construction Mgmt	\$3,000.00
Starnes, David	Theatre & Dance	\$2,145.00
Starnes, Kara	Communication	\$2,145.00
Stockburger, David	Psychology	\$4,789.00
Stout, Kristen	Communication	\$4,290.00
Stulce, Brad	Kinesiology	\$2,331.00
Sutton, Kim	Childhood Ed & Family Studies	\$2,445.00

Academic Personnel Board Actions, cont'd.

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Tackitt, Angela	Childhood Ed & Family Studies	\$2,445.00
Taylor, Amanda	Music	\$1,530.00
Taylor, Kerra	Art & Design	\$4,896.00
Temple, Renee	Kinesiology	\$1,862.00
Terry, Donna	Childhood Ed & Family Studies	\$1,630.00
Tsahiridis, Peter	History	\$2,448.00
Tucker, Timothy	Childhood Ed & Family Studies	\$2,445.00
VanArsdale, Ernest	Management & Information Tech	\$6,000.00
Varava, Kira	Communication	\$5,508.00
Walker, Kimberley	Childhood Ed & Family Studies	\$2,445.00
Wallenburg, Roger	Finance & General Business	\$3,300.00
Wan, Stephanie	Psychology	\$2,445.00
Waters, Teresa	Childhood Ed & Family Studies	\$2,445.00
Wegenka, Sheila	Communication	\$6,435.00
Westphal, Leonard	Communication	\$4,290.00
Wiles, Mike	Agriculture	\$2,700.00
Williams, Kirby	Psychology	\$2,445.00
Williams, Paul	Criminology	\$3,000.00
Willis, David	Psychology	\$4,890.00
Woods, David	Biology	\$3,060.00
Young, Christian	Media Journalism & Film	\$2,448.00
Yu, Hae Min	Childhood Ed & Family Studies	\$2,745.00

**ADDENDUM B**

**The following have been appointed as Summer Faculty for the Summer semester: June 11, 2018 through August 3, 2018**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Adamson, Reesha	Counseling, Lead & Spc Ed	\$10,015.00
Amberg, Richard	Media Journalism & Film	\$4,550.00
Amidon, Ethan	Criminology	\$720.00
Ampleman, James	Marketing	\$3,200.00
Anderson, Wayne	Finance & General Business	\$413.00
Artman, Amy	Religious Studies	\$2,280.00
Atwell, Jan	School of Nursing	\$1,392.00
Austin, Rebekah	Management & Information Tech	\$3,640.00
Bajalan, Djene	History	\$1,800.00
Baker, Rebecca	Physics Astronomy & Mat Sci	\$4,761.00
Bakker, Klaas	Comm Sciences & Disorders	\$2,019.00
Barber, Sarah	Comm Sciences & Disorders	\$5,042.00
Barnett, Helen	Sociology & Anthropology	\$1,920.00
Barnhart, Miles	Biology	\$13,199.00
Barrier, Tonya	College of Business	\$12,328.00
Bassett, Damon	Geography Geology & Planning	\$1,080.00
Basu Roy, Subhasree	Economics	\$520.00
Baumlin, James	English	\$720.00
Beatty, Nick	Political Science	\$1,840.00
Benedict-Chambers, Amanda	Childhood Ed & Family Studies	\$960.00
Bennett, Susan	Theatre & Dance	\$1,320.00
Blades, Heather	Study Away	\$3,600.00
Blansit, Amy	Kinesiology	\$208.00
Botsford, Diana	Media Journalism & Film	\$360.00
Bourhis, John	Communication	\$600.00
Boyd, Carmen	Biomedical Sciences	\$3,249.00
Boyer, William	Agriculture	\$53.00
Boyle, Michael	Philosophy	\$1,920.00
Brahnam, S. Berlin	Management & Information Tech	\$1,680.00
Brown, Michele	Social Work	\$3,000.00
Brown, Robert	Mathematics	\$2,160.00
Buchanan, Erin	Psychology	\$11,046.00
Buening, Caitlin	Physical Therapy	\$915.00
Burge, Sara	English	\$1,680.00
Burns, Michael	Biomedical Sciences	\$3,200.00

Academic Personnel Board Actions, cont'd.

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Burton, Michael	Agriculture	\$1,560.00
Busdieke-Jesse, Nichole	Agriculture	\$4,179.00
Bush, Rachel	Theatre & Dance	\$1,040.00
Buyurgan, Nebil	Tech & Construction Mgmt	\$5,835.00
Byrket, Jacqueline	Psychology	\$1,120.00
Cafagna, Marcus	English	\$960.00
Cagle, Leah	Occupational Therapy	\$3,000.00
Camp, Deanne	Reading Foundations & Tech	\$2,320.00
Capeci, Dominic	History	\$6,266.00
Carr, William	Sports Med & Athletic Train	\$3,465.00
Carter, Shelley	School of Nursing	\$240.00
Cemore-Brigden, Joanna	Childhood Ed & Family Studies	\$1,480.00
Chackal, Anthony	Philosophy	\$1,560.00
Chang, Ching-wen	Reading Foundations & Tech	\$1,773.00
Chaston, Joel	English	\$880.00
Chenoweth, Amelia	Counseling, Lead & Spc Ed	\$2,445.00
Chesman, Jeremy	Music	\$1,480.00
Choate, Lenetta	Psychology	\$1,240.00
Christell, Todd	Management & Information Tech	\$880.00
Chuchiak, John	History	\$1,480.00
Cobos, Liza	Dept of Hospitality Leadership	\$200.00
Cockrum, Leslie	Comm Sciences & Disorders	\$2,445.00
Coltharp, Joel	English	\$760.00
Cornelius-White, Jeffrey	Counseling, Lead & Spc Ed	\$8,568.00
Crafts, Daniel	Dept of Hospitality Leadership	\$9,760.00
Curry, Natalie	Social Work	\$3,060.00
Czyniejewski, Michael	English	\$4,966.00
Dalton, Tracy	English	\$840.00
Davis, Shelby	Comm Sciences & Disorders	\$1,413.00
Deckard, Kellie	Occupational Therapy	\$3,000.00
DePaepe, Paris	Counseling, Lead & Spc Ed	\$7,266.00
Dibble, Laura	Media Journalism & Film	\$720.00
Dicke, Thomas	History	\$2,400.00
Dixon, Stephanie	Psychology	\$1,200.00
Downing, John	Kinesiology	\$3,393.00
Dubash-Buskirk, Elizabeth	Communication	\$1,720.00
Duprey, Laura	Art & Design	\$1,520.00
Dyer, Samuel	Communication	\$400.00
Ehlers, Abigail	Study Away	\$3,512.00
	Dept of Hospitality Leadership	\$9,880.00
Eldred, Jannette	Social Work	\$1,581.00



Academic Personnel Board Actions, cont'd.

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Ellickson, Mark	Political Science	\$4,960.00
English, Catherine	English	\$4,131.00
Estrella, Ana	Study Away	\$2,765.00
Evans, Ashley	Physical Therapy	\$1,500.00
Finch, Kim	Counseling, Lead & Spc Ed	\$9,417.00
Fiset, Elizabeth	English	\$880.00
Foster, Michael	Theatre & Dance	\$880.00
Franklin, Thomas	Comm Sciences & Disorders	\$1,826.00
Frederick, Dana	Finance & General Business	\$1,680.00
	Management & Information Tech	\$3,120.00
Frederick-Hudson, Katherine	Biology	\$2,000.00
Galloway, Terrel	Economics	\$1,520.00
Gebken, Richard	Tech & Construction Mgmt	\$1,000.00
Gillam, Kenneth	English	\$5,469.00
Goddard, Stacy	Kinesiology	\$3,894.00
Goeringer, Michael	Counseling, Lead & Spc Ed	\$4,305.00
Gram, John	History	\$2,000.00
Haggard, Dana	Management & Information Tech	\$1,160.00
Haggard, Kelly	Finance & General Business	\$1,520.00
Hallgren, Deanna	Childhood Ed & Family Studies	\$373.00
Hammond, Michael	Accounting	\$2,760.00
Harrison, Glenda	Sociology & Anthropology	\$1,960.00
Hass, Aida	Criminology	\$1,120.00
Hatz, Kirsten	Kinesiology	\$1,467.00
Hellman, Andrea	English	\$12,229.00
Hellman, Daniel	Music	\$240.00
Hermans, Charles	Marketing	\$3,880.00
	Study Away	\$8,526.00
Herr, Christopher	Theatre & Dance	\$800.00
Herring, Sean	English	\$880.00
Hiller, Jokima	Dept of Hospitality Leadership	\$480.00
Hinch, Steven	Reading Foundations & Tech	\$5,023.00
Hines, Christopher	Accounting	\$1,520.00
Hobbs, Lora	Religious Studies	\$2,080.00
Hoelscher, Seth	Finance & General Business	\$1,480.00
Hope, Kathryn	School of Nursing	\$7,877.00
Hopper, Tina	Biology	\$3,000.00
Howerton, Julie	English	\$2,448.00
Hubbard, Kevin	Tech & Construction Mgmt	\$4,060.00
Hulgus, Joseph	Counseling, Lead & Spc Ed	\$5,108.00
Hunt, Dana	School of Nursing	\$2,080.00

## Academic Personnel Board Actions, cont'd.

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Hurst, Beth	Reading Foundations & Tech	\$2,520.00
Iman, Gary	Communication	\$2,120.00
Jamos, Abdullah	Comm Sciences & Disorders	\$5,797.00
Jean-Charles, Alex	Reading Foundations & Tech	\$760.00
Jean-Charles, Loretta	Counseling, Lead & Spc Ed	\$2,445.00
Jester, Jennifer	Music	\$1,560.00
John, Judith	English	\$880.00
Johnson, David	Political Science	\$2,520.00
Johnson, Richard	Management & Information Tech	\$1,200.00
Jones, Jeffrey	Finance & General Business	\$760.00
Jones, Martin	Tech & Construction Mgmt	\$600.00
Kaf, Wafaa	Comm Sciences & Disorders	\$2,164.00
Karr, Jeffrey	Modern & Classical Languages	\$1,400.00
Kaula, Rajeev	Management & Information Tech	\$2,640.00
Keller, Carl	Accounting	\$1,080.00
Keltner, Michael	Kinesiology	\$2,077.00
Kim, Junyoung	Kinesiology	\$3,267.00
King, Elizabeth	Childhood Ed & Family Studies	\$3,000.00
Kiras, James	Defense & Strategic Studies	\$6,798.00
Kitchin, Jonathan	English	\$720.00
Kleinsasser, Steven	Counseling, Lead & Spc Ed	\$4,375.00
Knowles, Amy	English	\$2,550.00
Koroglu, Didem	Communication	\$360.00
Kwon, Sockju	Biomedical Sciences	\$3,150.00
Kyle, Jerri Lynn	Communication	\$1,440.00
LaBarr, Cameron	Study Away	\$3,972.00
Lakin, Brenda	Counseling, Lead & Spc Ed	\$2,736.00
Lane, Thomas	Counseling, Lead & Spc Ed	\$2,745.00
Leamy, Diane	Criminology	\$840.00
Leasure, Stanley	Finance & General Business	\$3,840.00
Lewis, Kayla	Reading Foundations & Tech	\$9,855.00
Liggett, Allan	Sports Med & Athletic Train	\$3,220.00
Lombilla, Luis	Modern & Classical Languages	\$320.00
Lupfer, Christopher	Biology	\$480.00
Lutz, David	Psychology	\$6,590.00
Maas, Richard	Physical Therapy	\$2,745.00
Maddox, Jane	English	\$3,328.00
Maddox, Robert	Counseling, Lead & Spc Ed	\$8,415.00
Mantie-Kozlowski, Alana	Comm Sciences & Disorders	\$6,249.00
Martinez, Blanca	Modern & Classical Languages	\$4,528.00
Massey, Dallas	Biomedical Sciences	\$2,700.00

## Academic Personnel Board Actions, cont'd.

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Masterson, Gerald	Kinesiology	\$680.00
Mays, Larry	Kinesiology	\$2,077.00
McClain, William	Agriculture	\$4,820.00
McClure, Scott	Management & Information Tech	\$1,160.00
McElmurry, Robert	English	\$3,168.00
McLean, Annice	Reading Foundations & Tech	\$1,467.00
McRae, Jennifer	Sports Med & Athletic Train	\$2,400.00
Metcalf, Holly	Comm Sciences & Disorders	\$680.00
Michelfelder, Breanna	Geography Geology & Planning	\$3,275.00
Miller, F. Thorton	History	\$1,640.00
Mitchell, D. Wayne	Psychology	\$4,991.00
Mitchell, David	Economics	\$2,720.00
Mitra, Mahua	Economics	\$1,400.00
Moore, Maia	Counseling, Lead & Spc Ed	\$9,210.00
Morgan, Michelle	History	\$560.00
Morris, Taleyna	Communication	\$840.00
Moser, Linda	English	\$680.00
Muchnick, Amy	Study Away	\$5,223.00
Murphy, Lindsey	Childhood Ed & Family Studies	\$880.00
Nandi, Sourav	Study Away	\$2,850.00
Nelson, Walt	College of Business	\$11,945.00
	Finance & General Business	\$3,120.00
Newman, Jonathan	English	\$4,500.00
Niekamp, Melissa	School of Nursing	\$3,600.00
Novik, Melinda	Kinesiology	\$7,971.00
Oden, Debra	Accounting	\$1,600.00
Olson, Stevan	Accounting	\$3,702.00
Ongaga, Kennedy	Counseling, Lead & Spc Ed	\$3,000.00
Onyango, Benjamin	Agriculture	\$7,439.00
Pearman, Cathy	Reading Foundations & Tech	\$1,920.00
Pham, Courtney	Study Away	\$1,971.00
Philpot, James	Finance & General Business	\$960.00
Pierson, Matthew	Cooperative Engineering	\$8,601.00
Porter, April	Physical Therapy	\$1,500.00
Post, Rana	Childhood Ed & Family Studies	\$3,245.00
Price, Debra	Childhood Ed & Family Studies	\$4,353.00
Proctor, Lisa	Comm Sciences & Disorders	\$1,880.00
Prosono, Marvin	Sociology & Anthropology	\$760.00
Quinn, Nathaniel	Counseling, Lead & Spc Ed	\$7,114.00
Rector, Paula	Criminology	\$2,040.00
Rieger, Sharon	English	\$880.00

Academic Personnel Board Actions, cont'd.

