



## **BOARD OF GOVERNORS**

**February 28, 2019**

**1:30 P.M.**

**Room 220**

**Blum Student Union**



AGENDA

MISSOURI WESTERN STATE UNIVERSITY  
**BOARD OF GOVERNORS**  
February 28, 2019  
1:30 P.M.  
BLUM HALL, ROOM 220

PUBLIC SESSION

Approval of the Minutes from the December 6, 2018, Board Meeting

Ratification of January 15 and February 14, 2019 Board Polls

Reports of the Vice Presidents

- Academic Affairs (Doug Davenport)
- Student Affairs (Shana Meyer)
- University Advancement (Jerry Pickman)
- Financial Planning and Administration (Tim Kissock)

Financial Report

- Approval of December 31, 2018 Financial Report
- RFP19-059 Capital Lease Financing Rate & Terms  
For Remington/Agenstein Hvac Hood Upgrades

Report of the Student Governor

Report of the President

Vote to Approve Carey McMillian as Board Treasurer

Report of the Chair of the Board

Board Member Comments/Questions

A vote will be held to close the meeting pursuant to Missouri Statutes 610.021 (1), (2) (3) and (13) to consider legal, personnel and real estate matters

EXECUTIVE SESSION

Personnel Items and Legal Matters

PUBLIC SESSION

Vote to Approve Personnel Recommendations

Adjournment

MINUTES, BOARD OF GOVERNORS  
MISSOURI WESTERN STATE UNIVERSITY  
December 6, 2018

The meeting was called to order at 1:30 p.m. by Chair Dave Liechti in Room 220 of the Blum Student Union Building.

UNIVERSITY REPRESENTATIVES

**Board Members Present**

David Liechti –Chair  
Debbie Smith – Vice Chair  
Jennifer Dixon  
Gen. Greg Mason  
Kayla Schoonover  
Lee Tieman  
Paul Granberry – Student Governor

**Faculty and Staff Members Present**

Bryan Adkins, Director of Physical Plant  
Marilyn Baker, Director of Financial Aid  
Aubry Carpenter, Public Relations and Marketing Assistant  
Doug Davenport, Interim Provost and Vice President for Academic Affairs  
Cale Fessler, Vice President for Financial Planning and Administration  
Tom Flaska, Event Technology Coordinator  
Sara Freemyer, Director, Human Resources  
Dana Gertner, Executive Administrative Assistant, Financial Planning & Administration  
Judy Grimes, Associate Vice President for Student Affairs & Dean of Students  
Crystal Harris, Associate Dean, School of Nursing & Health Professions  
Logan Jones, Dean, Craig School of Business & Technology  
Kent Heier, Assistant Director, Public Relations and Marketing  
Diane Holtz, Editor, Missouri Western Magazine/Coordinator, Public Relations & Marketing  
Colleen Kowich, Director of Alumni Relations  
Patti Long, Development Officer  
Josh Looney, Director of Athletics  
Steven Lorimor, Associate Professor, Chemistry and Faculty Senate President  
Mark Mabe, Director, Information Technology Services  
Gordon Mapley, Dean of Western Institute  
Mike Mastio, Industry Liaison  
Carey McMillian, Associate Vice President Financial Planning & Administration  
Shana Meyer, Vice President for Student Affairs  
Fred Nesslage, Manager of ITS – Networks and PC Support and Staff Association President  
Jomel Nichols, Director of Public Relations and Marketing  
Nicki Robertson, Benefits Coordinator, Human Resources  
Kim Sigrist, Executive Associate to the President and Secretary to the Board of Governors  
Melody Smith, Interim Assistant Dean, Western Institute  
Robert Vartabedian, President  
Jill Voltmer, Chief, University Police  
Bob Willenbrink, Founding Dean of the School of Fine Arts

## **Others Present**

Steve Briggs, University Attorney  
Jessika Eidson, News Press  
Steve Johnston, Community Alliance  
Kylee Strough, Imagine St. Joseph 2040

Special recognition was given to Al Purcell for his years of service on the Board of Governors.

Kylee Strough presented *Imagine St. Joseph 2040*

## **APPROVAL OF MINUTES**

Chair Liechti asked for a motion to approve the minutes of the October 25, 2018 Finance Committee and Board of Governors meetings and November 5, 2018 Special Board meeting. Governor Smith made a motion to approve the minutes as presented; Governor Mason seconded the motion. By voice vote, motion passed 6-0.

## **VICE PRESIDENT REPORTS**

Dr. Doug Davenport, Interim Provost and Vice President for Academic Affairs

- Imagine 2040 aligns well with our strategic plan; Pathways to Excellence.
  - Center for Teaching and Learning – professional development for faculty and staff
  - Focus on diversity and inclusion; all job postings will include our diversity statement
- The MoExcels Grant that we submitted to the State has made the list to be recommended for funding to the Coordinating Board of Higher Education and the General Assembly. This proposal involves a \$1.2 million partnership with Mosaic that will increase the number of nurses and health professionals.

Dr. Shana Meyer, Vice President for Student Affairs

- The Title IX office has seen an increase in the number of reports. The Department of Education Office of Civil Rights (OCR) has released proposed regulations for on addressing campus sexual assault and gender based violence. Friday, November 16 began the 60-day public comment period
- Over 1,000 Missouri Western have students completed the Traitify Career Personality Assessment since it was implemented in August. Claudia Baer, Student Employment Coordinator was reappointed to the national board of directors for the National Student Employment Association. She was also presented the 2018 Jim Campbell Rookie of the Year and the 2018 President's Innovation Award
- December 8<sup>th</sup> will be the Griffon Block Party in downtown with free transportation provided from campus

Jomel Nichols, Marketing and Public Relations Director, presenting for Jerry Pickman

- Public Relations and Marketing along with Campus Printing and Design completed the profile for the presidential search
- The Foundation webpage is currently being updated
- Alumni Affairs hosed a tailgate at the Agent Barry Live United Bowl
- The publication cycle for the Fall 2019 admissions materials will conclude in January

Cale Fessler, Vice President for Financial Planning and Administration

- Bryan Adkins, Director of Physical Plant, continues to work on energy conservation possibilities including the Remington/Agenstein hood and HVAC upgrades as well as

investigating new technology to reduce the cost of operating all RTU and chillers across campus

- Human Resources and Academic Affairs in conjunction with representatives from Faculty Senate, Staff Association and IT have reviewed online applicant tracking software and implementation of the new software will begin in January

## **FINANCIAL REPORT**

Dr. Fessler presented the unaudited financial report for the period ending October 31, 2018. Governor Dixon made a motion to approve the financial report as submitted. Governor Schoonover seconded the motion. By voice vote, motion passed 6-0.

## **STUDENT GOVERNOR'S REPORT**

- The student laundry committee is on track to submit a bid request to vendors by the beginning of next semester. The goal is to have the upgrades to the facilities by the next academic school year
- Amendments to the Student Government Association constitution has been amended.

## **PRESIDENT'S REPORT**

- Welcome to our new governing board members: Kayla Schoonover and Lee Tieman
- Football competed in the Agent Barry Live United Bowl in Texarkana, Arkansas on December 1. The Griffons came away victorious.
- The Freshman Legislator Tour visited campus on December 4.
- The MoExcels Grant that we submitted made the list of grants that will be go to the Coordinating Board of Higher Education and the General Assembly for final approval
- The Eickhorst Print Collection will be on display for our Holiday Luncheon on December 10

## **REPORT OF THE CHAIR**

An update on the president search was given by Chair Liechti. The search committee continues its work with guidance from the AGB consultants. The committee was split into sub-committees. January 7 is the applicant deadline and the committee will meet again on January 14 to begin reviewing applicants.

Chair Liechti provided the date of the next scheduled Board meeting, which will be Thursday, February 28, 2019 at 1:30 p.m.

There being no additional Board comments or questions, Chair Liechti asked for a motion to meet in executive session, pursuant to Missouri Statutes 610.021 (1), (2) (3) and (13) to consider legal and personnel matters. Governor Purcell moved to meet in executive session; Governor Mason seconded the motion. By voice vote, motion passed 6-0.

## **EXECUTIVE SESSION – CLOSED**

**REGULAR SESSION RE-CONVENED**

President Vartabedian presented personnel items and Governor Dixon made a motion to approve the personnel items as submitted. Governor Tieman seconded the motion. By voice vote, motion passed 6-0.

**Faculty Hire:**

Tammie Conley                      School of Nursing and Health Professions (eff. January, 2019)

**Faculty Resignation:**

Dr. H. Machele Skinner              School of Nursing and Health Professions (eff. 7/31/19)

**Faculty Retirement:**

Dr. Patrick McMurtry              Economics, Political Science, and Sociology (eff. 7/31/19)

There being no further business, Governor Smith made a motion to adjourn the meeting; Governor Dixon seconded the motion. By voice vote, motion passed 6-0.

Respectfully submitted,

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Kim Sigrist, Secretary

APPROVED:

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David Liechti, Chair  
Board of Governors



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Office of the President  
(816) 271-4204

MEMORANDUM  
Office of the President  
Missouri Western State University

TO: MEMBERS OF THE BOARD OF GOVERNORS

FROM: Robert Vartabedian

DATE: February 28, 2019

RE: Board Poll Ratification

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The Administration recommends that the Board of Governors ratify the telephone polls conducted on **January 15, 2019 and February 14, 2019** approving the following recommendations:

- Approval of the naming of the playing court at the MWSU Fieldhouse/Looney Complex, "Tom Smith Court".
- Approve the five year renewal of the Management Agreement dated February 16, 2019, between Missouri Western State University and the Institute for Industrial and Applied Life Sciences.

## **MEMORANDUM**

TO: Dr. Robert Vartabedian, President

FROM: Dr. Doug Davenport, Interim Provost and Vice President for Academic Affairs

DATE: February 18, 2019

SUBJECT: Provost's Office Report to the Board of Governors for February

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### **Office of the Provost and Vice President for Academic Affairs**

- Spring Enrollment
  - Headcount is up 2.9% over spring 2018
  - Credit hours are up 2.0% over spring 2018
  - Dual Enrollment is up 14.8% in headcount and up 16.5% in credit hours
  - Online enrollment is up 8% over spring 2018
- Retention
  - Students in the freshman cohort were retained from fall to spring at an 83.5% rate, matching last year's retention rate.
  - This is a positive outcome, given the increase in the size of the cohort from 881 (fall 2017) to 959 (fall 2018).

### **Meetings/Events Attended**

#### **Doug Davenport, Interim Provost**

- Law Enforcement Academy Graduation
- Social Work Senior Recognition
- Honors Award Ceremony
- Governance Advisory Council
- Craig School of Business Advisory Council
- Masters Hooding Ceremony
- Nurses Pinning Ceremony
- Community Alliance
- Faculty Senate
- Staff Association
- Downtown Strategic Planning Partnership
- Missouri Chief Academic Officers
- Local Records Project Collaboration
- Martin Luther King Jr. Drum Major for Justice Banquet
- Cup of Joe
- Nursing White Coat Ceremony
- Budget Advisory Council



## **STEVEN L. CRAIG SCHOOL OF BUSINESS & TECHNOLOGY**

Dr. Logan Jones, Dean

### *Presentations/Conferences/Workshops*

- CSB held their 2<sup>nd</sup> annual faculty retreat. Topics of discussion were Assurance of Learning and AACSB Accreditation. Tom Williamson and Christi Waggoner presented to the faculty about advising.
- Logan Jones attended an AACSB Deans Conference in Vancouver. This conference was helpful for CSB's reaccreditation in 2020.
- Shiva Nandan's marketing classes had the opportunity to present their final projects to the local clients they were paired with the fall semester. The local businesses were Manic Snail: Paper & Gifts, Wild Layne Boutique, Cardinal Country Bakery, Perka Buildings, and Wagging Tails Wet Noses.
- Zhao Zhang is the technical committee member and has reviewed several papers in his area, signal and image processing that will be presented at the International Conference on Image, Video, and Signal Processing in Shanghai in 2019.
- CSB hosted Future Business Leaders of America (FBLA) District 1 prelims presentations. The top five winners will go on to compete at state. There were 37 high school students on campus for this event.

