

University of Central Missouri
Board of Governors
Plenary Session
April 28, 2017

The University of Central Missouri (UCM) Board of Governors convened in Plenary Session on Friday, April 28, 2017, at 8:30 a.m. in UN 237B on UCM's main campus in Warrensburg, Missouri. Presiding over the meeting was Board President Gus Wetzel II. Others in attendance were Governors John Collier, Mary Dandurand, Marvin E. Wright, Mary Long, Weldon Brady and Walter Hicklin. Also present was University President Charles Ambrose; General Counsel Hayley Hanson; and Assistant Secretary to the Board Monica Huffman.

PLENARY SESSION

Call to Order – Agenda Item No. 1

Dr. Wetzel determined that a quorum was present to conduct business.

Remarks by the Board President – Agenda Item No. 2

Dr. Wetzel stated that despite recent news of state budget cuts to higher education, many good things have happened in the life of the University over the course of the year, and thanked the UCM campus for the impact members have made on the lives of our students that will carry them well into their futures.

Dr. Wetzel noted the Board had an opportunity to interact with Alumni Foundation Board members yesterday, both for a discussion with Executive Committee members during Work Session, and again at dinner last evening. In closing, Dr. Wetzel recognized General Counsel Hayley Hanson for receiving the 19th Annual Women's Justice Award in the Business Practitioner category, which she accepted last evening at a special event in St. Louis; and shared that Board members would celebrate students' successes next week at the Spring Commencement.

Remarks by the University President – Agenda Item No. 3

President Ambrose stated this is a time of year when there is much to celebrate, including the recognition of staff and students. He shared a short video that UCM's University Relations Office prepared reflecting how our campus community has affected and made a difference in our students' learning.

President Ambrose noted there are several individuals being recognized during the meeting and expressed appreciation for a campus community that genuinely cares about students. He also expressed gratitude to a campus community that demonstrates good stewardship of resources. In today's economic climate with significant reductions in state funding for higher education, UCM would face even greater difficulties were it not for the

good stewardship of faculty and staff. This is a reflection of people that care about the institution and that think beyond themselves.

UCM hosted the Global Strike Command last month. During the event, UCM's service to the military was recognized. President Ambrose said during the event mention was made that Whiteman Air Force Base's long-term mission will include the B21, which provides some confidence that Whiteman will continue to be a vibrant community member well into the future. Another economic driver President Ambrose noted was the recent announcement that *Dollar Tree* will construct a warehouse in Warrensburg. This is expected to create hundreds of new jobs for the area and could provide part-time employment for many of our students.

Introduction of Byler Award Recipient – Agenda Item No. 4

Provost Curtis provided information about the Byler Award and introduced the 2017 recipient Dr. Dan Crews, Professor of History. The Board extended its congratulations.

Introduction of J.P. Mees Award – Agenda Item No. 5

Ms. Binder provided information about the J.P. Mees Award and introduced the 2017 recipient Ms. Barbara Mayfield, Director of the Office of Accessibility Services. The Board extended its congratulations.

Introduction of Support Staff Award – Agenda Item No. 6

Ms. Hicks provided information about the Support Staff Award and introduced the 2017 recipient Ms. Colette Tilden, Office Professional for the Department of Theatre. The Board extended its congratulations.

Introduction of Charno Award Recipients – Agenda Item No. 7

Dr. Bax provided information about the Charno Award and introduced the 2017 recipients – Jennifer Hermanson, a double major in Marketing and Fashion: Textiles & Clothing in Business; and Robert Hilvert, a major in Computer Information Systems. Both students will graduate at next weekend's Commencement. The Board extended its congratulations.

Introduction of Learning to a Greater Degree Award Recipients – Agenda Item No. 8

Ms. Waldram provided information about the Learning to a Greater Degree Award and introduced the Spring 2017 recipients Dr. Julie Hentges, Associate Professor, Program Coordinator, MSE Elementary Education and Curriculum & Instruction; student Adriana Vivas; and community member Jacque Lebow. The Board extended its congratulations to all three recipients.

GENERAL SESSION

Minutes of March 16, 2017, Work Session; and March 17, 2017, Plenary Session –

Agenda Item No. 9

Mr. Wright moved that the Board of Governors approve the minutes of the March 16, 2017, Work Session and March 17, 2017, Plenary Session. The motion was seconded by Mr. Collier and carried unanimously.

REPORTS/UPDATES

Verbal Governance Groups Reports – Agenda Item No. 10

Dr. Wetzel invited the leadership for each of the governance groups to give verbal reports.

