University of Central Missouri Board of Governors Plenary Session September 17, 2008

The University of Central Missouri's (UCM) Board of Governors convened a Plenary Session on Wednesday, September 17, 2008, at 8:00 a.m. in Union 237B on UCM's main campus in Warrensburg, Missouri. Presiding over the meeting was Board President Richard Phillips. Other Board members in attendance were Governors Walt Hicklin, Weldon Brady, Deleta Williams, Lawrence Fick, and Ryan Sanders. Governor Edward Baker participated via conference call. Others in attendance were University President Aaron Podolefsky and Assistant Secretary to the Board Monica Huffman.

Plenary Session

Call to Order - Agenda Item No. 1

Mr. Phillips called the meeting to order and determined that a quorum was present to conduct business.

Request for Closed Session

Mr. Fick moved that the Board of Governors pursuant to RSMO 610.021, go into closed session for the purpose of discussing pending contracts. The motion was seconded by Ms. Williams and passed with the following roll call vote:

Walter Hicklin	aye	Deleta Williams	aye
Weldon Brady	aye	Richard Phillips	aye
Lawrence Fick	aye	Edward Baker	aye

The Board resumed meeting in Plenary Session at 9:00 a.m. and were joined by a number of constituents from the campus. Governor Baker was unable to participate in the remainder of the meeting and was excused. It was determined that a quorum was still present to conduct business.

Remarks by the Board President – Agenda Item No. 2

Mr. Phillips stated the Board met during the summer months to review items related to the organization of the Board. During this time, the committee structure for the 2008-2009 academic year was established as follows:

Academic Affairs

Walter Hicklin, Chair Richard Phillips, Member Administration & Finance Lawrence Fick, Chair

Weldon Brady, Member

Student & Alumni Affairs Deleta Williams, Chair

Walter Hicklin, Member Ryan Sanders, Member

He also advised that a Facilities, Management & Planning ad hoc committee was established. Ed Baker and Weldon Brady will serve on this committee, which will be chaired by Mr. Baker. Additionally, Mr. Brady and Mr. Fick will jointly represent the Board of Governors on the Foundation Board.

Mr. Phillips stated that the Board is planning a formal recognition of Governor Williams in October, but thanked her for her leadership as Board President over the past year. He also announced that the Board granted former Board member Michelle Wimes Governor Emeritus status.

Mr. Phillips recognized graduate students at the meeting from the Governance in Finance in Higher Education class. He also acknowledged the upcoming retirement of Coach Peggy Martin. Mr. Phillips reviewed a number of upcoming campus activities and encouraged Board and staff participation as schedules permit. He thanked Governor Sanders for inviting Board members to yesterday's SGA meeting and noted that Governors Williams, Hicklin, Fick, and Phillips attended the meeting.

Remarks by the University President – Agenda Item No. 3

President Podolefsky also thanked Ms. Williams for her leadership during the past year. He announced that for the second straight year, *U.S. News & World Report* and *The Princeton Review* acknowledged UCM as among the best universities in the Midwest, and said this is a reflection of the faculty and staff's hard work. UCM was also listed as the number one master's level university in the Midwest with the lowest student debt upon graduation. The latest issue of *Ingram's Magazine* was distributed to the Board and includes coverage of an economic summit held between 30 universities and colleges in the Kansas City metropolitan area. The event was co-hosted by *Ingram's* and UCM, and was chaired by President Podolefsky.

President Podolefsky reminded the Board that on Friday, September 19, UCM will host a gathering at the Guadalupe Center in Kansas City, Missouri where UCM administrators and Deans will meet with representatives from a number of different Hispanic organizations in an effort to continue building relations within the Hispanic Community. He invited Board members to attend this meeting and the Nursing Program's open house at Central Summit Center immediately following the Kansas City event.

President Podolefsky announced he has established a President's Commission on Sustainability and that letters inviting individuals to serve have been sent. The Commission will be chaired by Dean Alice Greife. Finally, the airport grading will begin on October 6 at SkyHaven Airport.

Recognition of the Employee of the Quarter – Agenda Item No. 4

Dr. Roberts introduced the Employee of the Quarter, Susie Mysiewicz, Accountant 1. Susie's recognition is a result of the positive attitude, dedication and high level of professionalism she consistently demonstrates in her work with campus constituents. She was also recognized for the support that she provides in her off-time to the Jennies and Mules in preparing food for the teams to take on the road when they are traveling. Ms. Mysiewicz received the Board's congratulations and was presented a plaque by President Podolefsky.