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Rimal, Arbindra	Agriculture	\$10,659.00
Roam, Kim	Childhood Ed & Family Studies	\$1,360.00
Rojas-McWhinney, Jennifer	Childhood Ed & Family Studies	\$880.00
Rost, Ann	Psychology	\$7,009.00
Rowe, Roberta	Communication	\$960.00
Runke, Gayle	Kinesiology	\$3,017.00
Ryder, Christina	Sociology & Anthropology	\$1,760.00
Sakidja, Ridwan	Physics Astronomy & Mat Sci	\$4,000.00
Salinas, Patti	Criminology	\$1,453.00
Satterfield, Michelle	Childhood Ed & Family Studies	\$1,440.00
Saxon, Caryn	Criminology	\$2,160.00
Scales, Megan	Sociology & Anthropology	\$1,400.00
Schmelzle, George	Accounting	\$2,080.00
Scott, Patrick	Political Science	\$1,840.00
Scott, Shari	Counseling, Lead & Spc Ed	\$7,182.00
Scroggins, Wesley	Management & Information Tech	\$1,240.00
Seawright, Leslie	English	\$840.00
Sells, Patrick	Management & Information Tech	\$1,600.00
Shand-Hawkins, Carolyn	Mathematics	\$1,480.00
Shepard, Jason	Sociology & Anthropology	\$2,000.00
Shirley, Corinne	Modern & Classical Languages	\$773.00
Simmers, Christina	Marketing	\$2,440.00
Simmons, Daniel	Communication	\$2,760.00
Sims-Giddens, Susan	School of Nursing	\$7,178.00
Skibiski, Barbara	Biomedical Sciences	\$7,313.00
Slinkard, Christopher	Accounting	\$6,520.00
Slone, Allison	Comm Sciences & Disorders	\$600.00
Spates, Stephen	Communication	\$1,720.00
Stafford, Gary	Mathematics	\$4,293.00
Stanton, Rhonda	English	\$1,520.00
Stockburger, David	Psychology	\$400.00
Stormer, Kimberly	Reading Foundations & Tech	\$720.00
Sudbrock, Christine	Agriculture	\$2,133.00
Sullivan, Patrick	Mathematics	\$2,500.00
Sutliff, Jennifer	English	\$560.00
Suttmoeller, Michael	Criminology	\$1,867.00
Sweetman, Heidi	Reading Foundations & Tech	\$640.00
Tapis, Gregory	Accounting	\$800.00
Templeton, Kelly	Theatre & Dance	\$1,280.00
Tipton, Sara	Childhood Ed & Family Studies	\$960.00
Turner, John	English	\$1,400.00

## Academic Personnel Board Actions, cont'd.

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Turner, Jon	Counseling, Lead & Spc Ed	\$8,567.00
Uribe-Zarain, Ximena	Counseling, Lead & Spc Ed	\$8,415.00
Utley, Rose	School of Nursing	\$9,538.00
Van Landuyt, Cathryn	Management & Information Tech	\$960.00
Van Ornum, Kimberly	Mathematics	\$1,040.00
Visio, Michelle	Psychology	\$6,278.00
Waf, Wafaa	Comm Sciences & Disorders	\$520.00
Walker, Alicia	Sociology & Anthropology	\$1,920.00
Walker, Elizabeth	Agriculture	\$10,845.00
Walker, Kristen	Music	\$1,600.00
Wallace, J. Dane	Study Away	\$2,765.00
Walters, Heather	Communication	\$2,240.00
Ward, Gary	Physical Therapy	\$1,768.00
West, Nicole	Counseling, Lead & Spc Ed	\$3,000.00
Whipple, Tanya	Psychology	\$4,720.00
Whisenhunt, Brooke	Psychology	\$10,938.00
White, Timothy	Media Journalism & Film	\$1,480.00
Williams, Jennifer	Childhood Ed & Family Studies	\$1,000.00
Willis, Steven	Study Away	\$1,784.00
Wilson, Daniel	Kinesiology	\$1,102.00
Wisdom, Barry	Management & Information Tech	\$960.00
Wittenberg, Brittany	Childhood Ed & Family Studies	\$640.00
Wooden, Shannon	English	\$1,440.00
Yang, Zhiguo	Management & Information Tech	\$1,080.00
Yarchow-Brown, Ivy	Criminology	\$1,880.00
Yating, Liang	Study Away	\$1,843.00
Young-Jones, Adena	Psychology	\$560.00
Yu, Hae Min	Childhood Ed & Family Studies	\$520.00
Zhang, Ying Jenny	Finance & General Business	\$1,040.00
Zhuang, Yuan	International Programs	\$1,560.00
Zimmerman, David	Psychology	\$4,433.00

**ADDENDUM C****Supplemental payment for teaching assignments:**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Barber, Sarah	Comm Sciences & Disorders	\$3,782.00
Boyd, Carmen	Study Away	\$2,313.00
Frizell, Michael	Theatre & Dance	\$1,430.00
Garland, Brett	Criminology	\$600.00
Gartin, Patrick	Study Away	\$2,675.00
Geiger, Lacey	Management & Information Tech	\$3,000.00
Hass, Aida	Criminology	\$2,057.00
Hermans, Charles	Study Away	\$6,167.00
Holliday, Holly	Media Journalism & Film	\$2,600.00
Hornberger, Robert	Management & Information Tech	\$3,300.00
McClain, William	Agriculture	\$3,213.00
Meraz, Juan	Reading Foundations & Tech	\$2,745.00
Merrigan, Michael	Management & Information Tech	\$6,450.00
Mitchell, David	Study Away	\$6,015.00
Pettijohn, Catherine	English Language Institute	\$2,400.00
Reger, Elizabeth	Management & Information Tech	\$3,000.00
Rowe, Roberta	Communication	\$1,077.00
Smart-Winegar, Sandra	Management & Information Tech	\$3,000.00
Templeton, Kelly	Theatre & Dance	\$2,601.00
Wilhelm, Paula	Management & Information Tech	\$3,000.00
Zhang, Ying Jenny	Study Away	\$3,239.00

**ADDENDUM D**

**The following have been appointed as Graduate Teaching Assistants for the Summer semester: June 4, 2018 through August 3, 2018.**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Adkins, Casey	Biology	\$2,668.00
Alam Md Nazmul	Physics, Astronomy & Mat Sciences	\$1,096.00
Boyd, Benjamin	Chemistry	\$2,668.00
Cornish, Christine	Biology	\$2,668.00
Das, Sanchali	Physics, Astronomy & Mat Sciences	\$2,193.00
Duncan, Nicole	English	\$2,193.00
Duszynski, Molly	Chemistry	\$2,668.00
Henry, Jonah	Mathematics	\$2,193.00
Hopke, Tabetha	Psychology	\$2,193.00
Illy, Gregory	Chemistry	\$2,668.00
Jordan, Nicolas C.	Geography, Geology & Planning	\$2,193.00
Kumar, Dalip	Bear Claw	\$2,193.00
Lawson, Justin	Biomedical Sciences	\$2,193.00
Meadows, Sherry	Chemistry	\$2,668.00
Medley, Joel M	Biology	\$2,668.00
Middleton, Tessa	Chemistry	\$2,668.00
Nelson, Tyler	English	\$2,193.00
Njoku, Obinna	Mathematics	\$2,193.00
Njoku, Samuel Ogbonnaya	Chemistry	\$2,668.00
Oliver, Jacob	Mathematics	\$2,193.00
Sutton, Mary K.	English	\$2,193.00
Van Nuland, Abigail	Psychology	\$1,096.00
Young, Justin	Sports Med & Athletic Training	\$2,193.00
Young, Taylor	Agriculture	\$2,193.00

**The following have been appointed as Graduate Teaching Assistants for the Fall semester: August 13, 2018 through December 14, 2018.**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Hollender, Ethan	Biology	\$5,336.00
Joseph, Dani	Biology	\$5,336.00
Malone, Bailey	College of Business	\$5,336.00
Mantia, Vincent	College of Business	\$5,336.00
Tang, Simin	College of Business	\$5,336.00

**The following have been appointed as Graduate Teaching Assistants for the Academic Year: August 13, 2018 through May 17, 2019.**

<u>Name</u>	<u>Department</u>	<u>Salary</u>
Adkins, Casey	Biology	\$10,672.00
Bhattacharai, Gaurab	Biology	\$10,672.00
Blasky, Melisa	Biology	\$8,772.00
Dorff, Nathan	Biology	\$10,672.00
Dressler, Kensey	Communication	\$8,772.00
Hannabass, Samantha	Biology	\$8,772.00
Justis, Blake S.	Biology	\$8,772.00
Mabary, Abbigaile	Biology	\$8,772.00
McBride, Aliyah	Communication	\$8,772.00
Naffa-Wack, Keslie	Biology	\$10,672.00
Olsen, Cullam	Music	\$8,772.00
Ramirez, Amy	Communication	\$8,772.00
Smith, Natalie	Biology	\$10,672.00
Thompson, Danielle	Ctr for Acad Success & Transition	\$10,672.00



MISSOURI STATE UNIVERSITY

III.E.2.

BE IT RESOLVED by the Board of Governors for Missouri State University that the actions indicated for non-academic employees, as itemized below, are hereby approved.

**APPOINTMENTS:**

<u>Name</u>	<u>Position-Department</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
Mari L. Walker	Administrative Assistant II Financial Aid	12	\$27,560 annually	06/04/18
Nicholas A. Carter	Clothing Inventory/Auxiliary Specialist Bookstore	42	\$32,602 annually	06/11/18
Julia M. Baer	International Services Coordinator International Services	42	\$36,275 annually	06/18/18
Emmanuel L. Sampson	Assistant Coach Intercollegiate Athletics	UN	\$32,500 annually	06/22/18
Jerone Williams	Assistant Coach Intercollegiate Athletics	UN	\$29,077 annually	06/22/18
Brandon Mills	Programmer/Analyst Computer Services	33	\$41,919 annually	06/25/18
Rui Zhao	Administrative Assistant II Residence Life, Housing & Dining Services	12	\$27,040 annually	06/25/18
Michelle N. Gavel	Financial Aid Counselor Financial Aid	42	\$34,100 annually	07/02/18
Bryan L. Hawk	Financial Aid Coordinator Financial Aid	42	\$35,000 annually	07/02/18
Jeffrey E. Jacobsen	Assistant Coach Intercollegiate Athletics	UN	\$25,500 annually	07/02/18
Lindsey R. Lovekamp	Autism Resource Specialist Project ACCESS	42	\$48,000 annually	07/02/18

Non-academic Personnel Board Actions, cont'd.