Faculty Senate – Dr. Katie Jacobs, President of the Faculty Senate, provided an update on a number of activities conducted by the Faculty Senate during the Spring semester. Discussions and reviews centered on intellectual property rights, salary compression and longevity, market pay, and communications surrounding updated/revised university policies. Dr. Jacobs closed her remarks by announcing that both she and Vice President of the Faculty Senate, Dr. Steven Price, will continue as President and Vice President for Academic Year 2017-2018.

Staff Advisory Council – Ms. Carmen Binder and Ms. Barbara Hicks, former presidents of the Professional Staff and Support Staff Councils, provided a joint report. They shared that on April 13, the University hosted a Staff Appreciation Breakfast for more than 400 staff members. Ms. Barbara Mayfield was honored at the breakfast as this year's J.P. Mees Award recipient, as was Ms. Colette Tilden who received this year's Support Staff Award. - Ms. Binder and Ms. Hicks expressed appreciation for the open forums that were recently held related to Reduction in Force Policy revisions that will be considered by the Board, and said they welcome the opportunity to work collaboratively with others at the University to find solutions to current budget challenges.

Student Government Association – Mr. Luke Hawley, President of the Student Government Association (SGA), provided an update to the Board on a number of SGA activities throughout the year that included collaborating with Sodexo; working with UCM's ROTC to support a 5K; installation of water filters in the University Union; and installation of hammock post on campus.

Last week, Mr. Hawley had the opportunity to go to the State Capitol with President Ambrose and meet with policy makers including the Governor's Policy Director Will Scharf. With regard to governance, the SGA recently presented the Excellence in Governance Award to Warrensburg attorney Doug Harris. In closing, Mr. Hawley stated most SGA members will return next year and he will continue as the SGA President for another academic year.

Updates – Agenda Item No. 11

UCM – Lee’s Summit – President Ambrose stated the new Missouri Innovation Campus (MIC) Facility will be completed and open this summer. He added that the MIC facility would be a portal for delivery of adult learning for the Kansas City metropolitan area. This will be one tool used to help offset a reduction in revenue due to the loss of international students and reduced state funding. Additionally, a greater outreach will be made to UCM’s 97,000 alumni as a means of helping UCM to reduce its reliance on State funding.

Learning to a Greater Degree Contract for Completion - President Ambrose shared that a study, “Degrees with Less Debt: Effective Higher Education Strategies for Underrepresented Student Populations,” would be released today. The advocacy group, St. Louis Graduates, commissioned the Illinois Education Research Council to conduct the study. Results of the study names the University of Central Missouri as one of five institutions that graduate more students than predicted with less debt. Other institutions included Northwest Missouri State University, Missouri State University, Southeast Missouri University, and Webster University. President Ambrose said being named one of the five schools in the report is a reflection of all the tools the University has implemented over the past six years to make a difference in the lives of students. The study is also an illumination of what our Board of Governors has allowed us to do. President Ambrose continues to be heartened and humbled by the commitment UCM faculty and staff make to serve all students and more specifically the 1,800 underrepresented students from the St. Louis area.

Legislative Update – President Ambrose stated that Senator Hoskins was invited to attend today’s meeting, but the Legislature is in session today and he was unable to be present. It is possible the State budget could be passed this week. Although all of higher education will experience reductions in state appropriations, it was assumed that the University of Missouri System would experience a larger reduction. However, recent speculation is that colleges and regional universities could experience a larger reduction in state appropriations than the University of Missouri System. President Ambrose said the Governor is intent on identifying greater efficiencies in state government, which could include up to a 50% reduction in force.

Another anticipated expense increase for UCM is its contribution to MOSERS. President Ambrose stated that the Chair of MOSERS indicated UCM could anticipate an increase of \$1 million annually. Elements of the budget will be communicated to the Board and to the campus as information becomes known.

BOARD COMMITTEE ON STUDENT ENGAGEMENT & UNIVERSITY ADVANCEMENT

Ms. Dandurand, Chair of the Board Committee on Student Engagement and University Advancement, stated the Committee did not meet this month. She distributed a “Who’s Who 2016-2017” brochure that recognizes a small number of students from the senior class for their outstanding achievements (Attachment 1).

BOARD COMMITTEE ON ACADEMIC AFFAIRS

Dr. Long, Chair of the Board Committee on Academic Affairs, reported the Committee met the preceding day. Dean Mike Wright shared in the meeting that the College of Education awarded 189 scholarships during the academic year, totaling \$234,052. Provost Curtis also provided an overview of certificate and other programs added to UCM's curriculum since 2012. Dr. Long asked Dr. Curtis to provide an update to the Board this fall of those programs approved by the Board since 2012. She then invited Provost Curtis to present the following agenda items.