Recognition of the Team of the Quarter – Agenda Item No. 5

Dr. Roberts introduced the Team of the Quarter – the University Store Inventory Team. This recognition is the result of team members performing the store's physical inventory at the close of the fiscal year. In past years, the inventory was conducted by a third party. By conducting the inventory themselves, staff saved time auditing/correcting the work performed by the third party, and were able to reopen the store in time for freshmen orientation visitors. Team members included Oluwaseun Bamgbose, Nancy Sue Bartley, Andrew Buckley, Shelly Burrows, Galen Cobb, Joshua Couture, Rebecca Dellheim, Paul Earls, Cheryl Gaela, Antje Gole, Christi Hampton, Donald Hasso, Sarah Highfill, Michael Hopkins, Krista Horton, Kirsten Jackson, Elise Johnson, Rei Kato, Jordon Lay, Jon Little, Josephine Long, Susan Malott, Marilyn Martin, David McCormack, Wanda McKinnis, Mark Meyer, Tia Milburn, Donald Miller, Lucas Monroe, Christine Morton, Johnathan Morton, Cody Murphy, Taylor Olson, Charlie Rutt, Megan Schibi, Robert Schneider, Tina Schneider, Deanna Stewart, Diane Ward, and Jocelyn Wiggins. The Board extended its congratulations to the team, and team members were presented certificates of appreciation by President Podolefsky.

General Session

Minutes of the June 18, July 11, August 21, and August 28, 2008, Board of Governor Meetings – Agenda Item No. 6

Mr. Fick moved that the minutes of the June 18, July 11, August 21, and August 28, 2008, Board of Governors meetings be approved. The motion was seconded by Mr. Brady, who also noted a correction was needed to the motion listed for agenda item no. 17 of the June 18, 2008, Plenary Session minutes. The minutes as submitted reflect Mr. Hicklin both making and seconding the motion. The motion passed with the noted correction to the June 18, 2008, Plenary Session minutes.

Reports

Governance Groups Written Reports – Agenda Item No. 7

Mr. Phillips referred the Board to Tab 4 of the meeting materials, which included written reports from the governance groups (Attachment 1).

<u>Final Design Plans for Morrow-Garrison/Student Recreation Center</u> - Agenda Item No. 8

Dr. Roberts introduced Mr. Dennis Straight, Principle, and Mr. Dan Zeller, Project Manager, of Gould Evans Architects, the architectural firm working with UCM on the design plans for the Morrow-Garrison/Student Recreation Center.

Mr. Straight said Gould Evans last met with the Board on June 18 to present the schematic design for the new center. Since that time, they have been working on the final design, which he said was a refinement of the design presented in June. Since the June Board meeting, there have been a series of ongoing committee meetings and discussions with faculty and staff to work through the design details.

Mr. Straight reviewed the proposed final design plans for the Morrow Garrison/Student Recreation & Wellness Center with a Power Point presentation (Attachment 2).

Following the presentation, Mr. Straight said efforts were made to fulfill the university's commitment to a green and environmentally friendly building. The design includes a geothermal heating and cooling system; reuse of much of the existing building space; and use of natural light to light the building throughout the daytime hours, preserving the use of artificial light for the evening hours. Mr. Straight said consideration is being given to using a cistern and other strategies in order to allow the building to exceed the silver level (an intermediate level of the lead measurement program) and move into the gold level category.

Adjustments had to be made to the schematic design estimate. This was done in consultation with all the building users in order to maintain the programmatic objectives of the building. The <u>total</u> project budget is \$36 million, with \$28 million of the amount allocated for construction. The <u>overall</u> project estimate is \$36,072,230, which is slightly over the total project budget, but well within a reasonable target for being on budget. Mr. Straight explained that the \$36 million total project budget includes a \$3 million contingency for completing documents, issuing the bid, and other project contingencies through the construction phase. The timeline provided would have the academic segments of the building available for use in Fall 2010 and the recreational center segments available for use a few months later. A groundbreaking ceremony is

Planned for early next year, with construction commencing in March 2009. The work on the east side of Highway 13 for the east field is anticipated to be completed during summer 2009.