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Danielle N. Niepert	Director of Marketing & Promotions - Athletics Intercollegiate Athletics	42	\$32,602 annually	07/02/18
Mona J. Hampton	Accounting Technician Financial Services	13	\$27,945 annually	07/09/18
Ted Marre	Custodian I Residence Life, Housing & Dining Services	21	\$21,737 annually	07/09/18
Holly M. Robinson	Teacher Child Development Center	41	\$27,945 annually	07/09/18
Strausie Stephens	Accounting Technician Financial Services	13	\$27,945 annually	07/09/18
Dax Bedell	Assistant Production Manager Broadcast Services	43	\$50,000 annually	07/16/18
Yan Gao	Accountant Financial Services	42	\$36,000 annually	07/16/18
Cynthia Hagenhoff	Academic Advisor-Marketing, Recruitment & Retention Specialist School of Nursing	42	\$32,602 annually	07/16/18
Kim Tebo	Academic Records Specialist Office of the Registrar	13	\$27,945 annually	07/16/18
Kathleen Hahn	Admissions Coordinator/Academic Advisor-Nurse Anesthesia Program Biomedical Sciences	42	\$32,602 annually	07/23/18
Tammy J. Nalley	Procurement Technician Procurement Services	13	\$28,900 annually	07/26/18
Sarah M. Williams	Senior Systems Analyst Computer Services	36	\$62,867 annually	08/01/18

**RESIGNATIONS:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Louise S. Love	Assistant Director Campus Recreation-Aquatics Campus Recreation	05/10/18
Lori Wheelis	Custodian I Custodial Services	05/25/18
Michelle N. Gavel	Academic Services Coordinator TRIO Programs	05/31/18
Jason T. Ray	Assistant Coach Intercollegiate Athletics	06/03/18
Kathryn Flores	Financial Aid Counselor Financial Aid	06/05/18
Ryan C. Hlousek	Academic Advisor/Retention Specialist Business Advisement Center	06/13/18
Timothy Bowler	Journeyman Plumber Facilities Maintenance	06/22/18
Ronald I. Boyce	Head Athletics Coach Intercollegiate Athletics	06/30/18
Sammie S. Hernandez	Administrative Specialist II Library	07/05/18
Jennifer L. Farmer	Assistant Teacher Child Development Center	07/06/18
Mary Moore	Custodian I Custodial Services	07/06/18
Patricia A. Murray	Administrative Assistant II Office of the Registrar	07/10/18
Bethany D. Laws	Academic Advisor/Retention Specialist Business Advisement Center	07/27/18

Non-academic Personnel Board Actions, cont'd.

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Ashley D. Neyer	Study Away Advisor Study Away	08/10/18
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**RETIREMENTS:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Chalanda K. Johnson	Administrative Specialist II Career Center	06/30/18
Paul G. Katona	Technical Engineer Media, Journalism & Film	06/30/18
Janis L. Smith	Accounting Specialist Facilities Management	07/31/18
Anna B. Datema	Executive Assistant I College of Business	07/31/18

**SEPARATION FROM EMPLOYMENT:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Victor Houston	Assistant Coach Intercollegiate Athletics	06/30/18
Serena Whorton	Accounting Technician Financial Services	07/17/18

**LAIID-OFF:**

<u>Name</u>	<u>Position-Department</u>	<u>Effective</u>
Dawn Brokaw	Academic Administrative Assistant III Psychology	07/02/18
Vickie L. Hicks	Corporate Relations Specialist College of Business	07/02/18
Lacy P. John	Administrative Assistant III Office of Development	07/02/18

**CHANGE OF STATUS:**

<u>Name</u>	<u>Position-Department</u>	<u>Action</u>	<u>Effective</u>
Vicki L. Elders	From: Administrative Specialist I Career Center GR 11, \$20,992 annually (10-month position) To: Administrative Specialist II Career Center GR 12, \$29,952 annually (12-month position)	Promotion	05/29/18
Amy J. Daniels	From: Accounting Technician Financial Services GR 13, \$28,904 annually To: Accountant Financial Services GR 42, \$36,000 annually	Reclassification	06/01/18
Matthew McGhee	From: Residence Hall Director Residence Life, Housing & Dining Services GR 42, \$35,036 annually To: Coordinator, Housing Policy Residence Life, Housing & Dining Services GR 42, \$41,800 annually	Status Change & Salary Adjustment	06/26/18
Melissa Lafarlette	From: Academic Administrative Assistant II Communication Sciences & Disorders GR 12, \$26,732 annually To: Administrative Specialist II Communication Sciences & Disorders GR 12, \$26,936 annually	Status Change & Salary Adjustment	06/29/18
Julie Anderson-Ituarte	Blindness Skills Specialist Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19

Non-academic Personnel Board Actions, cont'd.

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Darla J. Butcher	Blindness Skills Specialist Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Merica Clinkenbeard	Instructional Specialist Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Carol A. Cozort	Professional Developer Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Jane A. Dewberry	From: Senior Internal Auditor Internal Audit & Compliance To: Staff Emeritus Internal Audit & Compliance	Status Change	07/01/18
Marci Dowdy	Professional Developer Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Julie A. Germann	Professional Developer Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Tracy L. Gross	Professional Developer Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Cassandra A. Henne	Project Coordinator Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Susanna J. Hill	Positive Behavior Support Consultant Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Joi A. Hook	Accounting Specialist Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19

Non-academic Personnel Board Actions, cont'd.

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Lois M. Jones	Special Education Compliance Consultant Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Paul G. Katona	From: Technical Engineer Media, Journalism & Film To: Staff Emeritus Media, Journalism & Film	Status Change	07/01/18
Jana L. Loge	Professional Learning Community - Project Coordinator Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Jordan Politte	Professional Developer Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Andrea S. Rockney	Positive Behavior Support Consultant Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Christina Schanda	Administrative Assistant II Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Kelly Wood	From: Interim Director Center for Academic Success & Transition Professor Communication \$83,027 annually (\$1,000 monthly supplemental) To: Executive Director Center for Academic Success & Transition Professor Communication \$99,861 annually	Status Change	07/01/18

Non-academic Personnel Board Actions, cont'd.

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Cheryl Wrinkle	Special Education Improvement Consultant Agency for Teaching, Leading & Learning	Continuation of Appointment	07/01/18 06/30/19
Kimberly Randol	Administrative Specialist II Communication Sciences & Disorders From: GR 12, \$20,046 annually (75% FTE) To: GR 12, \$26,728 annually (100% FTE)	Status Change & Salary Adjustment	07/02/18
Devon L. Wright	From: Assistant Director Student Engagement-Transfer Students Student Engagement GR 42, \$33,987 annually To: Academic Advisor, College of Business Graduate Program College of Business GR 43, \$40,000 annually	Promotion	07/09/18
Melissa A. Tolleson	From: Administrative Assistant II Missouri State Outreach GR 12, \$23,096 annually (75% FTE) To: Administrative Specialist III Dual Credit GR 13, \$34,362 annually (100% FTE)	Promotion	07/16/18

Vote:  Yea  
 Nay



V.



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**TO:** Board of Governors  
**DATE:** August 9, 2018  
**RE:** Funding and Advocacy Strategy

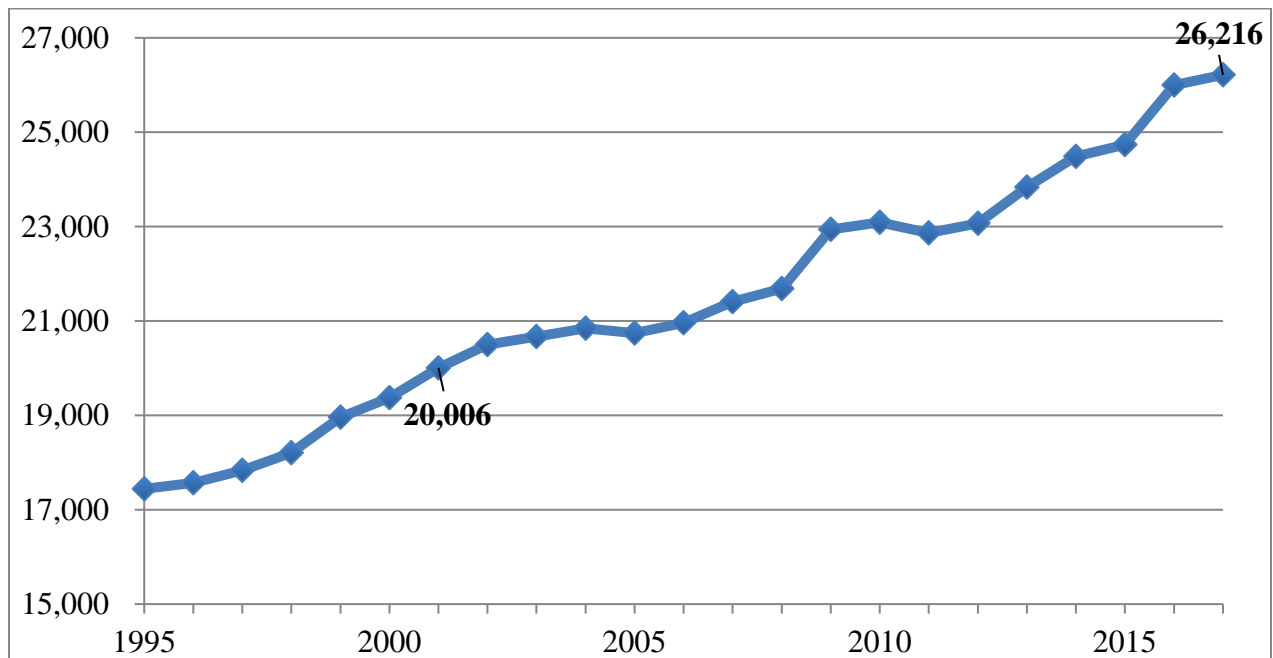
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### A. Missouri State's Strong Record of Success

Missouri State University enrolls tens of thousands of students each year, graduates those students with meaningful credentials, and places graduates in the workforce all while maintaining affordability.

#### 1. Enrollment

Enrollment has increased at Missouri State—rising by 22 percent since 2007.



## 2. Degrees and Credentials

The number of degrees and certificates awarded at Missouri State has increased even faster than enrollment.

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
<b>Degrees awarded</b>	4,157	4,246	4,306	4,359	4,634	4,723
<b>Certificates awarded</b>	130	138	173	282	301	461
<b>Total</b>	4,287	4,384	4,479	4,641	4,935	5,184

## 3. Graduate Outcomes

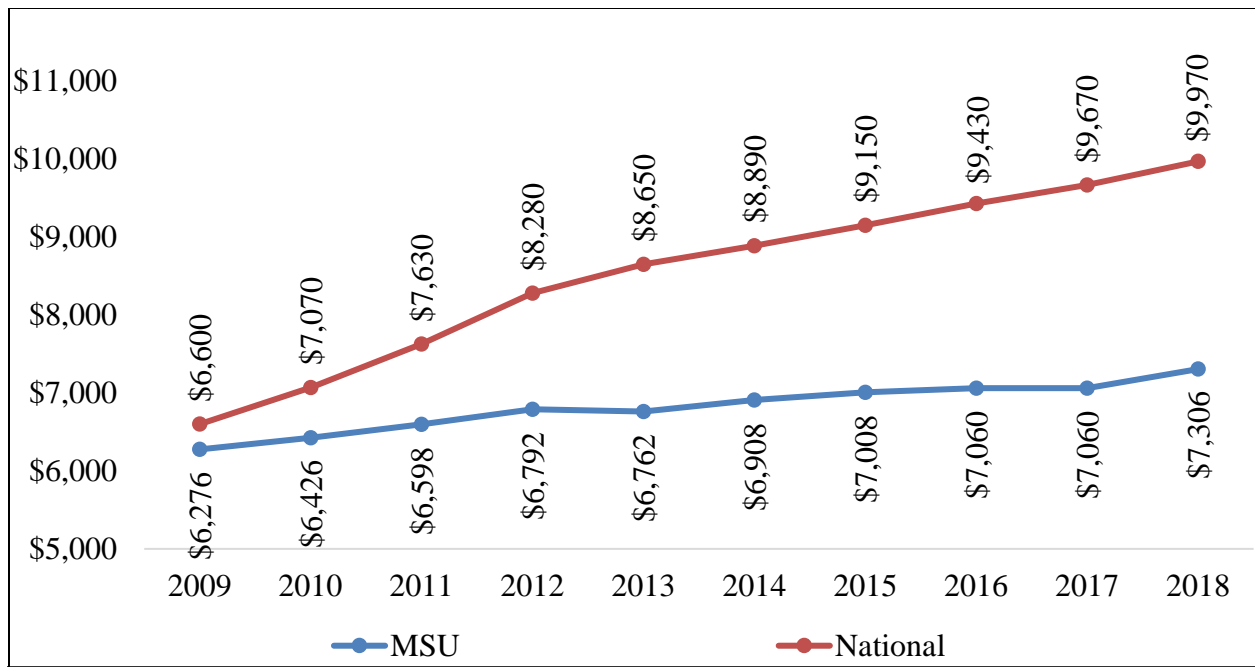
Missouri State graduates are successful at finding jobs. Last year 92 percent of our recent graduates provided information about their employment status. Of that 92 percent, 89.3 percent were employed, enrolled in continuing education, enlisted in the military, or the like within 6 months after graduation. Another 2 percent were planning to continue their education but had not yet enrolled in a program, leaving only 8.7 percent who were still seeking employment 6 months after they graduated.