Emeritus Status Requests – Agenda Item No 12

Provost Curtis stated that Dr. Jinhua Tao, Professor of Actuarial Science and Mathematics; Mr. Donald Wallace, Professor of Criminal Justice; Dr. Charles Dahlstrom, Psychologist; Mr. Robert Welsh, Program Manager Missouri Safety Center (Tao, Wallace, Dahlstrom, Sekelsky – retire May 31, 2017); Dr. Michael Wright, Dean of College of Education; Ms. Colette Tilden, Office Professional IV (Wright and Tilden retire June 30, 2017); Dr. Kitty Brant, Assistant Professor of Elementary Education; Dr. Samuel Iske, Jr., Professor of Safety Sciences; Mr. Douglas Short, Assistant Professor of Automotive Technology; and Dr. Stephen Wilson, Professor of Biology (Brant, Iske, Short and Wilson retire August 31, 2017) qualify for emeritus status in accordance with Board of Governors Policy 2.1.070,, *Privileges Extended to Emeriti and Retired Employees* (Attachment 2).

Dr. Long moved that the Board of Governors approve emeritus status for Dr. Tao, Mr. Wallace, Dr. Dahlstrom, Mr. Welsh, Dr. Wright, Ms. Tilden, Dr. Brant, Dr. Iske, Mr. Short, and Dr. Wilson effective with their respective retirement dates. The motion was seconded by Ms. Dandurand and carried unanimously.

Proposed Minor in Global Security Studies – Agenda Item No. 13

Dr. Gregory Streich, Chair of the Department of Government, International Studies, and Languages, reviewed information contained in the meeting packet under Tab 10 (Attachment 3) related to a proposed minor in Global Security Studies. The program would be housed in Dr. Streich's department and requires no additional funds to initiate or sustain. Following Dr. Streich's presentation, Dr. Wetzel asked about student interest in the program. Dr. Streich responded that currently he knows off five students interested, and anticipates an increase of 25 to 30 students over the next three years. He reiterated that no additional resources are required to provide the minor.

President Ambrose commended the Department for the work it is doing. It was noted that UCM has a Peace Corp Certificate program that resulted from a student who was serving as a Peace Corp Ambassador, asking if a Peace Corp Certificate could be established. The

Department submitted an application and it was accepted. UCM is one of four universities in the State to offer a Peace Corp Certificate program, and historically, UCM has approximately 150 alumni who have served in the Peace Corp.

Mr. Collier moved that the Board of Governors approve implementation of a Global Security Studies minor with an effective date of Fall 2017. The motion was seconded by Mr. Wright and carried unanimously. Note: Minors do not required CBHE approval.

Proposed BSBA in Risk Management and Insurance – Agenda Item No. 14

Dr. Jose Mercado, Chair of the Department of Economics and Finance and The School of Accountancy, reviewed highlights of information contained under Tab 11 of the meeting materials (Attachment 4) related to a proposed BSBA in Risk Management and Insurance. Dr. Mercado added that insurance companies located in Lee’s Summit, Missouri have committed to hiring students in the program as interns for their agencies. The degree program will require a tenure-track faculty position to be reassigned to staff four new senior courses associated with the program; however, revenue from the Strategic Resource Allocation Model (RMI prefix courses) will be used to sustain the faculty position.

Dr. Long moved that the Board of Governors approve the establishment of a Bachelor of Science in Business Administration (BSBA) degree in Risk Management and Insurance pending approval by the Coordinating Board for Higher Education, with an effective date of Fall 2018. The motion was seconded by Mr. Hicklin and carried unanimously.

In closing the Academic Affairs report, Provost Curtis announced that Vice Provost for Extended Studies Laurel Hogue would be recognized at next week’s Commencement for completing her EdD in Educational Leadership. The Board extended its congratulations.

BOARD COMMITTEE ON FINANCE & ADMINISTRATION

Mr. Collier, Chair of the Board Committee on Finance and Administration, reported that the Committee met the preceding day. He asked Ms. Kreke to present the following agenda items.