### *Publications/Exhibitions/Peer Reviews*

- Amit Verma had a research article published in the EURO Journal on Transportation and Logistics. The submission was entitled "Electric Vehicle Routing Problem with Time Windows, Recharging Stations, and Battery Swapping Stations."

### *Student/Community Involvement/Successes*

- The co-managers of "Echo Technologies," a company formed by students Baxter Krumme, Kylie Lofts, Natalie Lombardi and Henry Mincey III, has earned a Global Top 100 ranking for their company's GLO-BUS performances. Dalong Ma is the instructor for this project. Each week, the best-performing GLO-BUS companies measured on four performance variables are honored by being published on their website.

### *Other*

- Paul Smith, Vice President of Associated General Contractors (AGC) Missouri, presented a check in the amount of \$8,500.00 to AGC Student Chapter of MWSU to fund the hands-on learning activities and other efforts of the student chapter.
- Logan Jones was nominated and accepted a position on Mosaic Life Care – Quality Committee.
- Perry Adkins was listed in the acknowledgements as a special thank you for assisting the author in the book *Computer Accounting with QuickBooks Online: A Cloud-Based Approach*.
- Kathy Kelly volunteered for the Tim Tebow Foundation's "Night to Shine" as a VIP buddy. The event happens every year on the Friday prior to Valentine's Day and is a prom dedicated to special needs individuals known as VIP's. This year 624 proms were held at the same time around the world.

## **GRADUATE SCHOOL**

Dr. Ben Caldwell, Dean

### *Accomplishments and Awards*

- Ben Caldwell attended the Council of Graduate Schools annual meeting in Washington, D.C., and led panel discussion on Graduate Program Review for a pre-conference workshop.

### *Student Presentations*

Missouri Western's Graduate School held its annual 3-Minute Thesis Competition. All graduate students engaged in any phase of a capstone thesis, project, or internship experiences were eligible to participate. Graduate students had three minutes to describe their capstone experience to a panel of judges from the community. Three prizes were awarded:

- First Place: Jenna Anderson, MAS in Teaching English to Speakers of Other Languages (TESOL)
- Runner-Up: Mariah Maudlin, MAS in K-12 Cross-Categorical Special Education
- People's Choice Award: Phoebe Pyrtle, MAS in Teaching English to Speakers of Other Languages (TESOL)

Thanks to the Graduate Faculty Organizing committee: Dr. Susan Bashinski, Dr. Yipkei Kwok, Dr. Dawn Drake, and Dr. Jordan Atkinson. A special thanks go to the judges: Dr. Carlos Moya, Sharon Kosek, Jaren Pippitt, Steve Johnston, and Dr. Yen To.

## **LIBERAL ARTS AND SCIENCES**

Dr. Murray Nabors, Dean

### *Presentations/Conferences/Workshops*

- Cary Chevalier presented his research, "Student organizations as professional development vehicles for Applied Learning experiences: The MWSU Student Chapter of The Wildlife Society example," at the 79th Midwest Fish & Wildlife Conference in Cleveland, Ohio.
- Jordan Atkinson presented two co-authored papers, "Investigating the relationships between family communication patterns, academic resilience, and students' classroom communication behaviors" and "Teaching Family Communication Patterns Theory" at the annual meeting of the National Communication Association (Instructional Development Division), Salt Lake City, UT.
- Gavin Waters was an invited member for a panel discussion on "Implementing a Machine-Learning Mathematics Placement Exam for Improved Student Success" at the American Mathematical Association of Two-Year Colleges National Conference at Disney World in Orlando, Florida. He also presented a paper entitled "Placement of General Studies Students Using Machine Learning" at the same conference.
- Elizabeth Canon organized a panel on language and dialect prejudice in higher education for the Linguistic Society of America's national conference. The panel has been approached by Routledge Press to publish a book on that subject. She also chaired an additional panel at the LSA conference.
- Kay Siebler presented at the international Gender and Education Conference at Newcastle University in Victoria, Australia. The title of her presentation was "You're a Buck Nutty, Liberal, Feminist Woman." Being an Out Activist Teacher in Rural U.S."
- Dawn Drake presented a paper co-authored with MWSU undergrad Kim Leach entitled "Disney World or Bust?: The Impact of Family Composition on Travel Decisions" at the Annual Meeting of the Southeastern Division of the American Association of Geographers.
- Emily R. Gioielli presented a paper entitled "A Taste of Their Own Medicine: Gender, Violence, and Medicine in Hungary's Long World War One" as part of the panel she co-organized, "Performing Violence in Central Europe: 1918-1921," at the Association for Slavic, Eastern European, and Eurasian Studies (ASEEES) in Boston, MA. She also served as

chair and discussant of the panel, "Activism on a Transnational Stage: Migration and the Production of Masculinity, Nationalism, and Labor Solidarity."

- Evan Elizabeth Hart participated in a panel discussion on science and social justice as part of Highland Community College's humanities series entitled "Social Justice: Using STEAM to Revolutionize the World."
- David Kratz Mathies presented his paper "Restorative Justice, Ethics of Care, and a Critique of Just War Thought" for the Peace & Conflict Studies Panel of the The Pacific Northwest Political Science Association annual meeting in Bend, Oregon.
- Jordan Atkinson presented the co-authored paper "Applying leader-member exchange theory to the college classroom: An investigation of student communication behaviors" at the annual meeting of the Eastern Communication Association (Theory and Methodology Division), Providence, RI. This paper received the Top Paper Award.
- Jordan Atkinson presented two co-authored papers, "Investigating the relationships between family communication patterns, academic resilience, and students' classroom communication behaviors" and "Teaching Family Communication Patterns Theory" at the annual meeting of the National Communication Association (Instructional Development Division), Salt Lake City, UT.

#### *Publications/Exhibitions/Peer Reviews*

- Michael Grantham published the article "The influenza A virus M2 protein trans-complementation system offers a set of tools for the undergraduate virology laboratory" in the *Journal of Microbiology and Biology Education*.
- Todd Eckdahl and Jeff Poet coauthored "Attempted use of PACE for riboswitch discovery generates three new translational theophylline riboswitch side products" in the professional peer-reviewed journal BioMed Central with Malcolm Campbell and Laurie Heyer of Davidson College, 13 Missouri Western undergraduate students, and 14 Davidson undergraduate students.
- Cary Chevalier and Melissa Daggett, along with three Missouri Western undergraduate students, co-authored "A bioassay for monitoring the effect of diet on lipid accumulation in *Drosophila melanogaster* larvae" in the peer-reviewed undergraduate research journal BIOS.
- Julie Jedlicka and Mark Mills co-authored the article "Birding and Herping the Ozark Glades" published in *Missouri Natural Areas Newsletter*.
- Michael Grantham published the article "Specificity and cross-reactivity of influenza virus hemagglutinin-specific antibodies: a protein microarray analysis" in the journal *mSphere*.
- Robert Nulph's paper that he co-authored with Carol Terracina Hartman from Loch Haven University of Pennsylvania, "Posting, Tweeting, Instagraming: Examining the Social Media Linking College Media to 'Home'," has been accepted for publication in the 2019 College Media Review Research Annual - the academic research journal for the national College Media Association.
- Alec Sithole and Joachim Kibirige co-authored "Expectations, challenges and suggestions for faculty teaching online courses in higher education" in *International Journal of Online Pedagogy and Course Design*, 9(1), 62-67.
- Alec Sithole and Joachim Kibirige co-authored "The next generation science standards and the quest towards culturally responsive pedagogy: Perceptions of k-12 educators" in *American Scientific Research Journal for Engineering, Technology, and Sciences*, 49 (1), 192-208.
- Elizabeth Canon's linguistic textbook was approved by the external board of Routledge Press and is now under review by the editorial board.
- Michael Charlton had three book chapters published:  
"The Image of the Pirate in Adaptations of *The Adventures of Tintin*." *Pirates in History and Popular Culture*. Ed. Antonio Sanna. McFarland, October 2018.

"Tickled to Death: *The Happiness Patrol* and Female Dystopias." *Handmaids, Tributes, and Carers: Dystopian Females' Roles and Goals*. Ed. Myrna Santos. Cambridge Scholars Press, September 2018.

"*Dumbo* and the Circus of Childhood." *Circus Space: The Big Top on the Big Screen*. Ed. Teresa Cutler-Broyles. McFarland, December 2018.

- Evan Elizabeth Hart published an encyclopedia entry on the female suffragist and actress Osceola Macarthy Adams in the Online Biographical Dictionary of the Woman Suffrage Movement in the United States.
- S. Jay Lemanski published "Slave or Free: The Aehtemann in Anglo-Saxon Rural Society" in The Haskins Society Journal 29: 53-80.
- Robert Bergland published *Pease Brothers Make History in Ironman World Championship* in Men's Journal magazine.
- Robert Bergland published *A Lifetime Passion* in Deer & Deer Hunting magazine.

#### *Student/Community Involvement/Successes*

- The Student Chapter of The Wildlife Society was recognized as North Central Section Student Chapter of the Year for 2018 by The Wildlife Society. Four student representatives and their faculty advisor, Cary Chevalier, travelled to Cleveland, Ohio to be recognized at the Midwest Fish and Wildlife Conference.
- The Department of Chemistry and its associated student organizations (Alchemist Club and the Biochemistry and Molecular Biology Club) provided chemistry demonstration and hands-on activities at the annual Super Science Saturday event held in Agenstein and Remington Halls. In total eight faculty members and 17 students supported the event. This year's event saw a record attendance of 1,795. Attendees were treated to 12 demonstration shows throughout the day as well as the making gloop and shrinking plastics.
- Kevin Anderson, Lori McCune, and Jones Mutua participated with Math Maze during Super Science Saturday. Evan Noynaert and Baoqiang Yan did demonstrations with the Giant Abacus.
- Prairie Lands Writing Project Co-Directors Josie Clark and Elisabeth Alkier facilitated the Scholastic Writing Workshop at Bode Middle School for writers in grades 7-9. This workshop focused on what it takes to write a piece for submission for the Missouri Writing Region of the Scholastic Writing Awards. Participants examined mentor texts from previous Scholastic Writing Award winners in order to try new writing techniques in their own pieces. They learned how to sign up on the Scholastic Workshop and shared some of their writing in a mini open mic. The workshop brought together 17 young writers and four teachers from six different St. Joseph schools.
- Marianne Kunkel gave a reading from her new book, *Hillary, Made Up*, at the meeting of the St. Joseph chapter of Persisterhood.
- Geography Club hosted several events during Geography Awareness Week. The week kicked off with a chili cook-off to raise money for MWSU Campus Cupboard. The \$190 raised will be used to by staples for students in need of nourishment and hygiene supplies. The week also included a panel discussion on GIS Day, which brought together professionals from the local community and MWSU faculty to discuss how they use GIS in their careers. The weekend with a celebration of geography research that included posters by MWSU undergrads, Cheyenne Curley, Jessica Hunt, Kim Leach, and Brian Salsberry. The celebration also featured a research presentation by Kim Leach entitled, "Disney World or Bust?: The Impact of Family Composition on Travel Decisions."
- Evan Elizabeth Hart organized the Mary Boder History Speaker Series with Matthew E. Stanley from Albany State University. He presented "A Third Revolution: Gilded Age Workers and Civil War Memory."