Mr. Brady asked if a cistern on the south side of Garrison would be listed as an option in the bidding. Mr. Straight stated that at this point in time, it would be listed as an option in the bidding. If the bids come in favorably, the cistern could be incorporated into the project budget. Mr. Brady noted the soft costs are 25 percent of the project and asked what this included. Mr. Straight said much of this is furnishings and equipment for the new center, as well as furnishings for classrooms and office space. The consultant fees, the construction management team, testing for technology equipment, security systems, and a variety of other things are also included as soft costs.

Mr. Hicklin said that when the schematic design was presented in June, two of the courts in Morrow Gymnasium were designated solely to student recreation. The design presented today indicates these courts will <u>not</u> be available for student recreation during daytime hours. Mr. Straight acknowledged this change and said the drawings show one of the courts under the domain of the Health and Human Performance (HHP). He said the intent is for the gymnasium to be accessible for intramurals and student recreation after 5:00 p.m. Although only one court falls under HHP, it made more sense to designate the entire gym as shared because when a class is being held during the academic day, it is not feasible with the gym's acoustics to hold other activities simultaneously. It was suggested that a drop curtain be used, but Mr. Straight said this would not address the acoustics. A drop curtain could be installed for use in separating the gymnasium into two spaces for recreation, and when agreeable to all parties, it could be used to hold academic and recreational events simultaneously.

It was noted that the academic department and recreational staff were in agreement with this change. Mr. Hicklin asked if the students were agreeable to it. Ms. Beth Rutt stated that the student representatives on the committee were agreeable to the change, as were all other committee members representing intramurals and academics. Mr. Brady asked who chaired the committee. Dr. Roberts said that she coordinated all of the administrative aspects of the design and building processes and Dr. Morrell and Dean Sluder co-chaired the building program committees. Mr. Brady asked if both were in concurrence with the changes made. Dr. Morrell and Dean Sluder had an opportunity to address the Board and acknowledged that although the process entailed a lot of hard work with agreement/disagreement on different issues, all in all it was a very collaborative and rewarding experience that resulted in agreement by all.

Mr. Hicklin stressed the importance protecting the students' interest since they are providing \$20+ million for the project. President Podolefsky stated that the cost centers for nutrition, HHP and the student recreation center are being carefully monitored to ensure that each area pays only for those costs related to their respective areas.

Modifications resulting in the reduction of square footage had to be made to the schematic design as a result of rising construction costs; the goal is to maximize space for everyone using the funds available to them, thus the reason for some overlapping space.

Mr. Sanders asked for an estimate of the square footage being renovated and newly constructed. Mr. Zeller stated that approximately 93,000 square feet is renovation; 33,500 square feet is new construction; and the addition of a mezzanine is approximately 6,500 square feet. Mr. Sanders expressed excitement about the project and said he believes the students will receive great benefits from the facility. This will be a great addition to the university and to the footprint the university has in the state.

Ms. Williams moved that the Board of Governors approve the final design plans for the Morrow-Garrison/Student Recreation Center. The motion was seconded by Mr. Fick and passed with a unanimous vote.

The Board took a short recess at 10:00 a.m. and resumed meeting at 10:10 a.m.

<u>University Advancement Update</u> - Agenda Item No. 9

Dr. Paul Page asked Ms. Jenne Vanderbout and Mr. Joe Kremer to provide updates in the areas of Alumni and Development.

• Alumni- Ms. Vanderbout provided an overview of Alumni Affairs. The Alumni Association Board of Directors is diverse in its representation of the colleges, different age groups, and regions both in and out of state. Its size has increased from 12 to 19 members with two positions designated to alums that have graduated in the past 10 years. The Board has moved from being a friendraising Board to one that views itself as integral to the direction the university is moving. It has implemented a strategic planning process with goals that will be aligned with the university's strategic plan. The Association's previous focus was on connecting alums through events. Today's focus is to engage alums in the university. Events are still held, but are more intentional.