FY 2018 Instructional and Student General Fees Services – Agenda Item No. 15

Ms. Kreke reviewed the recommendations for FY 2018 Student Instructional and General Fees contained under Tab 12 of the meeting materials (Attachment 5). The FY 2018 rates were outlined in Attachments 1 and 2 of the briefing paper. *Mr. Wright moved that the Board of Governors approve the FY 2018 rates for instructional and student general fees as itemized in Attachments 1 and 2 of the briefing paper. The motion was seconded by Mr. Brady and carried unanimously.*

FY 2018 Operating Budget – Agenda Item No. 16

Ms. Kreke noted that the briefing paper included under Tab 13 of the meeting packet (Attachment 6) includes two scenarios reflecting (1) a 6.6% reduction; and (2) a 9.1% reduction, pending the results of an approved State budget, which is anticipated in early May. President Ambrose noted indicators are that the approved State budget will result in a 9.1% reduction in state appropriations for higher education; and therefore, UCM will work in anticipation of a 9.1% reduction. Increases to MOSERS and health insurance is expected to total \$1.9 million for FY 2018. It was noted that more defined information is needed about the budget that includes both expenditures and revenues. Ms. Kreke said a more detailed presentation of the budget would be made at the June meeting once the FY 2018 State Budget is confirmed.

Mr. Hicklin moved that the Board of Governors approve the proposed FY 2018 Operating Budget with the understanding that the final budget will reflect the final State-approved appropriation for UCM. The final budget plan will be submitted to the Board of Governors at the June Plenary Session. The motion was seconded by Ms. Dandurand and carried unanimously.

Freshmen, Adult, and Graduate Search Enrollment Optimization Services and Digital and Social Media Ad Placement Fees – Agenda Item No. 17

Dr. Godard presented information contained in a briefing paper under Tab 14 of the meeting materials (Attachment 7) related to a freshmen, adult and graduate search/enrollment optimization services and digital and social media ad placement. UCM's current contract with Ruffalo-Noel Levitz expires at the end of June and UCM is in need of a new contract to continue its recruitment efforts in the most efficient manner possible.

A Request for Proposals was issued for this service. Six prospective bidders were invited to participate and 64 other bidders were extended an invitation as well. Additionally, the RFP was advertised in the *Kansas City Daily Record*, the *St. Louis City Monitor*, and the *Daily Star Journal*. In the end, three responses were made. An evaluation of the three responses resulted in NRCCUA receiving the highest number of points, and a best and final offer was sent to NRCCUA, which resulted in a first-year cost savings of \$15,450 and a savings of \$96,000 for the entire contract period. Annual fees are estimated at \$226,500 with optional renewals at the same price for each of the four optional renewal periods. Dr. Godard requested approval for the entire five years for a fixed cost rate for the entire period. The option not to renew in any year remains. The contract will be funded from the Enrollment Management operating budget.

Mr. Wright moved that the Board of Governors approve the award of contract to NRCCUA in the amount of \$1,132,500 for five years for freshmen, adult and graduate search and optimization services and digital and social media ad placements. The motion was seconded by Mr. Collier and carried unanimously.

Elliott Student Union Master Plan – Agenda Item No. 18

Dr. Bax reviewed information included under Tab 15 of the meeting materials (Attachment 8) related to additional construction document preparation services for Phase I of the Elliott Student Union Master Plan project including drawings, solicitation preparation, and construction administration. Dr. Bax noted that this is the first renovation of the Elliott Student Union in 25 years. President Ambrose added that Union staff have generated a lot of revenue during past summer months with conferences, and updates to the Union will provide benefit to the entire campus and help generate additional revenue.

Mr. Collier moved that the Board of Governors approve Cannon Design/KWK for additional services for the Elliott Student Union Master Plan Phase I project. The percentage fee for these services is 8.7% of total project construction costs, which will be funded from the Elliott Student Auxiliary. The motion was seconded by Dr. Long and carried unanimously.

Quarterly Statement of Revenues and Expenses – Agenda Item No. 19

Ms. Kreke reviewed the Quarterly Statement of Revenues and Expenses included under Tab 16 of the meeting materials (Attachment 9).

Quarterly Investment Report – Agenda Item No. 20

Ms. Kreke reviewed the Quarterly Investment Report included under Tab 17 of the meeting materials (Attachment 10).