- MWSU Yearbook received the following 36<sup>th</sup> Gold Circle Awards from Columbia Scholastic Press Association:
  - Theme and Concept- *The Griffon*
  - Cover design- *The Griffon*
  - Sports action photo-John Ellis, "Softball (catcher)," *The Griffon*
  - Photo portfolio-Chase Merwin, *The Griffon*
  - Division page design-Staff, *The Griffon*
  - Student Life spread: multi-page spread-Hyeyeon Park and Bethany Vonseggern, "Producing a Yearbook," *The Griffon*

#### *Awards/Other*

- Cary Chevalier received the E. Sydney Stephens Award at the Missouri Natural Resource Conference. The E. Sydney Stephens Award is the highest honor presented by the Missouri Chapter of The Wildlife Society to one of its members and dates back to 1969. It is annually presented to a voting member of the Missouri Chapter who has developed, applied, administered, or completed an especially significant program of management, education, research, or communication that results in an outstanding contribution to the wildlife resources of Missouri.
- Robert G. Nulph, Chair of the Department of Communication and Journalism, has received a Silver CINDY award in the 2018 International CINDY (Cinema in Industry) Competition for his educational video digital project "Coin Carving" with Master Carver Steve Adams. The CINDY awards are presented to those individuals and groups who have produced digital programming that achieves the highest level of excellence in production value and message effectiveness. The CINDY Awards have been honoring interactive and linear media for both broadcast and non-broadcast applications since 1959.
- Kay Siebler was elected chair of the St. Joseph Human Rights Commission, a mayoral commission dedicated to addressing social justice issues in the city of St. Joseph, and she was awarded the Drum Major for Social Justice Award from the MWSU Multicultural Center. The award was presented at the annual Martin Luther King banquet.
- Emily R. Gioielli was awarded Honorable Mention for the 2019 Mark Pittaway Prize from the Hungarian Studies Association for her article, "Home is Home No Longer," which was published in 2017 in *Aspasia*.
- Jordan Atkinson has been elected Secretary, Instructional Development Division, for the National Communication Association, 2019-2021. He has also been elected to the Executive Council, is the Chair and Program Planner, Instructional Communication Interest Group, Program Planner, Graduate Poster Session, all for the National Communication Association.
- Funded by her NSF grant, Julie Jedlicka and undergraduate student Chris Watson travelled to coffee farms in Kenya to gather data on avian and ant biodiversity along an elevational gradient.
- Yipkei Kwok passed the CISCO CCNA Routing and Switching certification exam.

## **PROFESSIONAL STUDIES**

Dr. Ben Caldwell, Dean

#### *Presentations/Conferences*

- Pam Clary and Jana Frye presented "Using the Advice of Students to Develop a Bridge to Practicum Curriculum" at the National Council on Family Relations Conference in San Diego, CA.
- David Tushaus, along with MWSU students Britane Hubbard and Kaylee Sharp, presented "The Myanmar Shwe: Empowering Law Students, Teachers and the Community" at the

Inclusion, Exclusion and Democracy International Conference in Australia. Britane and David also presented "Applied Learning Approaches in the Classroom: Connecting Students with Needs in the Community."

- Pam Clary presented "Ministry to Victims of Domestic Violence and Trauma" at Mosaic Life Care in St. Joseph, MO.
- Susan Bashinski presented "Laying the Foundation for Communication-Learners with Functional Needs, Including Students Who Are Deaf-Blind" at the North Carolina Department of Public Instruction in Greensboro, NC.
- Susan Bashinski presented a professional development event for the New England Consortium on Deaf-Blindness. Topics included: An Introduction to Concurrent Hearing and Vision Loss, Building a Communication Foundation for Learners Who Experience Deaf-Blindness, and Practical Strategies Related to Communication Development for Learners Who Experience Deaf-Blindness. The event was held in Concord, NH.
- Elizabeth Potts and Susan Bashinski presented a poster "Evaluating Special Educators Using the CEC Initial Preparation Standards" at the Council for Exceptional Children Convention in Indianapolis, IN.
- Susan Bashinski met with a small group of administrators and the CEO of the Perkins School for the Blind in Watertown, MA, to develop a long-term plan for post-secondary transition for learners who experience deaf-blindness.
- William Russell, Regan Dodd, and Britt Johnson presented "5 Slides in 5 Minutes: Navigating the Challenges of Youth Sports" along with Melanie Zerr (Wentzville School District) and Dr. Matt Symonds (Northwest Missouri State University) at the Annual State Convention for the Missouri Association of Health, Physical Education, Recreation and Dance (MOAHPERD) in Lake Ozark, MO.
- Linda Oakleaf presented "Are you inclusive? Working with transgender and gender non-conforming youth" at the MOAHPERD Convention.
- Sergio Molina was the presider of the student research poster presentation session at MOAHPERD Convention.
- Gerald Small presented "Play, Laugh, Learn" at the MOAHPERD Convention.

#### *Publications/Exhibitions/Peer Reviews*

- Heather Kendall was the first author of an article published with Eduardo Abreu and An-Lin Cheng (University of Missouri-Kansas City). The article, "Serum Albumin Trend Is a Predictor of Mortality in ICU Patients With Sepsis," was published in the journal *Biological Research for Nursing*.

#### *Student/Community Involvement/Successes*

- MWSU students presented student-research poster presentations at the MOAHPERD Convention. Jordyn Galvin and Tiffanie Yabut presented "Academic Motivation Differences Across Male and Female College Student-Athletes." Christina Hall and Whitney Wyckoff presented "Disordered Eating in College Females: Do Athletes and Non-Athletes Differ?"
- Organization of Student Social Workers (OSSW) and Pam Clary participated in the 139th Airlift Wing Children's Christmas Workshop.
- OSSW participated in Adopt-a-Family Volunteer Day for the YWCA.
- The Legal Studies Association co-hosted a Brown Bag Lunch event with the Social Work Program, in conjunction with the 3rd Annual Human Rights Fair.
- The MWSU Student American Corrections Association hosted the 6th Annual Northwest Division of Youth Services Flag Football Tournament. Youth from six juvenile facilities in Northwest Missouri attended the event.

#### *Awards/Accomplishments/Other*

- Susan Foster completed her Ph.D. in Higher Education Administration from Lindenwood University.
- Stephanie Stewart was selected as a Paul Ambrose Scholar on behalf of the Association for Prevention Teaching and Research.
- The Health Information Management (HIM) program received continued accreditation from CAHIIM.
- Greg Vecchi was selected by the Missouri Department of Public Safety (POST Commission) as the Subject Matter Expert for four areas of the State Law Enforcement Curriculum. These areas include: Tactical Communications, Communication Obstacles, Dealing with Aggressive Behavior and Dealing with Death. He will be responsible for developing the curriculum to be taught by all Law Enforcement Academies in the State of Missouri.
- Britt Johnson served as President and Conference Manager of the MOAHPERD Convention.

## **SCHOOL OF FINE ARTS**

Dr. Bob Willenbrink, Founding Dean

### *Presentations/Workshops/Conferences/Seminars/Committees*

- Thomas Brecheisen attended the Missouri State Thespians Convention.
- Cassie Kay Hoppas attended the Kansas Thespians Conference in Wichita, KS. This included running a recruitment table as well as watching high school seniors in performance audition and interviewing high school senior tech and design students.
- Cassie Kay Hoppas attended KCACTF Region V in Sioux Falls, SD. This including attending selected region shows, mentoring student designers in expo and the costume parade, and attending multiple workshops, including faculty round tables geared at discussing the teaching of design and technology in theatre. She also unofficially aided in the demonstration and instruction of two costume workshops when the number of participants exceeded capacity. Cassie also helped run the MWSU TCD recruitment table for the transfers fair.
- Jeff Stover served as Load In/Load Out Coordinator at the KCACTF Festival 51 in Sioux Falls.
- Toby Lawrence is serving on the Theatre, Cinema, and Dance 2020-2021 Season Selection Committee.
- Morgan Mallory attended a workshop entitled "Intimacy in Performance" hosted by Intimacy Directors International in St. Petersburg, FL.
- Morgan Mallory and 23 students journeyed to Sioux Falls, SD to participate in the Kennedy Center American College Theatre Festival. She championed in securing funding for students to attend through the Student Excellence Fund. There they attended many workshops, saw productions, and participated in theatre discussions with colleagues from around Region 5. Ms. Mallory also presented an 80-minute session "Invisible Theatre: From Boal to the Mannequin Challenge at the festival. Darien Witter, a student, displayed her work for the costume parade.
- Morgan Mallory responded to the following productions on behalf of the Kennedy Center American College Theatre Festival: *God of Carnage* at Benedictine College, *Same Time, Next Year* at Northwest Missouri State, *Electra* at the University of Kansas.

### *Publications/Exhibits/Performances*

- Kathy Liao exhibiting as part of the 21C Elevate Program at 21C Museum Hotel (<https://www.21cmuseumhotels.com/museum/exhibit/elevate-kansas-city-2/>)
- Kathy Liao exhibiting in 2019 Group Exhibition at the StudiosINC Exhibition Space The StudiosINC Exhibition Space, 1708 Campbell St, KCMO.

- Kathy Liao exhibiting in group show "Materialist" at the Leedy Voulkos Art Center 2012 Baltimore Ave, Kansas City, MO.
- Morgan Mallory performed in "21 Chump Street" in *Short and Sweet: 2018* for Missouri Western State University. She played the role of "Narrator".
- Morgan Mallory performed in the Faculty Acting Showcase at KCACTF. She presented a six-minute scene from *Dead Man's Cell Phone*, where she played the character of "Other Woman".

#### *Student/Community Involvement/Successes*

- Lee Harrelson, Elise Hepworth, Bob Long, Jeff Hinton, Nate Gay, Josh Knight, and Rico McNeela attended the Missouri Music Educators Association Conference in Osage Beach. The Music Department hosted a reception for all Missouri Western alumni and staffed a recruiting/marketing booth.
- Thomas Brecheisen has partnered with the Church of Jesus Christ of Latter-day Saints as an education consultant. His involvement with the organization is to provide oversight and insight in the creation of Church educational curriculum and advise on best practices for classroom and lesson implementation.
- Toby Lawrence will produce PSA for the St. Joseph Arts Foundation Annual Fundraiser.
- Toby Lawrence will produce PSA for Environmental Protection Agency on "Dangers of Lead."

#### *Awards/Other*

- Jeff Stover was recognized by Region 5 KCACTF for his Co-Set Design of "Blithe Spirit".
- Thomas Brecheisen developed and began initial rollout of a Canvas program titled My MAPS Achievements. My MAPS Achievements is a self-directed student learning platform that provides incentives for students to develop soft and hard skills that promotes success upon graduation. Students participate in small exercises that help develop personal and professional self-identities as well as strategies to create content and assets to promote their professional brand. It also utilizes gamification theories as students earn badges, which promotes motivation, self-efficacy, and student success.
- Madeline Rislow had guest speaker, Dr. Marwa Ghazali, Lecturer in Islamic Studies at the University of Kansas, present to ART472 (Islamic Art and Architecture) on contemporary issues and theories connected to Islamic Studies. Additionally, Amelia Nelson, Head of Library and Archives at the Nelson-Atkins Art Museum's Spencer Art Reference Library, spoke to the class on information literacy in Islamic art and architecture research.
- Thomas Brecheisen met with the Environmental Protection Agency along with Toby Lawrence to discuss partnering with the agency on the creation of content. This endeavor supports the University's Applied Learning initiative and will allow students to participate in the creation of professional video content for the EPA.
- Thomas Brecheisen met with the Allied Arts Council with Toby Lawrence to discuss partnering with the organization to create PSA content for upcoming events and fundraising. This partnership supports local arts and the community while providing students with Applied Learning opportunities.
- Thomas Brecheisen has secured an opportunity for students to be involved with Visual Effects needs for a Feature Film called "Cuerpo." Interested students will work on this film, under the supervision of Thomas, and participate in a real world film.
- Toby Lawrence started the groundwork for the "St. Joseph Video Coalition"; a non-profit service aimed at assisting students and the community through workshops, alternate spaces, etc. This is part of his professional development and hopes to have it up and running by the summer/fall of 2019.