## 4. Affordability

Missouri State's undergraduate tuition and fees are in the lowest half of the state's public four-year universities.

Institution name	2017-18 In-State Tuition and Fees
Univ. of Missouri – St. Louis	\$10,275
Missouri Univ. of Science & Technology	\$9,831
Univ. of Missouri – Columbia	\$9,787
Univ. of Missouri – Kansas City	\$9,763
Northwest Missouri State	\$9,572
Truman State	\$7,656
Lincoln	\$7,632
Univ. of Central Missouri	\$7,520
<b>Missouri State</b>	<b>\$7,306</b>
SEMO	\$7,185
Missouri Western	\$6,843
Harris-Stowe	\$6,090
Missouri Southern	\$6,067

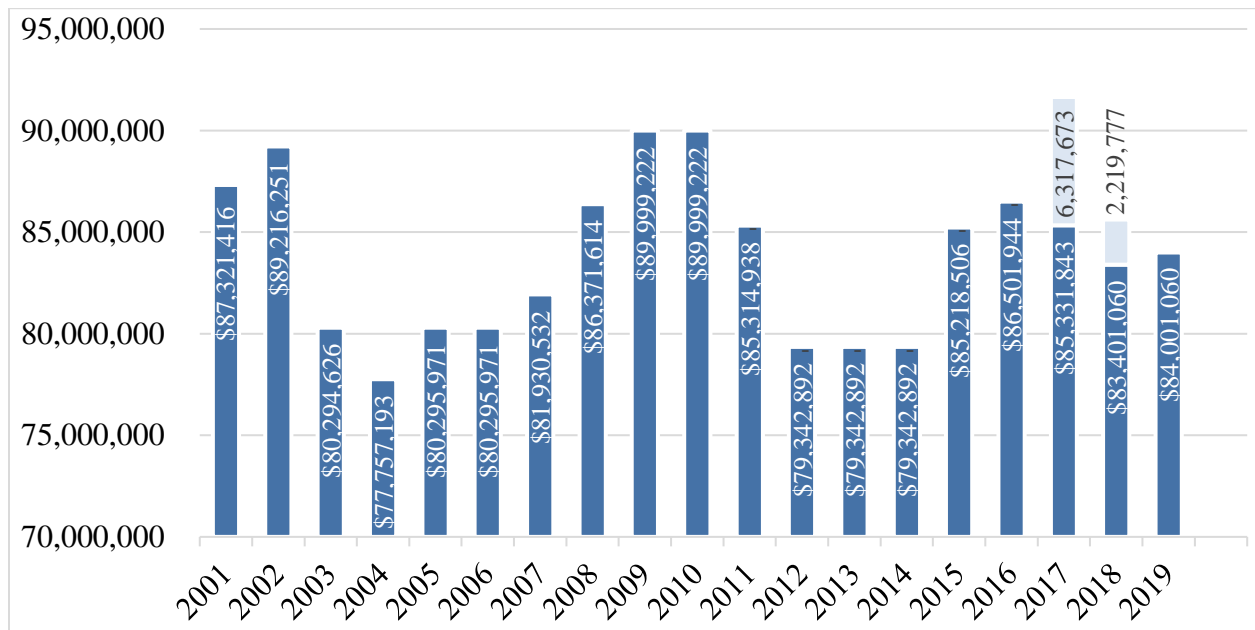
In fiscal year 2018, Missouri State's in-state tuition and fees were 27 percent below the average for public universities in the United States.



Missouri State takes its roll in workforce development seriously. We efficiently and effectively develop hardworking contributors to the state’s economy.

### B. Financial Pressures

Higher education appropriations in Missouri have been inconsistent over the last two decades. Missouri State receives less state funding now than it received in 2001.



Over this same time period, enrollment has increased by more than 6,000 students. The result is that appropriations per student at Missouri State have decreased significantly.

Missouri State receives \$4,255 in state appropriations per FTE student. The national average is \$7,120.

Due to disparities in appropriations per student within the state budget, Missouri State University is the lowest funded of all the public universities in the state.

Institution name	Appropriations per FTE (2018-19) <sup>1</sup>
Lincoln	\$10,059
Harris-Stowe	\$7,744 <sup>2</sup>
UM System	\$7,536
Truman	\$7,417
Central Missouri	\$5,739
Northwest Missouri	\$5,678
Missouri Western	\$5,215
Missouri Southern	\$5,192 <sup>3</sup>
Southeast Missouri	\$4,986
<b>Missouri State</b>	<b>\$4,255</b>

The picture does not substantially change when we account for revenue from tuition and fees.

Institution name	Approps per FTE <sup>4</sup>	Est. Tuition / Fees	Total Revenue
Lincoln	\$10,059	\$7,708	\$17,767
UM System	\$7,536	\$9,861	\$17,397
Northwest Missouri	\$5,678	\$9,668	\$15,346
Truman	\$7,417	\$7,733	\$15,150
Harris-Stowe	\$7,744	\$6,151	\$13,895
Central Missouri	\$5,739	\$7,595	\$13,334
Southeast Missouri	\$4,986	\$7,257	\$12,243
Missouri Western	\$5,215	\$6,911	\$12,126
Missouri Southern	\$5,192	\$6,667 <sup>5</sup>	\$11,859
<b>Missouri State</b>	<b>\$4,255</b>	<b>\$7,379</b>	<b>\$11,634</b>

This has driven Missouri State to be ever-more efficient, which is a good thing.

<sup>1</sup> Table assumes flat enrollment.

<sup>2</sup> Includes \$250,000 (\$199 per FTE) of one-time supplemental funding.

<sup>3</sup> Includes \$1,000,000 (\$205 per FTE) of one-time supplemental funding.

<sup>4</sup> Table assumes flat enrollment, the one-time supplemental funding amounts included in prior table, and one percent tuition and fee increases for all institutions except Missouri Southern State University.

<sup>5</sup> Includes \$20 per credit hour increase approved by Missouri Southern State University's board.

- Missouri State has led on reducing administrative costs. Based on a recent study, the median administrative cost ratio for universities like Missouri State is 0.21. Missouri State's ratio is 0.17, placing it in the lowest 15 percent nationally.
- Missouri State has also led on reducing instructional costs. Based on another recent study, 43 percent of Missouri State's academic programs are in the bottom 25 percent cost quartile and 86 percent are in the bottom 50 percent cost quartile on instructional costs per student.

But the funding situation threatens Missouri State's ability to continue to build on its successful record for workforce development.

- The university lacks funds to hire additional faculty to keep up with its enrollment growth. Missouri State's student-to-faculty ratio has increased to 22 to 1. The national average for public universities is 17 to 1. Missouri State has the highest student-to-faculty ratio of all the public universities in the state, and the 12th highest of all the 273 public universities in the country that grant degrees similar to Missouri State. This has a direct and immediate impact on student access to faculty, persistence in college, and likelihood of graduation.
- Missouri State's average compensation for all categories of employees is below market, and it continues to get worse each year the university forgoes meaningful compensation increases due to budget constraints. It has become increasingly difficult to retain talented employees and recruit applicants to fill vacant positions.
- Missouri State lacks the resources to add and expand many of the academic programs needed to meet workforce needs in the community, state, and region. Many of the current workforce needs require training in engineering, technology, health and STEM fields. Education in these fields is particularly expensive to deliver.

### **C. Advocacy Strategy**

State funding will be our focus in the 2019 legislative session. We will advocate for additional funding through performance funding, an equity adjustment, workforce development initiatives, and capital appropriations.

#### **1. Performance Funding**

State appropriations for Missouri State University have declined by \$7.6 million (8.3 percent) since fiscal year 2017. Over the same time, nearly all of the university's business expenses have increased. Some have increased by far more than inflation (e.g., pension contributions, health plan expenses, technology contracts, etc.).

Missouri State will request that the state begin a year-over-year strategy of sustainable investments in higher education to cover the state's portion of increased expenses. Specifically, this year Missouri State will request that the state budget for a three percent operating appropriation increase for higher education institutions. For Missouri State, this would amount to approximately \$2.6 million.

This request is consistent with the request that we anticipate being made by the coordinating board. We also anticipate that the coordinating board will seek to allocate the performance funding

increase based on institutions' performance on the three criteria in the state's performance funding model that are most directly tied to workforce development.

## **2. Equity Adjustment**

Missouri State University receives less state appropriations per FTE student than every other university in the state. An equity adjustment would allow Missouri State to hire additional faculty to curb the growth in its student to faculty ratio. It would also allow the university to create and grow academic programs to meet the needs of our growing student body and the workforce demands of the state.

To begin to resolve the disparity in funding, Missouri State will request that the state increase its operating appropriation to eliminate the appropriation per FTE gap between MSU and the next lowest institution. If enrollment at all institutions remains flat in fall 2018, this would require an increase of Missouri State's operating appropriation by more than \$15 million.

We are open to the possibility of this disparity being resolved as part of a broader investment package that could be split over the course of more than one year.

## **3. Workforce Development Initiatives**

The Department of Higher Education has collaborated throughout the spring and summer with the Department of Economic Development to develop a plan for enhancing the State of Missouri's workforce development opportunities. As part of this initiative, we anticipate the coordinating board will request a pool of funds for higher education institutions' workforce development initiatives.

We are still in the beginning stages of vetting particular initiatives to submit if such a pool of funds becomes available. Possibilities include developing graduate and undergraduate certificates in fields of high workforce demand such as dyslexia, professional writing, and cybersecurity; expanding existing degree programs in fields such as nursing and computer science; funding student success initiatives such as Bears L.E.A.D. and first generation student programming; and more traditional workforce development activities such as the GOCAT in West Plains and an Industry Training and Education Center in Springfield.

## **4. Capital Appropriations**

We will seek a one-time appropriation of between \$3 and \$4 million as part of the state's 50/50 matching capital fund program for a project at Greenwood Laboratory School. We are still working with donors and others associated with the project to determine the exact dollar amount for the application. The project will add a 21,000 square foot addition to the existing facility that will include a new south entrance, an office and lobby and a multi-purpose center capable of housing 750 people.

We also anticipate the coordinating board will request a pool of funds for higher education institutions' deferred maintenance needs. We are in the process of identifying potential facility projects at different funding levels so we will be prepared to advocate for particular projects if such a pool of funds becomes available.



## EFFICIENCY

As Missouri State's enrollment increases and state appropriations decrease, Missouri State's funding per student goes down each year. One result is that Missouri State is a leader in scouring its operations and seizing every opportunity for efficiency.

### 1. Outstanding Record on Efficiency

Missouri State rates exceptionally well on normalized efficiency metrics:

- Based on guidance published by the American Council of Trustees and Alumni (ACTA) (<https://www.goacta.org/images/download/controlling-administrative-costs.pdf>), the median administrative cost ratio for universities like Missouri State is 0.21. Missouri State's ratio is 0.17 (which calculates to approximately \$6 million in lower administrative costs to the peer group). This is in the lowest 15 percent of the universities included in the ACTA study.
- Based on a recent Delaware Study, 43 percent of Missouri State's programs are in the bottom 25 percent cost quartile and 86 percent are in the bottom 50 percent cost quartile on instruction cost per student.
- Missouri State spends 3.1% less (which calculates to approximately \$12 million) than its peer group—the Coalition of Urban and Metropolitan Universities (CUMU)—on support services for academic support, student services and institutional support.

Missouri State achieves these efficiencies through collaborative programs, aggressive procurement, contract renegotiations and reallocation of resources.

### 2. Negative Consequences

Unfortunately, the university and its students have also had to manage negative consequences associated with lean operations:

- Missouri State's student-to-faculty ratio has increased to 22:1. Peer institutions average 17:1 with a range of 15:1 to 19:1. Missouri State also has significantly less student support services and academic advising resulting in lower retention and graduation rates.
- Missouri State is losing talented employees because compensation lags behind its peers. Average compensation for all employment categories are well below national averages provided by the College and University Professional Association for Human Resources (CUPA).
- Missouri State lacks the resources to add and expand many of the academic programs needed to meet workforce needs in the community, state and region.