Other alumni initiatives include the alumni magazine *today* and the creation of the Mule Lead Team program. Ms. Vanderbout distributed a flyer explaining the program along with geographic maps of where UCM alums reside in the United States (Attachment 3). After going live with Banner the Association implemented data clean up procedures in order to improve the database that currently has good contact information for 75,000 alums. Of this number, UCM has 20,000 good e-mail addresses, which has increased from 6,000 in 2004. A five-year regional plan for future visits is being developed, and a monthly e-newsletter will soon been implemented.

Ms. Vanderbout said Alumni staff has been assigned to every area of campus where a connection with alums could be established. Future plans include implementing the Association's strategic plan, increasing engagement opportunities for alums, and becoming better acquainted with them.

• Development – Mr. Kremer stated that in 2008, the Foundation brought in \$3.9 million, which was a 24% increase over 2007; received cash with no gifts-in-kind in the amount of \$3.3 million, a 38% increase over 2007; saw a 5% increase in scholarship dollars and a 13% increase in dollars raised by Broadcasting. Unrestricted giving is parallel to what was given at this time in 2007. Mr. Kremer said the status of the market causes some concern for this year's projections; however, it is a good time for friendraising. The Development Office developed a vision statement along with goals and objectives for each of the units. The vision statement is "To become a model university advancement program which inspires the culture of philanthropy, encourages teamwork, and fosters relationships in pursuit of advancing and strengthening the mission and goals of the University of Central Missouri."

Mr. Kremer said consultants worked with the Board this past spring. Results of an exercise conducted with the Foundation Board included – (1) The Foundation Board's primary responsibility is directly and indirectly raising money to support the university; (2) a major responsibility of the President's position is fundraising; however, he must be judicious with his time ensuring the oversight of the university's operations is not endangered; (3) the Board of Governors has a dual role to provide governance and oversight, as well as being visible and having an active role in external affairs; and (4) the Advancement group should develop a results-oriented plan that incorporates accountability. Mr. Kremer said there are plans for units to measure their success over the next couple of years.

Development officers have been reclassified to major gift officers. Their work will focus on securing significant support for the university. They will continue working for their assigned colleges within their general regions, which make up 82% of UCM's constituents, but will expand their focus to also work with the remaining 18% of UCM constituents that are outside of the immediate area. Mr. Kremer said that last year, 11 individuals were discovered outside of the region as having the capability and inclination to make significant gifts to the university.

Mr. Kremer said that UCM's campaign consultant indicated UCM needs to identify 100 significant donors that could be interviewed for a campaign feasibility study. The efforts noted above will result in more contacts both in and outside of the region, and help UCM in its efforts to one day conduct a comprehensive capital campaign. An outside firm was hired to review and screen

Development's database for indicators of individuals who have the potential and propensity to give. Development is also implementing a more comprehensive planned giving program to introduce to constituents ways that they can help support the university.

Mr. Brady asked Mr. Kremer to elaborate on the capital campaign and the work of the consultant. Mr. Kremer said that the firm of Bentz, Whaley, Flessner was hired to help guide the university in preparing for a capital campaign. Results show more work is needed before a feasibility study can be conducted. UCM will move slowly to ensure that all of the preparation required for a successful capital campaign is done.

Mr. Phillips thanked Mr. Kremer for all of his hard work and stepping into the role of Interim Executive Director following Mr. Cowan's death.

<u>Campus Technology Report</u> – Agenda Item No. 10

Dr. Russell Helm provided an overview of the campus technology report he distributed (Attachment 4). Of particular note was that UCM's Information Services (IS) backs the network up to tape and stores them in a vault on campus. One to two times per week tapes are moved to a tape back-up facility at Central's Summit Center in Lee's Summit, Missouri.

Mr. Phillips asked to what extent Information Services has been involved with the planning of the Morrow-Garrison/Student Recreation and Wellness Center. Dr. Helm said IS has participated in each of the project's planning committees, and has provided information technology standards to the architects to ensure IS can support the technology needs of the facility.

Intercollegiate Athletics – Agenda Item No. 11

Mr. Jerry Hughes distributed and reviewed a handout listing the accomplishments of UCM's 2007-2008 Athletics Program (Attachment 5).

Following the report, Mr. Sanders asked for an update on the installation of bleachers in the Multipurpose building. Mr. Hughes said the old bleachers have been removed from the north and south sides of the Multipurpose building and abatement of the synthetic surface between the track and the wood floor on the south side is complete. The leveling process for the floor has begun and cement will soon be poured to cover the area. Steel is being welded into place on the south side to provide bracing for the new bleachers. The new bleachers should arrive the first week in October and installation should be completed by November 1.