### *Calendar of Events*

2/22-24, 2/28-3/2 "Little Women the Musical" – Potter Theatre  
2/22-3/22, 2019 National Juried Ceramics Exhibition  
Reception: Friday, February 22 5-7 p.m. - Potter Hall Gallery  
3/03 3:00 PM Concert Band Concert - Potter Hall  
3/07 12:00 PM Downtown Noontime Concert - First Presbyterian  
3/07 7:30 PM Music Technology Ensemble Concert - Kemper Recital Hall  
3/08 12:00 PM Department-Wide Recital - Potter Theatre  
3/08 2:00-5:00 PM Music Scholarship Auditions - Potter Hall  
3/11-3/14 Chamber Choir Tour - Minneapolis, MN  
3/18 7:30 PM Faculty Recital: Dr. Joshua Knight, percussion - Potter Theatre  
3/20 7:30 PM Marimba Madness Concert - Potter Theatre  
3/21 7:30 PM Brass Ensemble Concert - Potter Theatre  
3/23 2:00 PM Senior Recital: Aung Moe Kyaw, piano - Potter Theatre  
4/13 9:30-5:30 PM Event: 3<sup>rd</sup> Annual Missouri Western State University / Albrecht-Kemper Museum of Art Undergraduate Art History Symposium. Keynote speaker: Dr. Mey-Yen Moriuchi, Assistant Professor of Art History at La Salle University, "Mexican Costumbrismo: Race, Society, and Identity in Nineteenth-Century Art."

### **ADMISSIONS**

Paul Orscheln, Associate Vice President of Enrollment Management & Student Retention

#### *GO & Griffon Edge Programs*

- Transition and Griffon Edge mentor training is being held every Wednesday evening through April 17.
- We've been working with Advantage Design Group to create our on-line orientation program.
- The GO registration site has opened. There are 164 students who have RSVP'd to attend one of the seven advertised programs.

#### *Recruitment Activities*

- Gearing up for the Decision IQ yield campaign.
- Admissions Counselors are attending transfer college fairs, high schools and a handful of traditional college fairs.
- This is yield season so we are solidifying relationships with students and parents via email and phone calls.
- Hosted the Golden Griffon Invitational but, due to the challenging weather, only had eight families attend.

#### *Student Ambassadors*

- The student ambassadors gave tours to 77 students plus guests the month of January.
- The student ambassadors are also being trained along with the Transition and Griffon Edge mentors.

#### *Processing*

- Have admitted 5,443 new freshman students for Fall 2019.
- Staff has been assisting with the implementation of Grad CAS.

## FINANCIAL AID

Marilyn Baker, Director

*Financial Aid Statistics (as of February 10, 2019) for Academic Year 2018-19*

	Month to Date As Of Feb 10			AY To Date As Of Feb 10		
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
FAFSA's Received (Duplicated)	12378	13972	15792	12979	14459	15792
FAFSA's Received (Unduplicated)	6256	7469	7828	6371	7580	7828
Packaged Students	4188	5132	5881	5290	6243	5881
<b>FAFSA's Selected for Verification</b>	<b>2198</b>	<b>2365</b>	3241	<b>2290</b>	<b>2435</b>	<b>3241</b>
FAFSA's Verified By FAO	1275	1234	1558	1363	1299	1558
FASFA's Verified w/ Correction	967	955	989	1045	1007	989
<b>Loans Certified (Duplicated)</b>	<b>4390</b>	<b>4302</b>	<b>4202</b>	<b>4755</b>	<b>4632</b>	<b>4202</b>
Alternative	87	106	116	106	130	116
Subsidized	1923	1884	1817	2062	1996	1817
Unsubsidized	2165	2096	2036	2350	2263	2036
PLUS	215	216	233	237	243	233
<b>Loans Certified (Unduplicated)</b>	<b>2494</b>	<b>2436</b>	<b>2404</b>	<b>2601</b>	<b>2527</b>	<b>2404</b>
	Month to Date As Of Feb 10			AY To Date As Of Feb 10		
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
<b>Disbursed Funds</b>	\$36,183,935	\$39,415,988	\$39,960,160	\$39,028,813	\$42,152,129	\$39,960,160
Student and Parent Loans	\$16,142,079	\$15,903,623	\$15,671,661	\$17,619,321	\$17,048,125	\$15,671,661
Federal Grants/Scholarships	\$8,267,648	\$8,764,527	\$8,661,688	\$8,754,859	\$9,482,384	\$8,661,688
State Grants/Scholarships	\$3,032,139	\$3,007,399	\$2,972,687	\$3,218,556	\$3,187,265	\$2,972,687
Inst/Foundation Scholarships	\$7,626,037	\$10,448,276	\$11,423,783	\$8,047,169	\$10,921,703	\$11,423,783
External Scholarships	\$1,116,033	\$1,292,163	\$1,230,341	\$1,388,907	\$1,512,651	\$1,230,341
<b>Financial Aid Recipients</b>	<b>4,021</b>	<b>4,083</b>	<b>4,082</b>	<b>4,205</b>	<b>4,262</b>	<b>4,082</b>

- 4% increase in FAFSA applications (unduplicated), compared to February 2018
- 14% increase in the number of students awarded financial aid, compared to February 2018
- 1% decrease in federal student loan certifications, compared to February 2018

- 1% increase in total funds disbursed for 2018-19 academic year, compared to February 2018

*Key Activities – 2018-2019 Academic Year*

- Disbursed \$16,192,113 in financial aid to students accounts for the Spring 2019 semester.
- Conducted six Satisfactory Academic Progress Seminars for students who have fallen below the required 2.00 GPA and/or 67% completion rate requirements.
- By the end of February, we will have conducted five Debt Management Seminars for first-time freshmen borrowers enrolled in the Spring 2019 semester.
- Conducted a 2017-18 FAFSA Completion event for Central High School Students before the February 1 deadline.

*Key Activities – 2019-2020 Academic Year*

- Received 5,081 FAFSA financial aid applications for the Fall 2019 semester
- Of the 5,081 FAFSA's:
  - 2,670 are potential incoming freshmen
  - 150 are incoming transfer students
  - 2,071 continuing students
- The Financial Aid Office has awarded 1,739 incoming students for the 2019-20 academic year as of February 10.

## **LIBRARY**

Sally Gibson, Director of Library

- This spring the library has an exhibit featuring several rare books donated by Marshall White. On February 27, from 2:00 p.m. to 4:00 p.m., the library will host a reception for Marshall White. Attendees will be able to view the rare books and other materials available in the Special Collections and Archives.
- The Library Classroom, Hearn 301, is being upgraded. New lighting, ceiling tile, and carpet are being installed. A teacher station is being added. The renovations will be completed near the end of February.

## MEMORANDUM

TO: Dr. Robert Vartabedian, President

FROM: Shana L. Meyer, Vice President for Student Affairs

DATE: February 2019

SUBJECT: Report to the Board of Governors

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### **Vice President's Office**

*12/5/18-2/28/19*

*What stands between students and learning?* In this Student Affairs-sponsored series for faculty, staff, and students, we'll explore just that. The Ready to Learn series began in the spring of 2017 to provide ongoing information and professional development opportunity to the campus. The first spring session of the Ready to Learn series was held on January 31. This session was "Connecting with Student Veterans" presented by Sgt. Christopher Irvin and Staff Sgt. Michael Dinwiddie. They spoke to faculty and staff, took questions and provided a variety of resources such as the free March2Success an online study program that helps students prepare for college and standardized tests. Adam McGowan presented "That's What He Said," a session focused on sexual harassment prevention and response on February 13.

Two additional sessions remain in the Spring Series:

- International Student Session, Thursday, March 28, 11:30am, Blum 222
  - Current international student numbers will be presented; immigration regulations will be shared; as well as information on how to support international students through challenges of studying abroad
- Depression and Suicide, Tuesday, April 23, 11:30am, Blum 222
  - This session will focus on responding to concerns about depression and suicide, as well as dos & don'ts

The Food Service Oversight Committee met on January 31, 2019. This group meets monthly to review terms of the Aramark contract and to ensure continuous improvement and quality in our dining facilities and catering operations. New business topics on the agenda included a discussion of campus closings & dining availability; operations that remain open over break periods; minimum wage & implications for Aramark. Campus dining operations will shut down completely over Spring Break. Aramark is not exempted from the minimum wage increase that was recently implemented in Missouri, so wages have increased. Aramark has already seen an increase in applications since this change went into effect. Retail prices did increase by 1% to help pay for this increase; contracts will need to be renegotiated for future increases.

In other Aramark news, Starbucks can now accept gift cards! Additionally, the Starbucks app will be a future initiative that will be available on campus. Aramark has been helpful in responding to requests. Most recently a new flex plan was created for commuters after being requested. Stephen Kerr shared Dining Styles survey results. Last year 149 people took the survey; this year there were 408. We are at 5.72/7 points. The only category that went down was affordability. Finally, sustainability has been a greater focus this year. To go plates are now sustainable, and straws are no longer available in the dining hall. The next goal is to make the food court more sustainable, moving toward paper straws.

The Division of Student Affairs is preparing for the inaugural Student Organization Achievement Recognition Reception (SOAR), to be held April 3, 2019. The purpose of the Student & Organization Achievement Recognition Reception (SOAR) is to recognize the outstanding leadership and achievements of Missouri Western State University student organizations, students, advisors, and community supporters. Nominees should foster the MWSU values of Service, Quality, Enthusiasm, Freedom, Respect, and Courage. Individual leadership awards that will be presented include:

- *Outstanding Student Organization Member Award:* This prestigious award is designed to recognize an outstanding member within a student organization for all their individual hard work.
- *Dean Hoff Outstanding Achievement Award:* The Dean Hoff Outstanding Achievement Award is given to one undergraduate student per class, determined by credit hour (freshman, sophomore, junior, senior), who has shown outstanding achievement and has excelled in academics and extracurricular activities. The student should be able to demonstrate that they have gone above and beyond what is typical of a student. The student must have attended MWSU for at least one (1) year and be in good standing with the university.
- *The Dr. Robert A. Vartabedian President's Outstanding Leader Award:* The Dr. Robert A. Vartabedian President's Outstanding Leader Award recognizes an outstanding individual who advanced the mission of their student organization whole challenging and encouraging the membership to advance new initiatives, acquire new skills, and prepared the group for leadership transition and ongoing success. The award recipient must display a commitment to leadership development, membership engagement, innovation, and cross-campus collaboration. Recognition of accomplishments is limited to the current year of presidency. The recipient of this award can be nominated by the organization's faculty advisor, any active member, or by the president themselves.
- *Outstanding Student Advisor of the Year Award:* A successful advisor nominee for this award will have displayed significant effort for the improvement of the organization and provided continuous support for the group.
- *Student Employee of the Year Award:* Selected from the pool of recipients from the monthly Student Employee Award program, this award recognizes the outstanding contributions and achievements of students who work while attending college. The

recipient of this award will be nominated for further consideration at the state and national level.

Recognition will also be provided for campus programs that occurred in 2018-2019:

- *New Program of the Year Award:* A successful program/event nomination for this award should be a **new** program during the 2018-2019 academic year that meaningfully contributed to the MWSU community.
- *Program of the Year Award:* A successful program/event nomination for this award should be a program during the 2018-2019 academic year that meaningfully contributed to the MWSU community.
- *Community Service Program of the Year Award:* This award is presented to the MWSU student organization program which has made outstanding contributions to the campus community and/or increases or enhances volunteerism and community service.