### 3. Specific Actions Taken

Missouri State continuously takes actions to reduce costs, reallocate resources and enhance operating efficiencies. Recent examples include:

- The University outsources food services and retail food operations. The most recent RFP competitive bid award has provided funds to the University for complete renovations of all student retail food space, renovations for two of the three residential dining centers, ongoing funds to refresh facilities and guaranteed annual commission revenue.
- In order to maximize commission revenue from beverage sales on campus, the University issued an RFP and awarded an exclusive rights contract to Coca-Cola and Dr Pepper based upon their guaranteed financial incentives to the University.
- The University outsources the campus shuttle services. The most recent RFP attracted bids from three national firms and the local incumbent. The RFP process allowed for competitive pricing and ensured the best pricing final proposal to the University.
- Refunding two bond issues to save \$2.9 million (2015) and \$2.7 million (2017) in debt payments.
- Funding a 2018 bond issue through a private placement saving approximately \$700,000 in debt payment from a public offering.
- Reestablishing the university's investment ladder to expand the average investment life from 1 year to 2 ½ years.
- Bidding depository services to secure the highest possible interest rate at the lowest possible fees, resulting in an increase of \$1.2 million in net revenue for FY2017.
- Participating in a UMB/VISA automated payables tool, making Missouri State the leading higher education institution for rebates under the state's purchasing card program.
- Utilizing competitive procurement processes to reduce overall contract costs, including participating in the state's cooperative procurement program and volunteering to be the first higher education institution to participate in the MissouriBuys eProcurement program.
- Entered into a multi-media rights agreement related to athletics which provides guaranteed rights fees over the contract. In addition, the agreement provided \$980,000 for capital subsidy payments.
- Outsourcing the Chief Investment Officer position at the university's foundation, reducing fees by 0.2 percent for an annual estimated cost savings of \$184,000.
- Outsourcing hosting services for the university's Blackboard Learning Management System, allowing Missouri State to migrate to a cloud-hosted environment.
- Negotiating and renegotiating favorable revenue contracts for ancillary campus operations, including the recent renegotiation of the university's food service contract to reduce the allowable increases in meal plan costs from 4% to 2.1% in FY2019.
- A competitive bid RFP for internet television service for the University residence halls will save approximately \$273,000 annually commencing in FY2019.
- Continuous collaboration with the University's health care providers, third party administrators and our on campus clinic has led to employee health care costs far below national averages. The University eliminated annual price escalators under the current contract with our local health care provider; through education and plan changes achieved reductions of \$290,000 annually in prescriptions; and recent negotiations in 2018 with our local health care provider will save approximately \$315,000 annually.
- Developing and expanding collaborative academic programs.



- Implemented internal audit recommendation to utilize the State of Missouri trip optimizer to calculate the most efficient method of employee travel (rental car via state contract vs employee-owned vehicle reimbursed at 37 cents per mile). Additionally, the number of vehicles in the university's motor pool has been reduced by 25 percent.
- Reducing \$4 million in expenses for FY2018, including:
  - Eliminating 22 vacant staff positions
  - Eliminating 5 vacant faculty positions
  - Eliminating 8 occupied staff positions
  - Reducing the online course incentive payments from \$55 to \$40 per student
  - Eliminating institutional support for multiple campus research centers
  - Reducing event-related expenses by eliminating the Ozarks Celebration Festival, reducing the length of the Public Affairs Conference, eliminating summer commencement and reducing or eliminating several other university events
- Reducing \$1.5 million in expenses for FY2019, including:
  - Eliminating 25 vacant staff positions
  - Eliminating 7 occupied staff positions
  - Centralizing distributed budget officers' functions to the university's financial services department, saving \$200,000
  - Developing a User Support Advisory Committee under the Chief Information Officer to evaluate the centralization of distributed information technology functions and services and to monitor efficiencies.
- While the public universities and colleges in Missouri have ongoing discussions to seek additional efficiencies and savings, the following are two recent collaborative efforts among the institutions and Missouri State University:
  - The University of Missouri, Missouri Southern State University and Missouri State University have reduced costs for audit and related services.
  - Missouri Southern State University, Ozark Technical Community College and Missouri State University have realized below market financing costs through individual private placements utilizing the same firm.
- In 2015, Missouri State established a task force that reviewed the Cost Reduction Strategies guide published by NACUBO (National Association of College and University Budget Officers). The task force concluded the University had already substantially implemented most of the suggested strategies.



## TALENT FOR TOMORROW MISSOURI STATE UNIVERSITY WHITE PAPER

With over 26,000 students, Missouri State University is the second largest university in the State of Missouri. More than 84% of our students come from Missouri, including over 4,800 from greater St. Louis, over 2,000 from greater Kansas City and over 4,000 from Greene County. We have students from every county in the state.

We have successfully implemented initiatives over the past several years to increase our overall degree and credential production, eliminate academic programs in areas of low workforce need, create and expand programs in areas of high workforce need and develop credit and non-credit stackable credentials.

This footprint makes Missouri State a prime asset for incubating, accelerating and implementing many of the state's workforce development initiatives.

Missouri State's administration challenged faculty and staff to put forward ideas for initiatives that would fit within the Talent for Tomorrow framework. Below is a sampling of ideas we received. Some of the ideas are "shovel ready" initiatives that could be implemented as soon as funding became available. Others are more conceptual in nature, and the details require further development.

- I. Workforce Training Initiatives Utilizing Missouri State's Existing Economic Development Assets**
  - A. Industry Training and Education Center (ITEC)** – Missouri State proposes to develop a center to connect industry training needs with MSU's credit and non-credit resources capable of fulfilling those training needs. Missouri State has had success in providing this kind of service internationally, and we would utilize our international experience to provide similar services domestically. The anticipated budget for ITEC would be \$75,000 annually.
  - B. Cybersecurity Training and Operations Center (CTOC)** – As part of ITEC or separately, Missouri State proposes to develop a cybersecurity training center in Missouri State's secure Jordan Valley Innovation Center. The CTOC will be a collaboration between industry, government agencies, Missouri State University, and other local colleges and universities. The center will focus on providing training that results in the award of cybersecurity and related information technology credit or non-credit certificates. The CTOC would require \$100,000 in one-time equipment and technology purchases and \$200,000 in initial personnel

costs. The university anticipates employer, non-profit, and government agency partnerships would sustain the CTOC when it becomes operational.

- C. Greater Ozarks Center for Advanced Technology (GOCAT)** – MSU West Plains partnered with the South Central Career Center (SCCC), West Plains R-7 School District, the City of West Plains, and businesses throughout the region to develop the GOCAT in response to significant retraining needs resulting from a major employer moving out of the community. The GOCAT offers certificates, associate degrees, dual credit courses, and non-credit workforce development programs, all of which are tied to industry needs in the community. The center includes equipment appropriate for such training, and industry partners are developing apprenticeship opportunities for GOCAT students. All funding for the GOCAT has come through grant programs, and these grants will be exhausted in the next 14 months. New grant resources are being explored, however, sustainable funding for the GOCAT has not yet been identified.

## **II. Expanding Existing Academic Programs in Areas of High Workforce Need**

- A. Nursing** – The shortage of nurses in Missouri has reached an all-time high. The capacity of Missouri State’s nursing programs is limited due to available resources. If funding became available, Missouri State could expand its School of Nursing by increasing the capacity of its nursing programs and developing new degree options to allow students to accelerate their education and/or meet particular workforce needs in nursing.
- B. Computer Science** – Missouri State has worked to increase the size and scope of its computer science programs in recent years. However, workforce needs in computer science continue to go unmet. If funding became available, Missouri State could take the next steps in continuing to expand the size and scope of its computer science programs.
- C. Degree Completion for Firefighters** – Missouri State and OTC have an articulation agreement that will allow currently employed firefighters to pursue a fire science credential from OTC and complete a Bachelor of General Studies degree from Missouri State. The program could be expanded to increase enrollment and add articulations with other community college partners if funding became available.
- D. Teaching Internship Academy** – Missouri State offers a highly selective internship academy for its teacher preparatory students. The program is designed to provide pre-service teachers an authentic year-long field experience in a single school setting that replaces the traditional student teaching approach. This program could be significantly expanded if resources were made available.
- E. Entrepreneurship Program** – If funding became available, Missouri State could expand its entrepreneurship academic program. The expanded program would

focus on engaging students with the eFactory's accelerator program, research occurring at the Jordan Valley Innovation Center, and outside speakers and consultants who would involve the students in business startup, pitch and plan competitions; mentorship opportunities; competitive activities and the like.

### **III. Developing New Credit and Non-Credit Training Programs in Areas of High Workforce Need**

- A. Registered Nurse First Assistant** – A major health care provider in southwest Missouri has indicated the need for a specialized training program to prepare Registered Nurses for the role of RN First Assistant in the operating room.
- B. Video Production** – Through inquiries from local business for help in producing internal training videos, MSU has identified a need for a credit or non-credit training program in video production. Through this program an existing employee could learn to provide video production services to meet an employer's modest video production needs.
- C. Medical and Legal Interpreting** – Southwest Missouri's growing Hispanic population has revealed a critical deficit in professional medical and legal interpretation services. While professional interpretation training programs are common in more urban areas, such programs are not readily available in southwest Missouri.
- D. Professional Writing** – Employers routinely report that Missouri State graduates are well equipped to meet the writing requirements of their employers. By providing professional writing training to individuals not seeking a degree from Missouri State, the university could use its experience in writing education to meet a critical workforce need for "soft skills".
- E. Interdisciplinary Non-Fiction Writing for STEM Programming in Rural Environments (INSPIRE)** – Missouri State's Center for Writing in College, Career and Community (CWC) proposes to offer the INSPIRE Academy in rural areas of the state to support students in their transition from high school to college or a career. The program will equip middle and high school teachers with resources to teach their students how to read and write in STEM fields.
- F. Graduate Certificate in Dyslexia Education** – Missouri has a shortage of teachers trained in diagnosis, assessment and intervention for students with dyslexia. This graduate certificate would help to fill that workforce need.
- G. Autism Training for Para-educators** – Missouri has a shortage of qualified special educators, and para-educators are called upon to fill support gaps in providing services to special education students. A specific program of training that leads to a para-educator credentialing program would support the education of students on the autism spectrum, help meet unfilled demand for specially

trained support staff, and serve as a gateway to additional education and certification for teachers in high demand areas.

**H. Badging and Microcredentialing** – The Missouri State libraries are working to assemble short-term training programs that provide specific areas of proficiency and expertise. Areas of likely programming are virtual reality, augmented reality, robotics, 3D printing, etc. Startup costs will include equipment and interdisciplinary space to appropriately deliver such programs.

#### **IV. Increasing Degree and Credential Production Through Student Retention and Completion Initiatives**

**A. Bachelor of General Studies (BGS)** – Missouri State launched its BGS program in 2015-16 to create an attainable, flexible degree pathway for non-traditional students who have received some college credit but not completed a degree. Since that time 157 students have completed the BGS and another 118 students are working toward their BGS. Additional funding would allow the program to significantly grow, resulting in degree attainment for Missourians with some college credit.

**B. Bears L.E.A.D. (Leadership, Empowerment, Achievement and Diversity)** – MSU launched the Bears L.E.A.D. program in fall 2017. The goal of the program is to improve GPA, retention and graduation rates of historically underrepresented, Pell eligible, and first generation students with a composite ACT score of 18 to 23 by connecting them with existing university support services. To accomplish its objectives, additional resources will likely be required in the coming years to expand the program and incorporate intrusive advising and additional hands-on, person-to-person interventions with at risk students.

**C. Bear POWER (Promoting Opportunities for Work, Education and Resilience)** – The Bear POWER program is a five semester inclusive college program for students with intellectual and developmental disabilities at Missouri State. The program was created to connect individuals with developmental disabilities with training to help them obtain a meaningful credential and transition to the workforce. The program has been piloted, but additional resources will be required to scale the program and fully implement it.

#### **V. The Necessity of Operational Funding**

Many of these initiatives have been in Missouri State's sights for several years, but they have not been piloted (or have been piloted but not scaled to an appropriate size) due to funding constraints. As the funding situation for Missouri State has tightened year-over-year, the university has become less able to free up the resources necessary to implement new and creative credential and non-credit training programs. Additional operational funds would allow Missouri State to implement many more workforce training initiatives, particularly the new credit and non-credit programs identified above, without seeking separate workforce development funding.



## ACTION PLAN FOR 2018-2019

The 2018-19 academic year marks the midpoint of the 2016-21 Long-Range Plan (<https://www.missouristate.edu/longrangeplan/>). Administration designed this year's action plan to set the university on a course to accomplish the key objectives of the long-range plan over the next three years.

Much has changed for this year, and Missouri State must respond. We have new leaders in Jefferson City. The state is focused on infrastructure and workforce development. Legislators are discussing equity in state funding. High school graduation numbers and international concerns predict a slowing of our enrollment growth. The university's continued growth will be strategic, in programs and fields with strong ties to the state's workforce needs.

This action plan sets Missouri State on a path to seize the opportunities that exist and continue the university's upward trajectory in a changing landscape.