BOARD BUSINESS

Revised Board Policies – Agenda Item No. 21

Ms. Hanson said a comprehensive review is being conducted of University policies. The main reason for doing so is to ensure alignment of policies and practices across the institution. Ms. Hanson noted the hard work of many people involved in the review process and gave special appreciation to Shelly Bachus and Janice Putnam. She said the review also helps the University prepare for its next Higher Learning Commission visit, which includes a policy review component (Criterion 2 C – Board Policies). Ms. Hanson stressed that clear communication will be important throughout the vetting process of policies, and then reviewed proposed revisions to the following policies:

- BOG Policy 1.2.200 – Conflict of Interest and Commitment – Employees and Board of Governors (Attachment 11)
- BOG Policy 1.2.060 – Nepotism (Attachment 12)
- BOG Policy 1.2.180 – Ethics (Attachment 13)
- BOG Policy 1.1.050 – Indemnification (a correction was noted – The Board does not indemnify employees, the University does) (Attachment 14)

- BOG Policy 1.2.040 – Delegation of Authority (Attachment 15)
- BOG Policy 1.2.050 – Presidential Evaluation (Attachment 16)
- BOG Policy 1.2.210 – Presidential Travel and Entertainment Expense (Attachment 17)
- BOG Policy 4.1.070 – Statement on Internal Controls (Attachment 18)
- BOG Policy 1.2.220 – Whistleblower (Attachment 19)
- BOG Policy 2.3.040 – Staff Reduction in Force (Attachment 20) (It was noted that the President has the authority to make changes to this policy; however, elected to have it vetted. The previous policy placed financial constraints on the University, which could have potentially ended up costing more jobs than saving money. The Bargaining Unit’s Memorandum of Understanding reduction in force notice will be extended from two weeks’ notice to four weeks’ notice to bring it in alignment with University Policy.

Ms. Hanson stated that *UCM Daily* is the source used to communicate to the campus and Ms. Bachus is taking steps to optimize these communications. A *Frequently Asked Questions* sheet was prepared for the Reductions in Force Policy and President Ambrose held open forums this week to discuss the policy and to answer questions. Additionally, a memorandum was prepared for faculty to explain considerations for intellectual property rights. *UCM Daily* will continue to be used as a source for communicating, but other means will be identified for getting information out. Ms. Hanson is developing a policy review schedule that will be helpful for people to know when policy revisions will be discussed.

Related to the Board Policy for Internal Controls, Mr. Brady asked for clarification on “CFO.” More specifically, which position is it tied to (e.g. Vice President for Finance and Administration, University Treasurer, etc.) Ms. Hanson said this would be addressed and clarified in policy.

Mr. Wright moved that the Board of Governors approve the revised and new policies presented by Ms. Hanson to include the noted correction to BOG Policy 1.1.050 – Indemnification to reflect the University indemnifies employees and not the Board of Governors. The motion was seconded by Mr. Collier and carried unanimously.

Appointment of Nominating Committee – Agenda Item No. 22

Dr. Wetzel appointed Dr. Long and Mr. Hicklin to serve as the Nominating Committee for FY 18 Board Officers.

Adjournment – Agenda Item No. 23

There being no further business to discuss, *Ms. Dandurand moved that the meeting adjourn. The motion was seconded by Mr. Wright and carried unanimously.* The meeting concluded at 10:30 a.m.

**University of Central Missouri
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Attachments Listing**

<u>Attachment No.</u>	<u>Attachment Description</u>
1	<i>"Who's Who" Brochure</i>
2	<i>Briefing Paper – Emeritus Status Requests</i>
3	<i>Briefing Paper – Proposed Minor in Global Security Studies</i>
4	<i>Briefing Paper – Proposed Bachelor of Science in Business Administration Degree in Management and Insurance</i>
5	<i>Briefing Paper – FY 2018 Student Instructional and General Fees</i>
6	<i>Briefing Paper – FY 2018 Operating Budget</i>
7	<i>Briefing Paper – Freshmen, Adult and Graduate Search & Enrollment Optimization Services and Digital and Social Media Ad Placement Fees</i>
8	<i>Briefing Paper – Elliott Student Union Master Plan – Construction Document Preparation</i>
9	<i>Quarterly Schedule of Revenues and Expenses</i>
10	<i>Quarterly Investment Report</i>
11	<i>BOG Policy 1.2.200 – Conflict of Interest and Commitment – Employees and Board of Governors</i>
12	<i>BOG Policy 1.2.060 – Nepotism</i>
13	<i>BOG Policy 1.2.180 – Ethics</i>
14	<i>BOG Policy 1.1.050 – Indemnification</i>
15	<i>BOG Policy 1.2.040 – Delegation of Authority</i>
16	<i>BOG Policy 1.2.050 – Presidential Evaluation</i>
17	<i>BOG Policy 1.2.210 – Presidential Travel and Entertainment Expense</i>
18	<i>BOG Policy 4.1.070 – Statement on Internal Controls</i>
19	<i>BOG Policy 1.2.220 – Whistleblower</i>