Finally, group awards will be presented in the following categories:

- *Glenn Marion Community Service Award:* The Glenn Marion Community Service award is given to a registered student organization that has been a permanent and active organization for at least one (1) year. The organization should be able to demonstrate how it has gone above and beyond what is typical in terms of providing community service and philanthropic activities over the course of the academic year.
- *Spirit of the Griffon:* This award is given to a registered student organization that has been active on campus for at least two (2) years. The award recognizes organizations that have supported or encouraged school spirit at events, brought positive recognition to MWSU on or off campus, and displayed their Griffon pride with distinction.
- *Fraternity and Sorority of the Year:* This award is designed to highlight chapter achievements that best promote the Fraternity and Sorority Life community and foster understanding and support for the fraternity and sorority community.
- *Best New Student Organization:* This award recognizes a club or organization that has put forth effort to enhance the MWSU community and has maintained strong and consistent operations. Only student organizations that were established for the first time during this academic year will be eligible.
- *Student Organization of the Year:* The Student Organization of the Year award is presented to an organization that has made a significant effort to further its purpose through its contribution to Missouri Western State University and the St. Joseph community. This award recognizes the student organization that has demonstrated consistent Service, Quality, Enthusiasm, Freedom, Respect, and Courage through their activities and programs. Furthermore, the organization embodies the Griffon spirit through its commitment to leadership development, collaboration among groups, and programmatic efforts to enhance the quality of campus life at MWSU. The Student Organization of the Year is considered a role model for other organizations on our campus.

Student Government Association representatives, Austen Hall, Engoma Fataki, Mazzie Boyd, and Michala Pulliam attended the 32nd Annual Governor's Student Leadership Forum held January 9-11 in Jefferson City. The statewide forum offered a unique opportunity for students of Missouri's higher education institutions to come together. Students met with leaders in politics and businesses to discuss the servant leadership philosophy of Jesus of Nazareth. The belief is that the future prosperity of Missouri depends on a multi-generational dialogue about the faith and values that guide a leader's actions.

Student leaders and Missouri Western administrators attended Great Northwest Days. This is an opportunity for northwest Missourians to communicate with the leadership in Jefferson City. The event includes introductions to the House & Senate and a regional lunch, followed by an evening buffet with State legislators, department heads and elected officials. Missouri Western's student delegation included Student Government Association (SGA) representatives Austen Hall, SGA President, Mazzie Boyd, Senator, Engoma Fataki, Student Director of External Relations, and Nathan Scott, Senator, accompanied by SGA Advisor, Shana Meyer, Vice President for Student Affairs. Students met with Senator Tony Leutkemeyer, Representative Sheila Solon, Speaker of the House Elijah Haahr, Representative Dean Dohrman, members of the Governor's staff, Senator Dan Hegeman, Representative Bill Faulkner, Representative Brenda Shields, Representative Greg Razor, Representative Kenneth Wilson, & Representative Kevin Windham. They also met with MWSU alum, Jacob Scott, who is the Chief of Staff for Senator Eigel.

Many thanks to Athletics for hosting organ donor awareness night on January 31. MWSU student William Taylor recently underwent a successful kidney transplant, and was recognized at the event. Representatives from the Midwest Transplant Network were also on hand. February 14 was National Donor Day. For more information on becoming an organ donor visit [mwtn.org](http://mwtn.org).

Below are the latest numbers of our partnership with Saint Joseph Transit (RIDE), the program paid for by Student Government Association that allows faculty, staff, and students to ride free.

	<b>FY2019</b>	<b>FY2018</b>	<b>FY2017</b>	FY2016
July	1,226	1,368	1,325	<i>Trial started 8/26/15</i>
August	1,369	1,669	1,642	249
September	2,394	2,430	2,386	2,296
October	2,458	2,454	2,412	2,396
November	1,887	1,954	2,090	1,597
December	1,549	1,446	1,586	1,443
January	1,675	1,669	1,707	1,568
February		2,170	1,870	2,317
March		1,947	1,875	1,895
April		1,891	1,709	1,962
May		1,262	1,252	1,220
June		1,268	1,141	1,345
<b>Total YTD</b>	<b>12,558</b>	<b>21,528</b>	<b>20,996</b>	18,288

### ***Conferences/Meetings/Events Attended***

- Focus groups: Nontraditional / Commuter students, December 5;
- Center for Teaching Excellence meeting, December 5
- President's Holiday Lunch, December 10
- General Studies Honors & Majors Honors Recipients Honors Medals presentation, December 10
- Partners in Prevention meeting, December 11
- Multicultural Graduate Reception, December 13
- Farewell & Sash Ceremony, December 14
- Commencement, December 15
- Mark Mabe retirement reception, December 19
- Winter Break! December 24-January 2
- Residential Life training, January 3
- Student Affairs Winter retreat, January 7
- International Orientation, January 10
- Griff Life Presentation to Fine Arts, January 14
- Handshake Launch Event, January 17
- Vice President for Financial Planning & Administration search committee, January 28, February 18
- MLK Drum Major for Justice Banquet, January 31
- Donor Night at the Men's Basketball Game, January 31
- Great Northwest Days, February 4-6
- Project Graduation, February 7, February 26
- NASPA Board call, February 8
- Majors Fair, February 12
- Chamber of Commerce After Hours, Spratt Stadium, February 12
- Ready 2 Learn: That's What He Said, February 13
- Staff Association, February 13
- Heart Your Union, February 14
- Governance Advisory Council, February 19
- Budget Advisory Council, February 20
- Black Heritage Dinner, February 25
- Food Service Committee, February 26
- A multitude of 1-1 meetings with direct reports, President Vartabedian & Vice Presidents
- Weekly Cabinet & Dean's Council meetings; Student Affairs Directors' meetings monthly; SALT meetings 3 times a month
- Regular Allied Arts Board meetings, once/month



## **Associate Vice President for Student Affairs & Dean of Students**

Dr. Judy Grimes

I had the opportunity to attend the national meeting of the Association for Student Conduct Administration. A pre-conference all-day session of Deans of Students, Vice Presidents and Associate Vice Presidents of Student Affairs was very informative. Presenters on that day as well as many others throughout the conference provided considerable information on legal trends in higher education including Title-IX, free speech on campus, service and emotional support animals and many others.

Planning is ongoing for various international recruitment trips this spring and summer. A planning meeting was held with the International Center staff and the Academic Deans and we will follow up with a broader campus conversation in March. A smaller group meets in February to look at new possibilities with Universities in Japan. Ann Rahmat, the Director of International Recruitment will be traveling in February while Fumi Cheever will be on the road in March and April.

Events that I have attended include the Multidisciplinary Research Day Poster Session, the Major's Fair, the Martin Luther King Awards Banquet, Center for Teaching & Learning Planning Dinner, a meeting on the communications plan for potential International Students through the Admissions CRM system, the Honor's Medal Ceremony, the Farewell Reception for the Director of IT, Mark Mabe, the Eichorst reception at the Potter Gallery, Faculty Senate, numerous basketball games, Recreation Services meeting, Counseling staff position planning, the Chamber of Commerce After Hours event held at Spratt Stadium as well as a webinar by Ruffalo Noel Levitz on Student Success and a webinar by Husch Blackwell on ADA and FMLA. I also met with incoming international students during their orientation.

Additionally, I chaired a Student Affairs committee on Partnerships with Academic & Student Affairs. This very interesting group is documenting the numerous current collaborations we have and looking at future possibilities. It is modeled after the NASPA Knowledge Community of the same focus.

Regular meetings included Admissions & Graduation, Student Affairs Leadership Team, the College Completion Team and Partners in Prevention. I have also had many meetings and conversations with students and parents, both towards the end of the semester in December and in January and February as a new semester is beginning.

Work continues on Assessment and Strategic Planning in the student conduct area as well as the areas I oversee in International Programs and Health & Wellness.

## **Title IX**

Adam McGowan

Much of the semester so far has been spent working on cases from last semester. Other time has been devoted to reviewing the Department of Education's proposed rulemaking on Title IX compliance. The public commenting period ended on January 30, aside from a one day open period on February 15. Media has reported that over 100,000 comments were submitted on the proposed regulations. The next step in the process will be that the Department of Education will be responding to comments and may make revisions based on the feedback. Once the regulations are finalized it is expected that the time to implement the final changes would be 30 to 60 days. At this point it is unclear when we may see the final version. That being said I am continuing to seek information and training on the regulations as proposed to start drafting possible changes to Missouri Western's Sexual Misconduct Policy and Procedures.

I have also been developing a hearing panel training program for Student Affairs staff and trained investigators. Our current Sexual Misconduct policy requires the use of a hearing panel in student-on-student cases where there are disputed material facts during the investigation. The hearing panel will be composed of three student conduct professionals to determine by a majority vote, the facts that are in dispute. The parties involved are not in the room at the same time, but will have access to audio of the other party's discussion from another room. There is currently no direct cross examination allowed in our policy, but an individual may submit questions to the hearing panel to have the panel then ask the other party. Should the proposed Department of Education regulations become final we will have to examine our hearing panel model.

In addition I am closely monitoring the progress of two bills working through the Missouri Legislature. House Bill 573 and Senate Bill 259 create new provisions relating to the rights of accused college students in Title IX proceedings. While many aspects of these bills are already present or allowed for under our Sexual Misconduct Policy and Procedures these bills also contain some potentially significant changes again in how hearings are conducted, and may not mesh easily with the proposed Department of Education requirements. I was interviewed by both the St. Joseph NewsPress and KQ2 on these bills. It is very early in the legislative session but I will be monitoring the progress of these two proposed bills.

On February 13, I presented a talk on sexual harassment prevention and response in the workplace as part of the Division of Student Affairs Ready to Learn series. My presentation covered definitions of sexual harassment under the MWSU Sexual Misconduct policy, a discussion of behaviors ranging from innocuous workplace banter to sexual assault and asked participants to rank them on a spectrum of offensiveness. Those who were present were provided more direct attention and a discussion of their specific questions and concerns.

I was invited to speak at the St. Joseph School District's ENGAGE Summit on February 15 (date to be rescheduled due to weather). The ENGAGE Summit is a one-day conference style professional development summit for SJSD employees. My talk will be on common Title IX and

sexual discrimination issues in the K-12 setting, ideas for addressing both positive and negative behaviors by students, what issues my office typically addresses and demonstrating the "Consensual Relationships 101" presentation that Isaiah Collier, Assistant Dean of Student Development, and I presented at Griffon Edge in August, 2018. My hope with speaking at the Summit is to start building a relationship with administrators at the school district and local schools to build a network of partners for collaborative work and resources.

## **Health & Wellness**

Harold David Brown

The Health Center participated in the SGA Heart Your Union on February 14 performing 43 HIV tests with the assistance of the St. Joseph Public Health Department.

During the first six months of the academic year, the counseling center has provided a total of 1,184 appointments. This total is about the same as the first six months of last year despite the numerous snow days. It also does not include students stopping by for brief visits without appointments and crises responses.

The Counseling Center bid farewell to counselor Vincenza Marash in January, who accepted a counseling position with the counseling center at the University of Missouri-Kansas City. Dr. Marash had been an employee of Missouri Western for 15 years, providing expertise in diversity and women's issues. A search is currently underway for her replacement.

The Baker Family Fitness Center has seen a steady progress from the start of the Spring semester in small investments to upgrade the building. These investments include painting, and an upgrade to our security system.

The biggest cost investment is the upgrade to our security system. After an analysis of the system from Instructional Media Center (IMC), they determined that the base unit of the system had to be completely replaced. This update gave us much more functionality, and increased our storage capacity by a full Terabyte. We also added four indoor cameras, and five outdoor cameras to not only cover some blind spots, but also give us a full exterior surround of the building to help with security during events (i.e. Chiefs Camp, MWSU football and soccer games).