### I. ACADEMIC PROFILE

- A. Increase the number of degrees and certificates awarded
- B. Add new certificates, majors or degrees that support workforce development
- C. Focus on increasing enrollment in areas of high demand while continuing efforts to sustain or grow total enrollment
  - 1. Direct resources as appropriate to support growth in high demand areas and skills contributing to workforce development. (e.g. nursing, computer science, information technology, etc.)
  - 2. Modify infrastructure and expand course offerings to meet student needs (e.g. online, blended, block, ZOOM assisted, classroom capacity, etc.)
  - 3. Facilitate work between academic programs and the marketing and communications division to promote and market certificates and other programs focused on workforce development
  - 4. Evaluate scholarship programs and restructure to remain competitive
- D. Promote interdisciplinary and cross-disciplinary educational and research opportunities, including curricular actions

- E. Evaluate and update enrollment and curricular issues; initiate efforts to eliminate any barriers and modify processes while ensuring quality control
- F. Continue to seek logical and productive partnerships with other organizations, institutions and agencies that will foster educating more and different students (e.g. community colleges, college access programs, etc.)
- G. Maintain and support assessment of student learning and accreditation at the program and university levels to ensure continuous improvement

## **II. STUDENT SUCCESS AND EXPERIENCE**

- A. Improve retention and graduation rates of all students; and decrease the gap in retention and graduation rates for underrepresented, Pell eligible and first generation students
  - 1. Expand student services that support underrepresented, Pell eligible, ACT score of 18 to 23, and first generation students (e.g. TRiO, Bears L.E.A.D., Access Programs, etc.)
  - 2. Continue to evaluate the most effective use of GEP 101 and realign program accordingly
  - 3. Develop the Center for Academic Success and Transition as a hub to coordinate collaboration among units working on student success initiatives
  - 4. Enhance advisement support for students (e.g. organized transfer advisement and registration periods, college proactive advisement programs, advisement for students nearing graduation, etc.)
- B. Expand leadership, community engagement and cultural development opportunities for students
  - 1. Host activities, events and speakers on campus with a focus on maintaining balanced political discourse and fulfilling the public affairs mission by encouraging ethical leadership, cultural competence, and community engagement
  - 2. Expand student participation in the Collaborative Diversity Conference
  - 3. Expand multicultural programming by increasing outreach and campus partnerships
  - 4. Expand the URSA engagement camp to include a session specifically for transfer students
  - 5. Expand opportunities for students to engage in high impact and experiential learning experiences
- C. Review and assess campus-wide career planning efforts and improve the successful career outcomes rate for recent graduates
- D. Expand financial literacy training for students

- E. Continue to implement alternatives to traditional print textbooks and course materials in an effort to reduce student expenses (e.g. StreamlinEd and other digital content)
- F. Increase visibility of intercollegiate athletics, performing arts, fine arts and other activities to enhance their impact on student, community and alumni experiences

### **III. DIVERSITY AND INCLUSION**

- A. Continue to increase numbers of underrepresented faculty, staff and students
  - 1. Require each division to create diversity hiring targets with large units encouraged to meet or exceed a 20 percent goal
  - 2. Improve personnel search process to mitigate unconscious and implicit bias
  - 3. Implement outreach and recruitment strategies that target underrepresented students
- B. Enhance campus and community culture and climate
  - 1. Continue cultural consciousness and competency development among faculty and staff
  - 2. Increase networking opportunities among diverse campus stakeholders
  - 3. Continue to assess results and implement recommendations from last climate survey and develop plans for next climate survey
  - 4. Continue community collaborations to promotion inclusion of diversity and cultural consciousness and competence
- C. Expand diversity and inclusion training for employees and students
  - 1. Evaluate opportunities for collaborative student diversity training
  - 2. Collaborate with human resources to implement diversity training for supervisors and managers
  - 3. Evaluate consistency of diversity and inclusion elements in curriculum across disciplines

### **IV. GLOBALIZATION**

- A. Continue implementation of the International Programs Recruitment Plan to sustain international student enrollment while diversifying countries and cultures represented on campus
- B. Pilot 2 + 2 undergraduate degree programs with partner universities in Asia and South America
- C. Sustain the number of students participating in study away programs



- D. Promote new opportunities for faculty to collaborate with international faculty on research, teaching and service programs
- E. Continue initiatives to promote interaction among international and domestic students, faculty and staff, and to promote global learning for all students

## **V. INFRASTRUCTURE**

- A. Complete construction of Hill Hall, Plaster Center (Phase 1), Woods House (Phase 1) and the Center for Academic Success and Transition at Meyer Library. Begin construction of a new residence hall and the Ozarks Education Center at Bull Shoals. Plan for the design and construction of continued renovations to Plaster Center and Woods House.
- B. Reach decision point on the IDEA Commons expansion project
- C. Take necessary measures to ensure the campus—including people, facilities, networks and data—remains safe, secure and accessible
- D. Maintain technology infrastructure to ensure reliable delivery of services and technologies
- E. Develop administrative software systems to serve as the foundation for effective and efficient business execution
- F. Implement established and emerging technologies to support academic programs
- G. Incorporate sustainability into campus operations and foster principles of environmental stewardship

## **VI. FUNDING**

- A. Advocate for increases in state funding through the state's performance funding model, workforce development opportunities, an equity adjustment and capital appropriations
- B. Maintain affordability by raising tuition and fees for in-state undergraduate students by no more than the increase in the consumer price index
- C. Improve compensation for faculty and staff
- D. Continue to increase and maintain efficiencies in the university's procurement practices and general operations to control costs
- E. Develop a comprehensive campaign to raise private funds and increase the endowment

- F. Maintain external funding at \$40 million or more annually through private support, grants, and sponsored contracts

## **VII. ATHLETICS**

- A. Compete for conference championships in men's basketball, women's basketball, baseball and volleyball
- B. Increase the total number of wins in football
- C. Contend for the MVC All-Sports Trophy
- D. Manage a balanced budget
- E. Increase revenue through season ticket sales, annual fund memberships, licensing and concessions
- F. Maintain a 3.0 overall grade-point average and a 930 APR score (with an aspirational goal of a 970 APR) in all sports
- G. Comply with all NCAA rules with no significant violations
- H. Enhance overall student service specifically as it relates to internships, jobs and career placement

## **VIII. WEST PLAINS**

- A. Improve student performance measures for retention, graduation and transfer rates, and successful course completion rates
- B. Stabilize enrollment
- C. Research the need for new technical and allied health programs in the West Plains region
- D. Evaluate and implement process improvements to improve funding, budget and workload issues
- E. Complete construction of the Hass-Darr Hall project and the amphitheater
- F. Continue to coordinate operations between the West Plains and Springfield campuses



**EXTERNALLY FUNDED RESEARCH & PROJECTS REPORT**  
**PREPARED BY THE OFFICE OF RESEARCH ADMINISTRATION**  
**FISCAL YEAR (FY) 2018**

Externally sponsored grants and contracts enhance the capacity for the University to achieve its mission through education, research, and service projects. External funding enables faculty and staff to address the needs of communities, schools, and businesses throughout southwest Missouri and beyond.

In 2017-2018, Missouri State University was awarded a record **\$26,051,086** to support projects in research, education and service. A total of 305 proposals were submitted.

2018

**SUMMARY OF SPONSORED RESEARCH & PROGRAMS ACTIVITY**

Key Indicators	FY2018 Activity	% Change from FY2017
Proposal Submitted	305	-20%
Funds Requested	\$56,948,022	5%
Named Investigators	110	-15%
Grants & Contracts Awarded	258	-9%
Funds Awarded	\$26,051,086	27%

**FY 2018 PROJECT HIGHLIGHTS**

Faculty and staff from across many areas of the University complete incredible and unique projects due in part to the external funding they receive. The following is a sampling of grants and contracts awarded in fiscal year 2018:

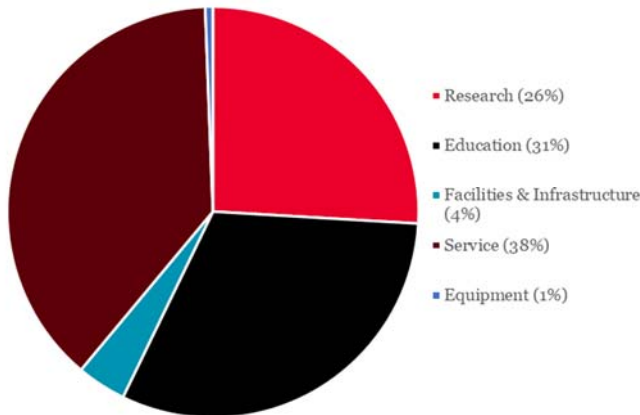
- **Joan Wright**, Coordinator of College Readiness Programs, received **\$422,265** from the **US Department of Education** through the Missouri Department of Elementary and Secondary Education for the Adult Education and Literacy Program. This program serves 12 sites within six counties, providing educational services for people preparing to take their high school equivalency test as well as students preparing for college readiness.
- **Kris Grbac**, Director of the Newborn Hearing Screening Project, and **Letitia White**, Department Head of Communication Sciences & Disorders, received **\$45,927** from the **Missouri Department of Health and Senior Services**. The purpose of the project is to provide the Missouri Department of Health and Senior Services Newborn Hearing Screening Program with audiological consultation services. Activities are designed to assist hospitals with maintaining quality newborn hearing screening programs and to provide the oversight office with audiological consult. In addition, MSU assists in development and provision for training materials for hospitals, service providers, DHSS staff and other public health entities.

- **Cyren Rico**, Assistant Professor, and **Richard Biagioni**, Professor, of the Chemistry Department, **Robert Pavlowsky**, Distinguished Professor, and **Gary Michelfelder**, Assistant Professor, of the Geography, Geology and Planning Department, and **Melissa Remley**, Assistant Professor, of the Environmental Plant Science and Natural Resources Department, received **\$156,918** from the **National Science Foundation**, for the Acquisition of Inductively Coupled Plasma Mass Spectrometry (ICP-MS) System at Missouri State University. Selection of the proposed instrument was made on the basis of the research demands of a diverse range of disciplines, the need to have an instrument that is also suitable for teaching, and consideration of purchase price and maintenance costs. The ICP-MS will be used in teaching and research training of over 400 undergraduate and graduate students each year and support multi-disciplinary research of several faculty members from MSU.
- **Ridwan Sakidja**, Associate Professor, Physics Astronomy & Materials Science, received **\$728,621** from the **U. S. Department of Energy**, National energy Technology Laboratory (NETL) program. The purpose is to develop innovative technology to enhance fossil power system efficiency.
- **Stephen Stapleton**, Director of the School of Nursing received **\$148,233** from the **Missouri State Board of Nursing** through the **Missouri Department of Higher Education** for the Nursing Education Incentive Program which will provide the resources to increase the integration of simulation experiences in the generic 4-year BSN Program and the BSN-DNP program. By increasing simulation experiences in the nursing program, inter-professional collaboration with other healthcare profession programs offered at MSU will also be increased
- **Chrystal Irons**, Director of the Small Business Technology & Development Center received **\$91,485** from the **U.S. Small Business Administration** through **The Curators for the University of Missouri** for the Portable Assistance Program. The purpose of this program is to help upskill incumbent workers and entrepreneurs to be more competitive in the advanced manufacturing sector and be a model for manufacturing growth to startup businesses and offering sustainability support to small businesses in South Central Missouri that are economically challenged.
- **Russell Brock**, Director of the Agency for Teaching, Leading & Learning , received **\$1,310,500** from the US Department of Education through the **Missouri Department of Elementary and Secondary Education** to fund several important projects including: the Regional Professional Development Center, Migrant English Language Learners, Special Education Improvement, IDEA Compliance, the Blindness Skills Specialist, Career Pathway Regional Consultant, and a Dyslexia Specialist, as well as other projects that are essential to education in Missouri.
- **Jill Patterson**, Coordinator for Title IX for the President, received **\$549,892** from the **US Department of Justice** for Project HEAL (Help, Educate, Advocate, and Listen) to coordinate campus prevention and response to sexual assault, dating and domestic violence, and stalking. The focus of this new consortium project is to ensure a coordinated community approach to these issues on the Missouri State University and Ozarks Technical Community College campuses in Springfield, Missouri.

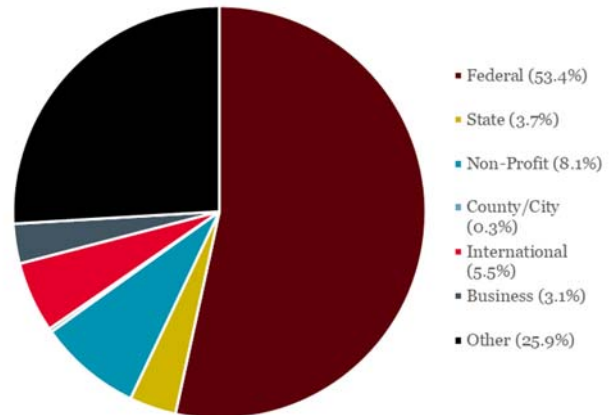
## FY 2018 EXTERNAL FUNDING SUMMARY & TRENDS

In FY2018, federal agencies remain the leading source of grants and contracts. Non-Profit and Other types of sponsors provide the next largest sources of funding. Our project types are diverse with a pretty even split between Research, Service and Education. This year there was an increase in awards from non-profit and business sponsors.