Mr. Hughes said with the closing of Morrow-Garrison, a large number of students have used the Multipurpose facility. He noted that President Podolefsky has provided additional resources to help support keeping the building open until midnight Sunday through Thursday for intramurals and other student activities.

Diversity Initiatives/Community Engagement Update - Agenda Item No. 12

Dr. Sonny Castro referred the Board to Tab 6 of the meeting materials, which contained an extensive report of UCM's diversity and outreach initiatives, as well as Community Engagement activities (Attachment 6). He highlighted many of the items listed in the briefing paper.

Dr. Castro announced that Christopher Gardner has agreed to be the keynote speaker for the *MLK Freedom Scholarship Dinner* in January 2009. Mr. Gardner's story is portrayed by actor Will Smith in the movie *The Pursuit of Happiness*. Dr. Castro also announced that the results of the Campus Climate Study conducted last spring will be ready sometime in October. President Podolefsky commended Dr. Castro and his staff, as well as Monica Huffman for their outreach work in Kansas City.

Consent Agenda

(Agenda Item No. 13)

Mr. Phillips explained the consent agenda, noting that any Board member could request an item be removed for greater discussion. No requests was made to remove items from the consent agenda.

Mr. Hicklin moved that the Board of Governors approve the recommended actions listed in the briefing papers included under Tabs 7-10 (Attachments 7-10) of the meeting materials related to (1) ratification of BOG Policy 2.1.020 – Sick Leave and Personnel Leave Policies; (2) purchase of Advanced Aviation Training Device; (3) revisions to BOG Policy 4.1.010 – Approval of Contracts, Real Estate and Capital Projects Policy; and (4) 2009 Board Meeting Schedule. The motion was seconded by Mr. Brady and carried unanimously.

Board Committee on Academic Affairs

Mr. Hicklin, Chair of the Board Committee on Academic Affairs, reported that the committee met yesterday afternoon. He asked Provost Wilson to present the following agenda items.

BSBA/MA in Accountancy – Agenda Item No. 14

Provost Wilson referred the Board to Tab 11 of the meeting materials, which contained a briefing paper recommending approval of a combined BSBA/MA degree program in Accountancy (Attachment 11).

Mr. Hicklin moved that the Board of Governors approve a combined BSBA/MA degree program in Accountancy. The motion was seconded by Mr. Fick and carried unanimously.

BA in Philosophy – Agenda Item No. 15

The Board was referred to Tab 12 of the meeting materials, which contained a briefing paper recommending approval of a Bachelor of Arts degree in Philosophy (Attachment 12).

Mr. Hicklin moved that the Board of Governors approve the establishment of a Bachelor of Arts degree in Philosophy. The motion was seconded by Ms. Williams and carried unanimously.

Mr. Hicklin asked Provost Wilson to explain the process used for the five-year review of academic programs. Provost Wilson explained that a formal internal review of all academic programs is conducted every five years. The reviews are primarily conducted through the Academic Planning Committee (APC) which consists of approximately 20 faculty members and academic administrators. The reviews are scheduled in advance and done on a quantitative and qualitative basis. Institutional Research provides data to departments related to their programs each year. This data combined with the departments' personal knowledge of their programs is put into standardized reports that are reviewed by the APC using three primary elements – (1) academic quality, (2) resource utilization, efficiency and needs; and (3) contributions of the program to the university's mission and objectives. When the APC completes its review, they prepare a report that includes the Provost's recommendation. The report and the recommendation then becomes the basis for future action planning regarding program changes and resources.

Mr. Phillips stated that Dr. Grelle shared some other interesting information with the committee related to the pass rates for the College-Base Exam for Teachers. Mr. Hicklin said the information provided by Dr. Grelle showed UCM's pass rate on the first attempt for all five tests was 61.7% of all students taking the test. In comparison, the statewide average in this category was 58.6%. In reviewing the pass rate in each of the individual test categories, UCM exceeded the state average.

Board Committee on Administration & Finance

Mr. Fick, Chair of the Board Committee on Administration and Finance, reported that the committee met Tuesday afternoon to review the items being presented as part of the committee's report. He asked Dr. Roberts to come forward to present the following agenda items.