Our second project is an upgrade to the esthetic of the inside of the building. The current Baker Fitness Coordinator, Emily Garcia, conducted a survey of Missouri Western students to see if they were utilizing the building (since it is included in their fees), and if they were not using it-why? Surprisingly, half of the students that said they were not using the facility strictly because it looked outdated. Wanting to correct this and to draw students back in, we have developed a new paint theme with the Physical Plant crew. These paint color choices really brighten up the space; make it look larger; and have brought some much needed MWSU spirit back to the Baker Family Fitness Center. We have received a lot of complements from Alumni and Gold

Coat members, who appreciate that investments are being made to improve the building from an esthetic stand point, not just with equipment.

The Baker Fitness Coordinator has also begun certifying individuals in CPR since receiving her Instructor Certification in December. So far, I have certified graduate assistants from Athletics to keep them in compliance with NCAA regulations. Many faculty and staff have reached out to Ms. Garcia expressing interest in gaining their certification as well, and plans are underway to offer that opportunity in the near future.

The Recreation Services Director, Wonda Berry, is now back to work after a couple months of being out. She wants to extend a huge thank you to Michelle Jacobs, Emily Garcia and Melissa Cairns Anderson in doing a great job while she was gone.

Intramural Basketball League has started; however, we have only played two nights due to the closure of the Missouri Western campus. It has gone well those two nights and the students seemed eager to get started. We rescheduled the missed games at the end of the basketball schedule.

The Thomas Eagleton Indoor Pool will have a new group on the schedule. Starting February 20, the area Special Olympic Swim Team has been added to the schedule for Wednesdays. The start date is after the St. Joseph schools finish their swimming program for the year. They will be swimming through May. In addition, we are talking to them about the possibility of holding a meet here for the Special Olympic Team.

## **Career Development & Student Employment**

Dr. Vincent Bowhay

As a visible campus resource providing comprehensive job search and career development services, the Career Development Center (CDC) is pleased to share with you an update on all the progress that has taken place since our last board report.

On January 14, 2019 the CDC launched our new online jobs portal Handshake. The transition from Griffons4Hire to Handshake represents a significant milestone in the continuing evolution of our office and the way we deliver services to our students, alumni, employers, faculty, and staff. Handshake already connects MWSU students and alumni to over 1,000 employers and over 900 job opportunities on-campus and in the community. We believe you will find Handshake to be both easy to use and attractive in design.

To prepare the campus for the launch of Handshake, Claudia Baer and Jean Foster held personalized training sessions for over 60 on-campus student employment supervisors. Each session gave on-campus supervisors a chance to ask questions, register their departments, and create their Handshake profiles. In preparation of this training, Claudia Baer also released the revised 2018-2019 Student Employment Supervisor Handbook, which features important information student employee supervisors need in their role.

Our office has also invested in new technology to better serve MWSU students. The CDC has recently purchased event tracking software to complement the launch of Handshake. Now when students swipe their ID cards at CDC and Student Employment Program events, their registration will be recorded and an event name tag will be printed with their information automatically. We've also installed CDC specific digital signage right outside our office to better advertise our events and services to all Griffons.

The CDC participated in several events recently. On February 12, the CDC hosted a table at the 2019 Majors Fair. At the fair, staff members were able to connect over a dozen students to CDC resources. The office also had a table at the annual Heart Your Union event on February 14.

Claudia Baer, Student Employment Coordinator, traveled to Destin, Florida from February 9 to February 13 in order to attend the winter board meeting for the National Student Employment Association (NSEA).

Dr. Vincent Bowhay, Career Development Director, gave 15 classroom presentations in January. Topics ranged from resume tips to finding a job after graduation.

Dr. Bowhay also attended the Business After Hours event hosted by the St. Joseph Chamber of Commerce on February 12.

## **Residential Life**

Nathan Roberts

Residential Life is as busy as ever now that the semester is in full swing. Even though most students have gone through the transition process their first semester, second semester comes with its own challenges.

During this time of year, freshmen students are getting used to new spring schedules. After learning the ins and outs of college their first semester, students are making visible changes to their living habits. Approximately 125 students left residential housing at the end of the fall semester. Students who returned have changed roommates, switched buildings, and even bought-out the other side of their room for more privacy. Before a student can make these changes, they speak with their Residence Hall Director (RHD). During that conversation both the student and RHD discuss success plans and what would be the best living situation to set the student up for success.

Even though there were a few departures at semesters end, we did welcome 47 new students to on-campus housing. As of February 14, our spring occupancy is up approximately 1% at 1038 students compared to 1029 in Spring 2018. Overall occupancy decreased slightly to 83%.

As we move into the end of February and beginning of March our programming will become more stress reduction focused. Resident Assistants (RAs) will be hosting programs that teach residents how to handle their stress in fun, productive ways. Always popular are our spa nights;

however, even something as simple as a hot chocolate bar or a movie night can have a positive impact on student well-being.

The next big event in Residential Life is the hiring of RAs for the 2019-2020 academic year. Applications were due via Handshake on February 11. Individual interviews will be February 18 and group process interviews will occur the evenings of February 20 and 21.

After the RA hiring process comes re-contracting! Returning students will be able to sign-up for and pick their housing March 18 - 31.

The schedule for returning student sign-up is as follows:

March 18-19	Same room sign-up and student athletes
March 20-21	Academic Achievement Wing
March 22-23	Senior Sign-Up
March 24-25	Junior Sign-Up
March 26-27	Sophomore Sign-Up
March 28-29	Freshmen Sign-Up
March 30-31	Open sign-up (anyone who forgot or has not signed up)

Professional Staff members have been continuing their professional development through webinars, committees, courses, and trainings. RHD Mark Moultrup attended a committee planning meeting with UMR-ACUHO January 23-25. The committee aims to assist other housing professionals in the region.

Assistant Director of Residential Life, Joshua Maples, has started his Certification in Occupancy Management. This certificate program is provided by the Association of College and University Housing Officers - International (ACUHO-I). During this program, Joshua will delve deeper into data analysis, creating and maintaining occupancy management processes, and maximizing the student housing information system database.

Director Nathan Roberts, Assistant Director Joshua Maples, and Residence Hall Director Sam Wemple will attend an all-day Title IX Workshop at Husch Blackwell Law Firm on February 20. The workshop will cover proposed regulations and updates, internet harassment, and due process among other topics.

Soon enough summer will be upon us, so planning is already underway. Residential Life will, again, be hiring an ACUHO-I Intern to assist with summer housing. Offers are expected to be given on February 19. Director Nathan Roberts and Assistant Director Joshua Maples are meeting with maintenance and conferences on February 15 to ensure a smooth transition into summer operations.

## **International Center**

Ann Rahmat

The International Center continues to provide service, support, and programming opportunities for the University community. At the same time, International Recruitment functions to identify, explore and implement innovative ways to reach out and attract international students for future semesters.

The International Center is currently overseeing and tracking 139 students from over 30 countries. This includes 78 students from 30 different countries enrolled on-campus at Missouri Western and 59 Optional Practical Training (OPT) and Science, Technology, Engineering and Math (STEM) OPT students. The International Center manages the student immigration records of the OPT and STEM OPT students. They are students who have graduated from MWSU and are now allowed to work in the United States for a short period of time under their F1 student visa from MWSU. OPT students are allowed to work for one year on a student visa towards getting practical training to complement their education. In addition, those in qualifying STEM fields are allowed a 17 month extension to the 12 months.

The International Center provides multiple student programming opportunities to the University community and the region in an effort to bring global and cultural awareness, as well as an appreciation of, and celebration of our diverse student population. A strength of higher education in the United States, is the breadth and depth of student enrichment activities often coordinated by the Division of Student Affairs. A few of the student oriented programs and engagement activities include:

- International Sash and Farewell Ceremony, December 14
- Meet the World, January 31 (rescheduled for snow day)
- Tea & Talk monthly cultural exploration, January 29 & February 26 & monthly
- International Cooking Class cultural experience, February 5 & monthly
- Kansas City Cultural Excursion, February 9
- Heart Your Union, February 14
- Global Focus Group, February 15 & weekly
- Blackness World Wide, February 19

The International Center continues to seek, propose and implement active student engagement focused on multicultural communication, leadership, teamwork, and cultural sensitivity. For example, during the monthly Tea & Talk program, participants engaged in guided cultural topics to share experiences, observations, as well as the opportunity to ask questions in a safe, friendly, and supportive environment. In addition, the programming gives a venue to have

meaningful conversations in a casual and enjoyable atmosphere. Another example is the cultural excursion to Kansas City on February 9. It also provided the opportunity for students to meet/greet, learn to socialize, and make new friendships within the context of a cultural program. Twenty students, American and international students, engaged and participated during the program.

The Center often supports the community's request for cultural exploration and sharing foreign traditions as well. On January 27, two international students volunteered to address youth members at the 4H Club International Dinner in Plattsburg on the topic of "Foods & Traditions" from different countries. Furthermore, the local YWCA invites Missouri Western's international student body to partner and mentor young children on a weekly basis when their class schedule permits. It is quite normal for elementary age children to have the inclination, desire and openness to learn about different cultures around the world.

The Center also provides critical student immigration support to international students. Programs that support enrolled international students include:

- New students' airport transportation support, January 6-7
- International Orientation week for new students, January 8-11
- SEVIS registration process for F-1 visa status students, January 14-February 12
- Workshop regarding Optional Practical Training, February 12

As part of the on-going professional development and necessary student immigration update, the University hosted a visit from the Department of Homeland Security field representative, Jeff Harshman, on January 24. Missouri Western was represented by the Designated School Officials: Fumi Matsumoto Cheever, Ann Rahmat, Jamie Sweiger, Tina Washburn (remote zoom), and Steve Potter.

The competition in overseas student recruitment is challenging with many institutions across the nation, as well as countries such as United Kingdom, Canada, Australia and New Zealand vying for international students. Other countries recruiting international students include China, Japan, and South Korea. It is quite normal for internal and external factors such as changes in local and overseas politics, government policies and economic issues to directly impact student enrollment in the United States.

The International Center provides on-going initiatives to introduce, engage and encourage interest in academic programs and our unique student experience at Missouri Western. Our staff:

- Participated in the American International Recruitment Council professional conference, December 4-7
- Engaged in ICEF third party recruitment agency conference, December 10-12



- Provided agency counselor on-going training sessions utilizing zoom platform to partners in India, Japan, Nepal, Pakistan, the Philippines, United Kingdom, and in the U.S., January 15 - February 19
- Provided regular news highlights or program updates to partner recruitment agents
- Collaborated via an email communication campaign with the Office of Admissions to engage prospective applicants and future enrolled students
- Contacted a number of EducationUSA centers by email, Facebook, and web inquiry in a few key markets regarding merit scholarship opportunities at Missouri Western
- Worked with EducationUSA centers in Japan to help contact local universities or organizations to introduce Missouri Western and develop possible new recruiting collaborations.
- Created and posted public announcements on merit scholarship opportunities on the EducationUSA website.
  - <https://educationusa.state.gov/scholarships/earn-scholarship-and-master-business-administration>
  - <https://educationusa.state.gov/scholarships/bachelorundergraduate-freshman>
- Encouraged prospective students to contact the University through WhatsApp messaging platform, aside from the traditional email message.
- Overseas travel and direct recruitment opportunities between February 22 and March 4 to meet/greet prospective students in Malaysia, the Philippines, and India. The anticipated activities include college fairs, high school and college visits, student workshops and presentations, panel discussions, agency training, and admitted student welcomes.

## **Student Life & Leadership**

Isaiah Collier

The Center for Student Involvement invited students to come and enjoy holiday cookie decorating and hot chocolate on December 10 to kick off Finals Week from 11am to 1pm in the Center for Student Involvement, Blum 207. There was also holiday song trivia and Hallmark movies to enjoy as well, for students to take a quick breather before finals began.