**AWARDS BY PROJECT TYPE**

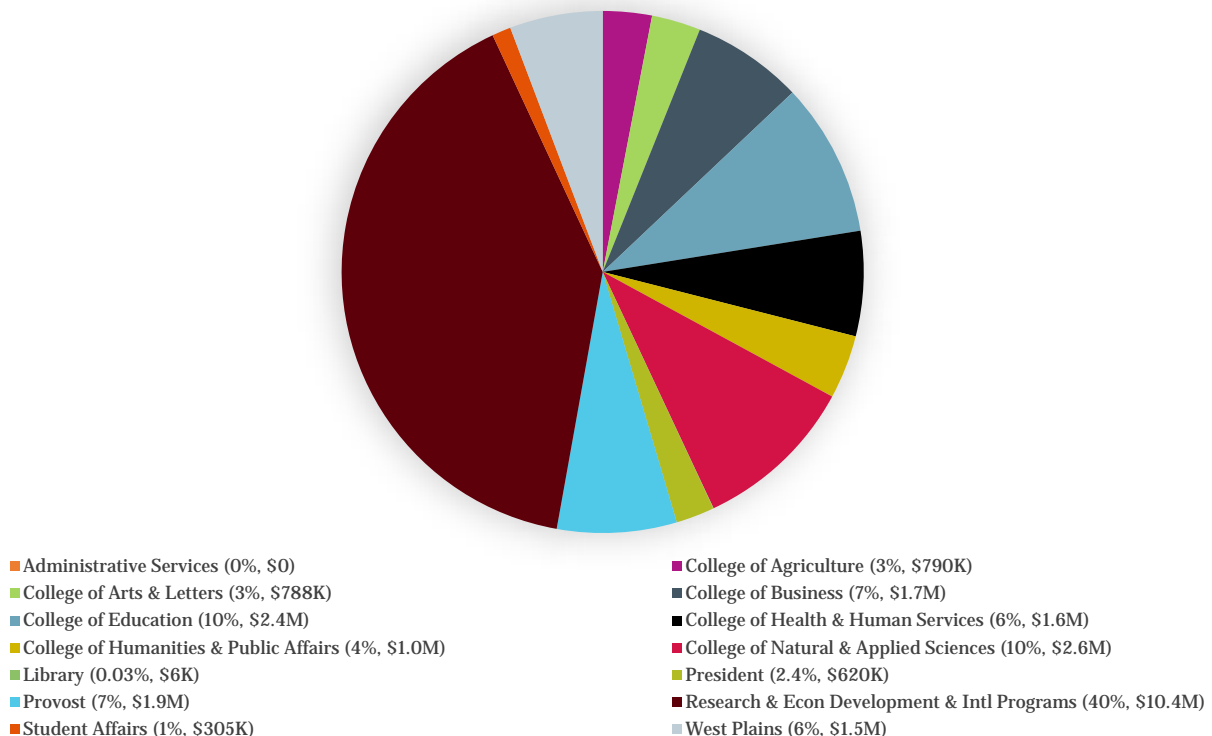


**AWARDS BY SPONSOR TYPE**



Eight of Missouri State's major units exceeded \$1 million in annual award funding, and University centers continue to be instrumental in acquiring external funding, with approximately \$13.2 million (51%) of the total funds awarded in FY 2018.

**AWARDS BY UNIT**



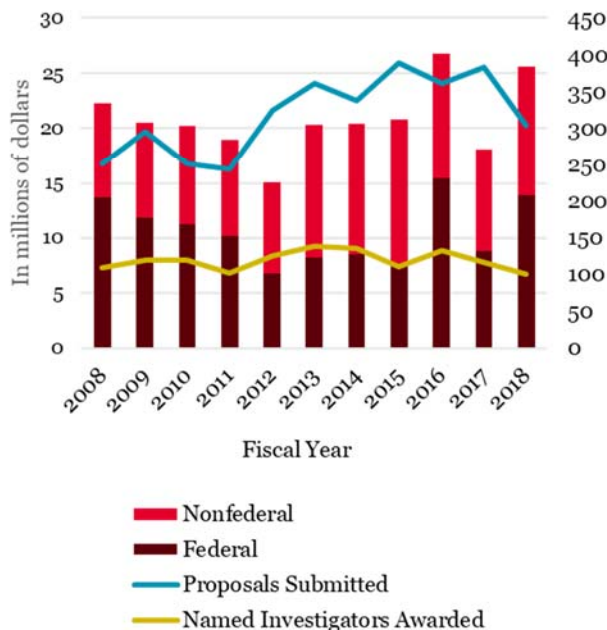
Missouri State University met its 2017-2018 Action Plan Research Administration goals:

- Maintain external funding through the Office of Research Administration at \$20 million or more annually (**\$26 million received for FY2018**)
- Maintain the number of grant and contract proposals submitted for external funding through the Office of Research Administration at 300 or more proposals (**305 proposals submitted for FY2018**)

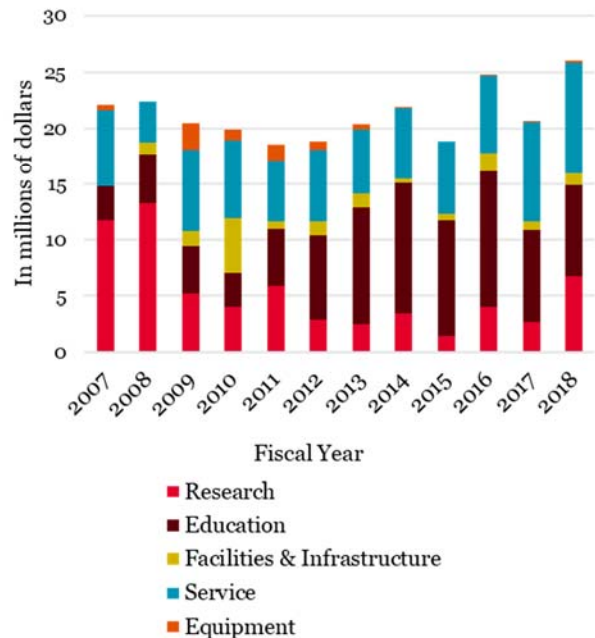
Over the last 5 years, faculty and staff have consistently submitted more than 300 proposals annually.

HISTORY OF SPONSORED RESEARCH & PROGRAMS ACTIVITY					
Fiscal Year	Proposals Submitted	Named Investigators Awarded	Total Awards	Total Requested (millions)	Total Awarded (millions)
2008	251	109	141	\$32.10	\$22.40
2009	296	119	196	\$48.30	\$20.90
2010	251	119	184	\$71.80	\$20.10
2011	244	101	153	\$65.70	\$18.70
2012	325	125	245	\$38.00	\$18.90
2013	362	138	289	\$32.40	\$20.10
2014	338	135	289	\$33.50	\$21.90
2015	389	111	297	\$52.70	\$19.00
2016	362	132	288	\$54.50	\$24.70
2017	383	117	285	54.20	20.50
2018	305	100	258	\$56.90	\$26.10

EXTERNAL FUNDING TRENDS



PROJECT TYPE HISTORY



## Missouri State University FY2018 Grant/Contract Activity by Unit

The numbers of faculty and staff applying and awarded grants and contracts by each unit is presented below. The College of Natural and Applied Sciences had the largest number (37) of faculty apply for external funding. The College of Health and Human Services had the largest number (44) of awards, based on credit sharing values. The Research, Economic Development, Center for Applied Science and Engineering unit obtained the highest value of funding (\$4.5M) of any center, department, or unit.

### Missouri State University FY 18 Grant/Contract Activity by Unit

Unit	# Applying		# Awarded		Credit Share*			Actual**		
	Staff	Faculty	Staff	Faculty	Grants / Contracts		Award	Grants / Contracts		Award
					Submit	Awards	\$	Submit	Awards	\$
Administrative Services	1	0	0	0	1	0	\$ -	1	0	\$ -
College of Agriculture	1	7	1	7	21	21	\$ 286,564	18	16	\$ 255,181
Center for Grapevine Biotechnology	0	1	0	1	3	2	\$ 84,964	2	2	\$ 84,964
Mid-America Viticulture & Enology Center	2	1	2	1	7	8	\$ 450,116	6	7	\$ 450,116
College of Arts & Letters	0	4	0	3	4	3	\$ 582,241	2	3	\$ 582,241
Center for Dispute Resolution	0	1	0	1	5	5	\$ 57,728	5	5	\$ 57,728
Center for Writing in College, Career, & Community	3	1	2	1	14	11	\$ 148,765	9	7	\$ 148,765
College of Business	0	1	0	1	4	4	\$ 1,763,325	4	4	\$ 1,763,325
Center for Project Innovation & Management	0	0	0	1	0	1	\$ 30,000	0	1	\$ 30,000
College of Education	2	8	2	5	18	15	\$ 979,850	17	15	\$ 979,850
Agency for Teaching, Leading and Learning	2	1	0	1	10	7	\$ 1,502,288	8	7	\$ 1,502,288
Institute for Play Therapy	0	0	0	0	0	0	\$ -	0	0	\$ -
Institute for School Improvement	0	0	0	0	0	0	\$ -	0	0	\$ -
College of Health & Human Services	2	21	3	17	47	44	\$ 1,748,943	37	34	\$ 1,692,207
Center for Research & Service	0	0	0	0	0	0	\$ -	0	0	\$ -
College of Humanities & Public Affairs	0	5	0	1	6	2	\$ 421,875	5	2	\$ 421,875
Center for Archaeological Research	2	1	2	1	18	15	\$ 608,179	12	10	\$ 608,179
Center for Community Engagement	0	0	0	0	0	0	\$ -	0	0	\$ -
Center for Economic Research	0	0	0	0	0	0	\$ -	0	0	\$ -
Center for Social Science & Public Policy Research	0	0	0	0	0	0	\$ -	0	0	\$ -
College of Natural & Applied Sciences	2	37	0	17	71	26	\$ 1,589,038	53	22	\$ 1,608,421
Bull Shoals Field Station	0	1	0	1	4	4	\$ 18,685	4	4	\$ 18,685
Center for Resource Planning & Management	3	0	3	0	15	16	\$ 624,580	11	11	\$ 624,580
Ozark Environmental Water Research Institute	1	1	1	1	12	10	\$ 365,365	9	8	\$ 377,365
Diversity & Inclusion	1	0	0	0	1	0	\$ -	2	0	\$ -
Graduate College	0	0	0	0	0	0	\$ -	0	0	\$ -
Information Services	0	0	0	0	0	0	\$ -	0	0	\$ -
Library	1	4	0	2	6	2	\$ 6,555	4	2	\$ 6,555
President	1	0	1	0	2	3	\$ 620,368	2	3	\$ 620,368
Provost	2	2	1	2	9	7	\$ 736,699	9	7	\$ 736,699
Ozarks Public Health Institute	0	1	0	1	11	10	\$ 887,107	11	10	\$ 943,843
Southwest Missouri Area Health Education Center	1	0	1	0	7	7	\$ 249,618	7	7	\$ 249,618
Research & Economic Development	4	0	4	0	24	24	\$ 2,261,725	20	20	\$ 2,261,725
Center for Applied Science & Engineering	4	0	4	0	12	13	\$ 4,455,740	8	9	\$ 4,455,740
Center for Biomedical & Life Sciences	0	1	0	1	7	8	\$ 162,359	7	8	\$ 162,359
International Leadership & Training Center	1	0	1	0	4	4	\$ 2,241,433	4	4	\$ 2,241,433
Jordan Valley Innovation Center	1	0	1	0	9	9	\$ 1,004,935	9	9	\$ 1,004,935
Small Business Development & Technology Center	1	0	1	0	6	8	\$ 356,010	6	8	\$ 356,010
Student Affairs	1	0	2	0	1	3	\$ 305,373	1	3	\$ 305,373
West Plains	4	4	5	2	13	11	\$ 1,500,658	12	10	\$ 1,500,658
<b>TOTAL</b>	<b>43</b>	<b>103</b>	<b>37</b>	<b>68</b>	<b>372</b>	<b>303</b>	<b>\$ 26,051,086</b>	<b>305</b>	<b>258</b>	<b>\$ 26,051,086</b>

\* **Credit Share** - divides the proposals/awards between the PI's, therefore proposals/awards may be reflected in the totals more than once.