Student Recreation and Wellness Center Financing – Agenda Item No. 16

Dr. Roberts asked Mr. Merrigan to join her for the presentation. She referred the Board to Tab 13, which contained a briefing paper for this item, and reviewed the information (Attachment 13).

Mr. Brady moved that the Board of Governors authorize UCM to negotiate and award a contract to Edward Jones to underwrite the issuance of revenue bonds to finance the construction of the university's Student Recreation and Wellness Center, and to provide underwriting services for future projects during the term of this contract. The motion was seconded by Mr. Hicklin and carried unanimously. The term of the proposed contract is for two years with an option for the university to renew the contract for an additional two years.

Annual Investment Report – Agenda Item No. 17

Mr. Merrigan reviewed the Annual Investment Report included under Tab 14 of the meeting materials (Attachment 14). Mr. Brady commended Mr. Merrigan for his good work.

<u>Debt Service Report</u> – Agenda Item No. 18

Mr. Merrigan reviewed the Debt Service Report included under Tab 15 of the meeting materials (Attachment 15).

Mr. Brady asked Mr. Merrigan to share how UCM compares to other Missouri state universities for debt. Mr. Merrigan said he conducted a benchmark study last year that compared UCM to six other Missouri state universities. At that time UCM's total debt to unrestricted net assets ratio was the lowest (.76) of the six universities. Truman State was a close second. UCM's total debt payments to total revenues were tied with Missouri State for the lowest percentage, which is positive. UCM's debt structure compared to net assets and debt payments to total revenues were lower that peer institutions.

Mr. Phillips thanked Dr. Roberts and her staff for their work.

Board Committee on Student & Alumni Affairs

Ms. Deleta Williams, Chair of the Board Committee on Student Affairs, reported that the committee met on Tuesday afternoon. She said the committee is reimplementing its former structure to include Alumni Affairs. The committee discussed goal setting and was pleased to have Board President Phillips in attendance. He expressed interest in establishing a process by which progress towards goals can be measured. Dr. Morrell shared the goals of the Student Affairs Division, and noted the overall goal is student success. He said that financial resources, academic aptitude, academic engagement, and social engagement all impact student success. Dr. Morrell reiterated last year's goals which are ongoing. These include continued work on the Master Plan particularly in regard to improving the residence halls, continued planning and construction of the recreation center, campus diversity, and weekend activities. The dining services contract was added as a goal for this year. Ms. Vanderbout attended the meeting and provided much of the information presented earlier as part of her update on Alumni Affairs.

Board Business Items

Request for Closed Session – October 23, 2008 – Agenda Item No. 19

Mr. Hicklin moved that pursuant to RSMO 610.021, that the UCM Board of Governors meet in closed meeting, with closed record and closed vote, following the October 23, 2008, Plenary Session for the purpose of considering real estate matters, legal actions, and personnel matters. The motion was seconded by Mr. Fick and carried with the following roll call vote:

Walter Hicklin	aye	Deleta Williams a	iye
Weldon Brady	aye	Richard Phillips a	ıye
Lawrence Fick	aye		

Adjournment

There being no further business to discuss, the meeting adjourned at 11:30 a.m.

University of Central Missouri Board of Governors September 17, 2008 Attachments Listing

Attachment No.	Attachment Description
1	Governance Groups Written Reports
2	Power Point – Final Design Plans for Morrow-Garrison/Student Recreation & Wellness Center
3	Mule Lead Program Flyer and Geographic Maps of Alums
4	Campus Technology Report
5	UCM 2007-2008 Intercollegiate Athletic Program Accomplishments
6	Diversity Initiatives/Community Engagement Update
7	Briefing Paper – Ratification of BOG Policy 2.1.020 – Sick Leave and Personnel Leave Policy
8	Briefing Paper – Purchase of Advanced Aviation Training Device
9	Briefing Paper – Revisions to BOG Policy 4.1.010 – Approval of Contracts, Real Estate, and Capital Projects Policy
10	2009 Board Meeting Schedule
11	Briefing Paper – BSBA/MA in Accountancy
12	Briefing Paper - BA in Philosophy
13	Briefing Paper – Student Recreation and Wellness Center Financing
14	Annual Investment Report
15	Debt Service Report