The Center for Student Involvement hosted another session of the ongoing Spotlight program on February 7. The program is designed for students to meet Missouri Western faculty and staff on a more personal basis. Due to inclement weather, the program has been rescheduled to March 27. This semester's Spotlight will feature Isaiah Collier, Assistant Dean of Student Development. The program will consist of a "Talk Show" format with a host asking Mr. Collier a

series of personal questions. Video and pictures from friends and family will also be featured. The CSI hopes to de-mystify MWSU employee positions to students allowing a better opportunity for understanding and cooperation between students and staff.

Twelve students have been chosen to attend the 2019 Alternative Spring Break Trip to New Orleans. Selections were made according to their essay, grade point, and availability to go. Once selected, there is a \$100 nonrefundable deposit to help cover airline ticket costs. Attendees must also agree to a presentation to the Student Government Association once the trip is finished. The trip itself is designed to broaden student's service mentality as attendees will be expected to work at various volunteer positions in community service projects throughout New Orleans every day of the trip. Participants will leave March 11 and return on March 15.

February 14, Valentine's Day, the CSI and Center for Multicultural Education will be participating in SGA's Heart Your Union fair. The offices will offer prizes with a flip of the spinning wheel which has been outfitted with Valentine's Day trivia and facts. There will also be a chocolate dipping station for strawberries and the green screen photo booth with Valentine's themed photo backdrops.

The Center for Multicultural Education took 18 students to the Bode Ice Skating Rink on December 5. Students had to sign up as tickets were limited. With each ticket, the students received a drink and snack from the concession stand and free skate rental. The students had a great time relaxing before finals week.

The CME hosted the 2018 Fall Multicultural Graduate Reception on December 13. Multicultural graduates and their friends and families were invited to come and enjoy light refreshments and be recognized for their academic achievements in a relaxed and casual environment.

The Center for Multicultural Education began the Spring 2019 semester by hosting the annual Martin Luther King Week, starting on January 22 with a "We Are the Change Table" located in the Blum Lobby from 11am to 1pm. The table featured a banner to be signed, photo booth, and information pertaining to the events of the week.

The MLK Drum Major for Justice Banquet was slated for January 23, but had to be rescheduled to January 31 due to inclement weather. There are three Drum Major for Justice Awards which were presented at the banquet – student, staff and community member. This year's winners are Eugenia Wallace, student, Dr. Kay Seibler, staff, and Kimberly Warren, community member. Eugenia is pursuing a BS in Criminal Justice and will be graduating in May.

The riveting movie *Detroit* was shown on Thursday at 7pm in Blum 219.

The week ended with a Community Service program on Friday the 25, with participants bused over to the Bartlett Center in downtown St. Joseph. Students spent the afternoon with children from the community and helping the Bartlett Center staff.

The Black Student Union will kick off Black History Month by celebrating BSU Week beginning Monday, February 11 -15. The list of events is as follows:

- Monday - Black Heritage Dinner, 6 to 8pm, Blum 218
- Tuesday - BSU Salon/Barber Talk, 6 to 8pm, Spratt 203
- Wednesday - So You Think You Can Joan?, 6 to 8pm, Blum 218
- Thursday - Black Love Poetry Event, 7 to 9pm, Blum 218-19
- Friday - Community Service, 4 to 6pm, Bartlett Center

The Nontraditional and Commuter Student Center hosted a Welcome to the Center program on January 14, welcoming new and returning students to campus and showcasing the Center itself. Students were encouraged to take a snack and learn about all of the amenities that the center has to offer as well as upcoming programs.

The Center for Student Involvement Leadership Coordinator, Madeleine Pasco hosted the Spring 2019 semester's "Project: You" leadership course beginning January 28. The short courses were held every day that week from 2- 4pm. "Project: You" is a hands on leadership building program designed to prepare students for leadership roles now and in the future. Each day's workshop focused on a different area of Registered Student Organization leadership such as Presidents, Vice Presidents, Treasurers, and Social Organizers.

Two Panhellenic sorority members, Alicia Beckley and Antanette Ray, attended the 2019 Panhellenic Academy Conference in Indianapolis from January 25 - 26. The two attendees went to programs ranging from Policies and Procedures to Best Recruitment Practices. Their goal was to bring back useful and pro-active information to MWSU's Panhellenic Council to further Fraternity and Sorority Life Leadership skills on campus.

The CSI and the Career Development Center will be hosting a workshop on February 21 for up to 20 students. Participants will learn how to show employers the skills they have acquired through extracurricular experiences such as student leadership, workshop attendance, and presentations. Flyers for this workshop include a word search puzzle, and students who complete the puzzle and bring it to the workshop will be entered into a raffle for a copy of *Grit: The Power of Passion and Perseverance* by Angela Duckworth.

Between 10 and 20 members of fraternities and sororities will be doing community service at the Living Community of St. Joseph Senior Living and Care Center on February 14. Students will be participating in a Valentine's Day game night with the seniors to provide company on the festive holiday.

## **Student Services**

Student Government Association

From Vice President, Evan Banks:

The Student Government Association (SGA) Financial Oversight Committee funded \$4,387.80 to 12 individual students and \$10,746.20 to 11 Recognized Student Organizations (RSOs) for travel funding to attend conferences and competitions. Some of those included: Electronic Club to attend the Industry Engineering & Management Systems Conference, Alpha Phi Alpha Fraternity to attend the 87th Annual Alpha Phi Alpha Midwestern Regional Conference, and Alpha Kappa Alpha to attend the Midwestern Regional Conference.

Members of Student Government spoke with constituents and administration about concerns with Missouri Western being exempt from raising the minimum wage. Because student employees are exempt from some taxes, a nine cent increase was created, which results in students receiving an equivalence of \$8.60/hour. SGA will continue to advocate for increased student wages and moving student payroll to bimonthly paychecks. It is my philosophy that the only way to increase the quality of the university is through incentivizing and empowering the students themselves, and to focus more on the students who contribute to the productivity of the institution directly.

SGA President Austen Hall has been working extremely hard trying to gather support for the Blum basement initiative. He has created a task force that is meeting with administration from across campus to determine the feasibility of renovating the Blum Student Union basement. In a survey conducted by SGA in September of 2018, 87 out of 100 students said they would like to see a renovation of the Blum basement and 33.69% of respondents (563 total responses) would like to see more social spaces on campus.

Campus is difficult to navigate during inclement weather for anyone, particularly those with physical disabilities. We sincerely appreciate physical plant staff members who stood at campus sidewalks when the weather was icy to warn us to walk in the grass. That was a stroke of kindness and, at least the gentleman who spoke to me, did it with a smile. They too should be commended.

Third Thursdays, an effort to connect Missouri Western with downtown Saint Joseph, is slowly gaining more and more interest. With the help of Downtown Firsts, Annette Weeks, SGA's External Relations Director Engoma Fataki, and a few others we have managed to establish relationships with stakeholders in the community. I reached out to get SGA President Austen Hall a seat at the Transit Working Meeting conducted by the local Metropolitan Planning Organization (MPO) to discuss the establishment of a dedicated bus line between the university and downtown. He said it went well and they will start strategizing.

Looking ahead, SGA is focused on issues like gender neutral bathrooms; baby changing stations; student advocacy; and campus fundraising.

I have made huge gains in this place and I would not have been able to accomplish many of the things I have without the help of generous foundation donors, generous instructors, and generous staff and administrators. I will be forever grateful for everything. I recognize and know well the financial issues the university is facing and I'm pledging to stick with you guys to help beyond graduation. I have invested a great deal of time, money, emotion, effort, into this institution and have sacrificed for the sake of those educators, staff and administrators that genuinely work to see people's lives changed. Moreover, I believe in this place. Instructors and your students are the bread and butter of what makes this place great.

SGA held their annual Heart Your Union event on February 14 from 12:30-2:30pm on the 2nd floor of Blum Union. The purpose of the event is to bring together different Student Affairs departments Student Organizations for students to learn more about. Students were also able to get a free t-shirt by completing a free HIV testing. Other activities were, chair massages provided by the Physical Therapy Club, valentine decorating, caricatures, board games and photo booth.

## **Memorandum**

To: Dr. Robert A. Vartabedian, President  
From: Jerry Pickman, Vice President for University Advancement  
Date: February 17, 2019  
Re: UNIVERSITY ADVANCEMENT BOARD OF GOVERNORS REPORT

Activities (arranged by area) since the last meeting of the Board of Governors includes the following:

### **Vice President**

I attended the annual Association of Governing Board's (AGB) Foundation Leadership Forum in January along with Dennis Rosonke, Chair of the MWSU Foundation board of directors and Andrew Molly, Associate Executive Director and CFO. AGB's primary focus is to strengthen foundation and institutional governance – developing and influencing policies that serve as the framework of foundation and institutional working agreements. The forum involves a series of program sessions and networking opportunities to engage with institutionally related foundations from across the country. The overriding theme for this year's forum could have been summed up as, "Challenges Faced by Foundations Given the Disruption and Uncertainty in Higher Education." The collection of topics pointed to the ever expanding role of board members as advocates, fundraisers, entrepreneurs, risk managers, and fiduciaries at a time when the value of a college education is being questioned on a national level. As in past years, what we heard affirmed that the MWSU Foundation is heading in the right direction. We are anxious to implement some of the new ideas presented at the forum - especially those that focused on board restructuring, resource growth and management, and promoting a higher level of engagement between the Foundation's leadership and University's leadership to advocate for the importance of higher education and specifically, Missouri Western's impact the our community and region.

- Special Events and Meetings Attended:
  - MIAA Advancement Leadership meeting
  - Fall Commencement
  - AGB Foundation Leadership Forum
  - MWSU Basketball games
  - Small College Basketball Tournament
  - Gold Coat Luncheons
  - Griffon Football Signing Day Reception
  - MWSU Foundation Executive Committee meeting
  - MWSU Foundation Investment Committee meeting
  - MWSU Foundation New Board Member Orientation
  - Donor/prospect visits

### **Alumni Relations** (Colleen Kowich, Director of Alumni Relations)

- Chapters and Networks
  - Alumni Chapter and Network committees are currently meeting to plan activities for the winter and spring months. Activities include:
    - Future Griffs at the Chocolate Factory

February 18, 2019

Rocky Mountain Chocolate Factory - We are at capacity for both sessions  
- 1:30 and 3:30 p.m.

- Griffons Untapped  
February 19, 2019  
River Bluff Brewery

- Griffons at 108  
June 11, 2019  
Room 108

- Admissions
  - Members of the Kansas City Chapter met on February 4 to sign over 1,000 postcards which will be sent to newly admitted students from the Kansas City area. The St. Joseph Chapter's scheduled date of February 11 was postponed due to weather. They will meet on March 11. St. Louis, Mid-Missouri and Springfield area alumni will also meet in March.
- Alumni Awards & Scholarship
  - 2019 Alumni Award nominations are now being accepted. The Alumni Board will meet in April to select this year's recipients.
  - Ralph Schank '82, Alumni Association Scholarship Chair, has asked last year's Alumni Award recipients to review and select this year's scholarship recipients. He hopes this will become a new tradition as it is a way for us to keep our award recipients engaged.
- Trip to Greece - 2019
  - Dr. Jimmy Albright is coordinating our second alumni trip. This year, we will go to Greece from May 23-June 3. Over 20 alumni and friends have put a deposit on this trip which includes a three day cruise of the Greek islands and visits to ancient sites like the Parthenon.