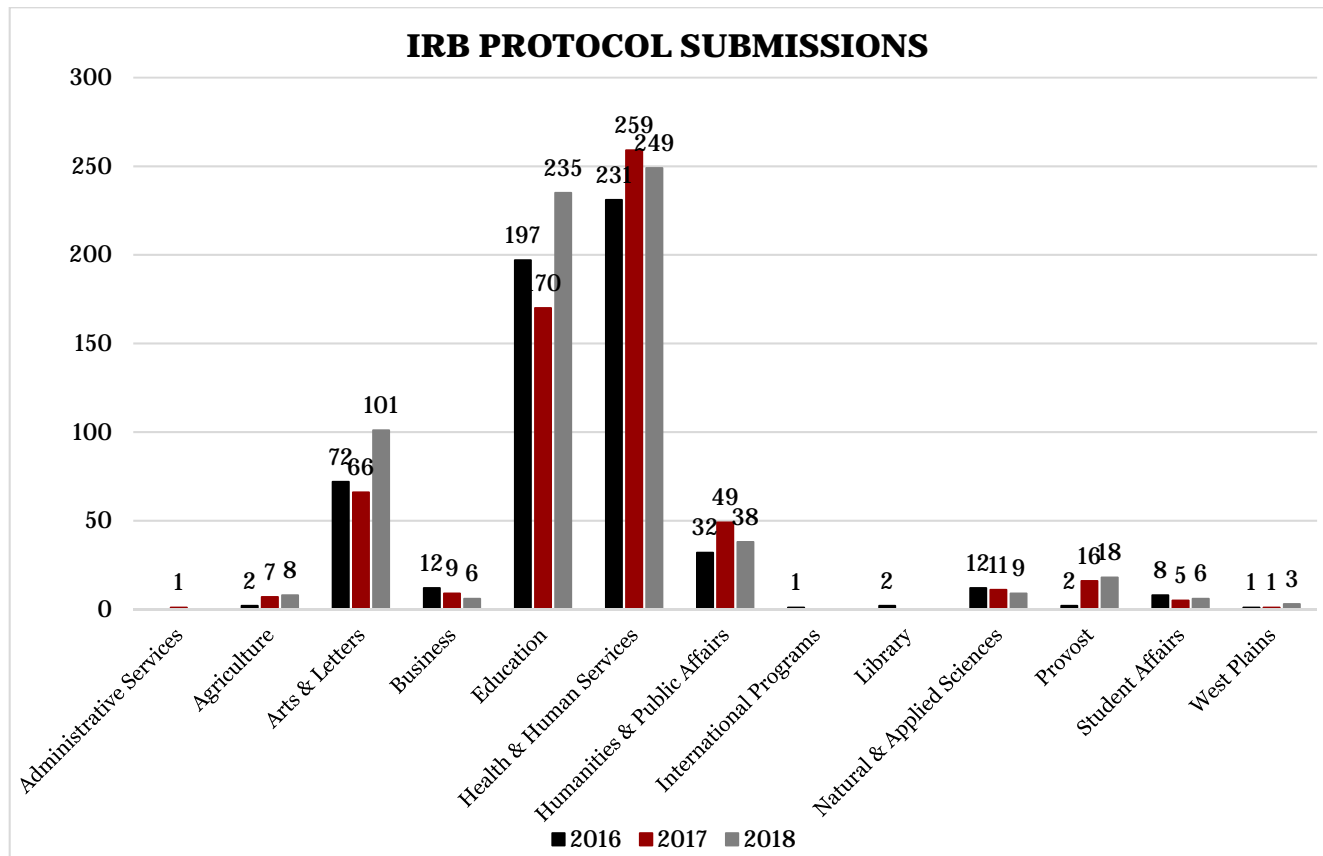
\*\* **Actual** - proposals/awards will only be shown in the originating unit.

## FY2018 OFFICE OF RESEARCH ADMINISTRATION (ORA) HIGHLIGHTS

The ORA continues to support faculty and staff in their pursuit of external funding, in addition to considering ways to improve their support of faculty and staff. The ORA offered monetary support for travel in 2018 to send more faculty and staff to conferences focused on grant writing, legislative visits, and meetings with federal and private agencies and program officers. It is the intent of the ORA that these funds are a small investment for more proposals being submitted and hopefully funded in the future.

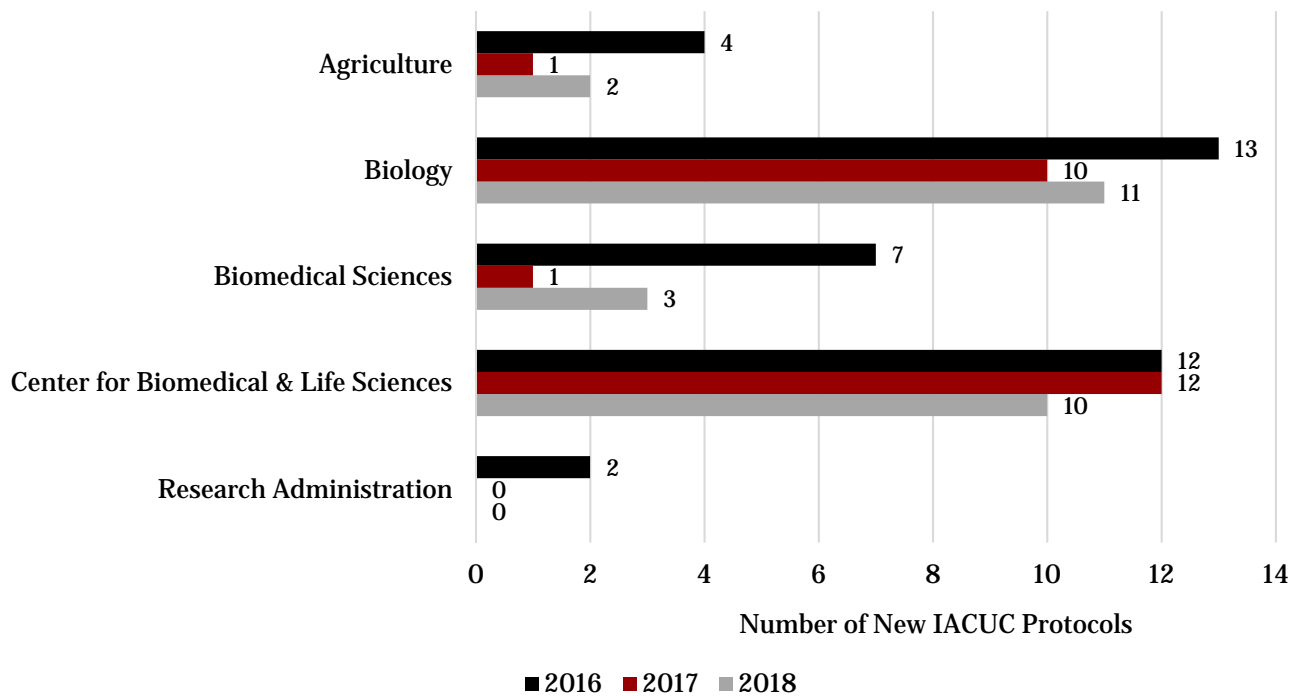
The ORA is also responsible for research compliance in the areas of human subjects research, animal subjects research, radiation safety, biosafety, export control, responsible conduct of research, conflict of interest, and research misconduct.

The research compliance committees, Institutional Review Board (IRB) and Institutional Animal Care and Use Committee (IACUC), are responsible for reviewing and approving human subjects and animal subjects research, respectively. In FY2018, the IRB reviewed 673 applications and the IACUC reviewed 26 new applications. The following charts provide information on submissions that occurred in FY2018, in addition to the totals from FY2016 and FY2017 for comparison.





## IACUC PROTOCOL SUBMISSIONS



**MORE INFORMATION**

**VISIT OUR WEBSITES:**

[missouristate.edu/research](http://missouristate.edu/research)

[ora.missouristate.edu](http://ora.missouristate.edu)

**CONTACT:**

Office of Research Administration  
[researchadministration@missouristate.edu](mailto:researchadministration@missouristate.edu)  
 417.836.5972

IX.B.

**Report of Gifts  
to the  
Missouri State University Foundation  
Monthly and Year-to-Date**

	Year	MONTHLY						YEAR-TO-DATE		
		Designations under \$1,000		Designations \$1,000 and over		Totals for June		Running Totals		Year
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	
<b>Annual Gifts</b>	FY 17	4,664	\$223,390	160	\$644,590	4,824	\$867,980	54,046	\$7,273,547	FY 17
	<b>FY 18</b>	5,174	\$186,685	137	\$610,519	5,311	\$797,204	62,032	\$6,891,587	<b>FY 18</b>
<b>Special Campaigns</b>	FY 17	55	\$7,077	17	\$267,361	72	\$274,438	1,485	\$5,669,324	FY 17
	<b>FY 18</b>	32	\$5,949	18	\$229,022	50	\$234,971	2,029	\$5,564,881	<b>FY 18</b>
<b>One Time Gifts</b>	FY 17	0	\$0	20	\$352,037	20	\$352,037	122	\$6,595,717	FY 17
	<b>FY 18</b>	0	\$0	6	\$105,777	6	\$105,777	161	\$9,077,606	<b>FY 18</b>
<b>TOTALS</b>	FY 17	4,719	\$230,467	197	\$1,263,988	4,916	\$1,494,455	55,653	\$19,538,588	FY 17
	<b>FY 18</b>	5,206	\$192,634	161	\$945,318	5,367	\$1,137,952	64,222	\$21,534,074	<b>FY 18</b>

**MISSOURI STATE UNIVERSITY FOUNDATION  
INCOME SUMMARY TOTALS BY TYPE AND SOURCE  
07/01/2017 TO 06/30/2018**

SOURCE	UNRESTRICTED CURRENT	RESTRICTED CURRENT	ENDOWMENT	GIFTS OF PROPERTY	NON-GIFT INCOME*	TOTAL 7/1/2017 TO 06/30/2018	TOTAL 7/1/2016 TO 06/30/2017
ALUMNI	\$86,101	\$2,774,742	\$1,029,988	\$520,738	\$114,891	<b>\$4,526,460</b>	\$4,373,907
FRIENDS	26,254	2,396,935	462,128	163,002	73,968	<b>\$3,122,287</b>	3,796,663
PARENTS	3,493	258,573	15,925	615	9,100	<b>\$287,706</b>	197,470
FOUNDATIONS	6,042	1,283,430	18,700	0	750	<b>\$1,308,922</b>	1,358,207
ORGANIZATIONS	3,664	506,274	2,658,104	2,540,837	600	<b>\$5,709,479</b>	1,973,765
BUSINESSES	19,509	3,842,955	197,116	2,208,740	310,900	<b>\$6,579,220</b>	7,838,576
<b>GIFT TOTAL</b>	<b>\$145,063</b>	<b>\$11,062,909</b>	<b>\$4,381,961</b>	<b>\$5,433,932</b>	<b>\$510,209</b>	<b>\$21,534,074</b>	<b>\$19,538,588</b>

*\*Per the Tax Cuts and Jobs Act, the US Tax reform bill signed into law effective in 2018, income recieved from athletics seat assessments and suites are no longer tax deductible.  
Income received since 1/1/2018 for seat assessments and suites is included in this column.*

**DEFERRED GIFT COMMITMENTS**

	UNRESTRICTED CURRENT	RESTRICTED CURRENT	ENDOWMENT	GIFTS OF PROPERTY	TOTAL 7/1/2017 TO 06/30/2018	TOTAL 7/1/2016 TO 06/30/2017
DEFERRED GIFTS	0	7,802,000	700,000	0	<b>\$ 8,502,000</b>	<b>\$ 333,002</b>

GRAND TOTAL FOR TESTAMENTARY GIFTS YET TO BE RECEIVED: \$ 39,850,000

	NUMBER OF DONORS 7/1/2017 TO 06/30/2018	NUMBER OF DONORS 7/1/2016 TO 06/30/2017
ALUMNI	<b>6,085</b>	6,848
FRIENDS	<b>11,954</b>	11,641
PARENTS	<b>1,480</b>	1,540
FOUNDATIONS	<b>54</b>	56
ORGANIZATIONS	<b>219</b>	177
BUSINESSES	<b>1,106</b>	1,030
<b>TOTAL</b>	<b>20,898</b>	21,292

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 this regular meeting 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(11) and (12). “Specifications for competitive bidding...;” and “Sealed bids and related documents...;”
- G. R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...;”
- H. R.S.Mo. 610.021(14). “Records which are protected from disclosure by law;” and
- I. R.S.Mo. 610.021(17). “Confidential or privileged communications between a public governmental body and its auditor,...”

VOTE: \_\_\_ AYE

\_\_\_ NAY