### **Development** (Kim Weddle, Director of Development)

- Capital Campaign
  - Newly elected House of Representative Sheila Solon will be on campus Friday, February 22 to tour Potter Hall.
  - Follow up visits continue to be made to solicit leadership gifts for Potter Hall.
- Major Giving
  - Since the December meeting, Chrissy McCan has secured a \$15,250 in outright gifts as well as a \$30,000 pledge for the Potter Hall project.
  - She visited alumni in Texas and is currently making visits in Florida.
- Annual Fund
  - Spring direct mail appeal letter
    - will be mailed on March 15;
    - will feature the Foundation's support of Prairie Lands Writing Project and High School Writing Day
- Western League for Excellence
  - Members will be recognized at the Foundation Donor Appreciation Reception
  - Strategizing new ways to secure more members
  - Looking at potential partnership with Ruffalo Noel Levitz similar to Major Giving Pipeline program

- Looking at ways to recognize members who have been members of the League since its inception and those who have been members for at least 5 years
- Ambassadors
  - The next luncheon is March 14 in the Enright Rooms of Spratt Hall
  - The Night at the Ritz is April 18 in the Hall of Fame Room
- Engineering Technology Advisory Committee
  - This year's banquet will be March 25
  - Frank Freudenthal will be receiving the Engineering Technology Excellence Award
- Planned Giving
  - A *Golden Opportunities* newsletter will be mailed on March 7 and will feature the estate gifts received for scholarships established by Rod and Anne Fletcher.

### **Public Relations and Marketing** (Jomel Nichols, Director of PR/Marketing)

- Publications
  - The PR/Marketing team is working on content development and campaign themes for the next round of admissions recruiting materials. This messaging and creative drives the University's multi-channeled recruiting efforts.
  - The winter issue of the MWSU magazine was mailed in January, featuring the University strategic plan and student-faculty research. In addition to more than 25,000 hard copies mailed, digital versions are sent to 10,000 alumni, donors and friends, and an online version was posted on the University's website.
- Marketing
  - The Graduate School's comprehensive marketing campaign is set to launch this spring. The PR/Marketing team has been working collaboratively with several campus units to integrate and unify the messaging for the various graduate programs.
  - The PR/Marketing team is working with the Biology Department on publicity and marketing for the recently approved articulation agreement with Palmer College of Chiropractic.
  - The PR/Marketing team is working with the School of Nursing and Health Professions and the School of Business on marketing and publicity for the new BSN/MBA graduate degree.
- Publicity
  - Halfway through the fiscal year, Missouri Western had been mentioned in the media 1,355 times, on pace to exceed last year's total of 2,288.
  - Several athletics-related stories have led to coverage beyond our local area: the return of the Chiefs training camp for a tenth season, the appearance by football alum Greg Zuerlein in the Super Bowl, and football's National Signing Day. The ongoing search for Missouri Western's next president has been extensively covered in the local media
- Social Media
  - The PR/Marketing team continues to expand content and organic reach on various channels, particularly on Snapchat and Instagram. New initiatives launched this calendar year include Takeover Tuesday, Meme Monday, Career Development Spotlight and Weekend Recaps.
- Communication



- The Family Newsletter was sent to an email list of 1,800 in January. The bimonthly publication featured articles on the Career Development Center's new online employment platform Handshake, 1098-T changes, winter weather safety and closing procedures, and campus events. The next issue will go out in March.
- The PR/Marketing team is running a "Share the Good News" campaign to encourage the campus community to submit accomplishment stories for inclusion in the weekly e-newsletter. While the main focus of the newsletter has been process- and event-driven content, we are working to make it more inclusive of general news around campus. Recently, we have included articles on the fall honor rolls, winners of the 3-minute thesis competition, and a push to increase our followers on University social media channels.

### **Campus Printing & Design Services** (Kendy Scudder, Director of CP&DS)

- Chargeback Comparison
  - December 2017- #144 chargebacks: \$17,909
  - December 2018- #158 chargebacks: \$19,047
  - January 2018- #228 chargebacks: \$27,606
  - January 2019- #202 chargebacks: \$22,802
- Completed Projects
  - Winter Magazine; Human Resources hallway canvas prints; Presidential Search Prospectus Report; President's Holiday Card; Nurses' Pinning invitations; Commencement materials; Graduate Program Hooding programs; Arena Seating personalized labels; printing of textbooks for spring semester; End of year fundraising mailer; Western League for Excellence newsletter; Basketball posters, schedule card, and tickets; MLK week event materials; and, "Handshake" rollout materials
- Projects in Progress
  - Department rack cards and posters; Admissions Tour Room wall graphic wraps; Admissions recruiting materials incorporating a new brand; International program recruiting materials; Basketball programs and newspaper ads; Theatre season (19-20) materials; Charity Golf tournament save the date; and, Spring sports posters, schedule cards, programs

### **MWSU Foundation** (Andrew Molloy, Associate Executive Director and Chief Financial Officer)

- The Bill Snyder Pavilion was officially gifted by Mr. Steve Craig to the MWSU Foundation on December 31, 2018 and simultaneously transferred to the University.
- The Investment Committee of the MWSU Foundation Board of Directors met on January 24th and approved a 4% distribution from the endowment for fiscal year 2020. The distribution in dollars is in excess of \$1.26 million and will be available for various scholarships, programs, and departments during next fiscal year.
- The full MWSU Foundation Board of Directors met for their second quarterly meeting of fiscal year 2019 on February 13th to review December 31, 2018 financials. Total assets of the Foundation are in excess of \$50.5 million at 12/31/18.

- Student Excellence and Blake Scanlon grant applications were reviewed and selections were made on February 13th. These grants help students attend conferences around the nation and world to present papers and group presentations.

## **MEMORANDUM**

**TO:** Dr. Robert Vartabedian, President

**FROM:** Carey McMillian, Interim Director &  
Asst. VP for Financial Planning and Administration

**DATE:** February 15, 2019

**RE:** Report to the Board of Governors – February Meeting

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### **Interim Director**

#### ***Key Activities & Projects***

#### **Conferences/Meetings/Events Attended**

- Conducted one on one meetings with area Directors
- Attended Cabinet meetings
- Attended MWSU Basketball Games
- Interviewed by Griffon News
- Skyped in on MDHE meeting regarding HESFA Rules & Calculations, and received updates on Performance Funding Measures
- Attended Medical Insurance Renewal discussion with Human Resource Department
- Attended Presidential Search Committee Meetings & conducted reference calls for potential candidates
- Met with MWSU Benefits Committee
- Met with Interim Provost regarding Budget Advisory Council
- Presented Financial Statements to the Innovations Stockyard Board
- Met with Manager and Office Manager of Aramark
- Met with Director of External Relations

### **Financial Services, Letha Nold, Chief Accountant & Director of Purchasing**

#### ***Key Projects & Activities***

- The Bursars' Department audited and reconciled financial aid postings to the students' accounts and processed financial aid checks for the spring semester. They also completed administrative drops on students and uploaded 1098-T's, to student's Touchnet accounts.

- The Payroll Department audited and printed W-2's and 1042-S tax information forms for the employees and students.
- The Purchasing Department processed several bids including piano climate control systems, network wiring for Griffon Hall, fuel tracking system, athletic corporate sponsorship services, retention software solution and the hay land revenue lease.
- The Athletic Department Accountant completed and submitted the NCAA report.
- The Accounting Department processed 1099-Misc tax information forms for external independent contractors. The Chief Accountant completed and submitted the Standard & Poors, Merritt Research and Commerce Trust Annual Reports.

### **Human Resources, Sara Freemyer, Director**

#### ***Key Activities & Projects***

#### **Recruiting**

- Applicant tracking software implementation in process, have had some minor delays. Expected to roll out in 4 to 6 weeks.
- December NEW Employees: 2 staff hired
- January NEW Employees: 3 staff, 1 faculty hired
- Currently recruiting for 12 open positions
- National search underway for VP for Financial Planning and Administration position.
- Search underway for Dean of College of Liberal Arts & Sciences

#### **Benefits & Wellness**

- Prep for 1095-C forms are underway and will be mailed to employees by the IRS extended deadline of March 4, 2019.
- A Benefits Committee has been created to provide input with 2019 benefit renewal process. First committee meeting scheduled February 18 to provide information on benefit plans and renewal process and a review of the 2018 claims with BCBS is scheduled for the committee on March 12.

- Employee Wellness Screening/HRA Event scheduled for March 19 & 20.
- A MOSERS Pre-Retirement Seminar has been scheduled for April 3; available for employees who could retire within five years.
- A Medicare Lunch & Learn has been scheduled for April 10; two sessions available to all employees.

## **Other**

- HR group has begun auditing the Policy Guide to review individual policies for edits.

## **Information Technology Services, Fred Nesslage Interim Director**

### ***Key Activities & Projects***

- Banner 9 Admin Pages have been in official use since November 1, 2018.
- Transformation of custom made Banner 8 forms to Banner 9 is under way. The most utilized custom forms should be transformed by the end of March.
- Final design for enhanced and updated WiFi campus-wide will be complete by mid-February. Cost estimates for implementation will be tentatively complete by the end of February.
- Bid was awarded to install the additional cabling need for enhanced WiFi service in the Griffon Hall residence hall. Updated equipment is tentatively scheduled for installation during Spring Break.
- Enhanced, user-centric reporting services for Banner and other data sources are currently being investigated. These services are intended to simplify report generation, allowing users to create, generate, and schedule their own reports, and allow for data extraction in a simplified manner.
- Long-term infrastructure upgrades and alternatives are in the beginning phases of investigation. This includes capacity planning and public cloud usage.

## **Physical Plant, Bryan Adkins, Director**

### ***Key Activities & Projects***

- Physical Plant has continued to work on several projects across campus. Renovation of the Spratt Hall Art Gallery has went very well with the storage units for print not on

display as one of the final tasks. Along with the Art Gallery the Interrogation Room for Law Academy has been completed, Craig Schools of Business renovations, and renovations in Hearn Center and Eder Hall continue as well.

- Physical Plant will commence personal development training with our supervisory staff by attending the 2019 MOAPPA Conference in early March. This training will allow our staff vital instruction on how to deal with daily supervisory issues. In addition to Conference training this gives us an opportunity to network with colleagues from across the state to address common issues faced by Higher Education Physical Plant departments.
- Winter weather has tested the Physical Plant this season. We continue a relentless effort to maintain a safe campus for students and staff.
- Director continues to work on Energy Conservation possibilities including Remington/Agenstein Hood and HVAC Upgrades as well as investigating new technology to help reduce the cost of operating all RTU and Chillers across campus.

**Police Department, Jill Voltmer, Chief of Police**  
**Key Activities & Projects**

- We joined the Region H Homeland security oversight Committee and plan to take advantage of the grant opportunities available.
- Continued weekly meetings with Behavior Intervention Team.
- Hired a part time officer
- Began the hiring process for a full time position. We have 2 qualified applicants.
- Sat on the board of parking ticket appeals.
- Presented Mental Health and Crisis Intervention Training to the Athletic staff.
- Attended the Opiate Task Force meeting, Diversity Committee meeting, Parking Committee meeting, Partners in Prevention meeting, and the Events Committee meeting.

**Risk Management, Tim Kissock, Director**

***Key Activities & Projects***

- The Risk management office asked for assistance from the National Weather Service (NWS) to evaluate some of our new and remodeled buildings for the "best" locations to muster in the event of a tornado. Three employees of the NWS toured campus and submitted their recommendations. We will update our plans accordingly.

**Missouri Western State University**  
**Statement of Net Position**  
**December 31, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and cash equivalents	\$ 8,266,174	\$ 11,551,886
Restricted cash and cash equivalents	300,000	460,000
Short-term investments	-	-
Restricted Investments	-	-
Accounts receivable, net	2,453,135	2,153,684
Federal, State, and local funds receivable	181,789	231,188
Prepaid expenses	574,769	467,234
	<u>11,775,867</u>	<u>14,863,992</u>
<b>Total Current Assets</b>		
<b>Noncurrent Assets:</b>		
Capital Assets, net of accumulated depreciation	113,043,088	114,488,899
Deferred outflows of resources	19,619,982	18,407,506
	<u>\$132,663,070</u>	<u>\$132,896,405</u>
<b>Total Assets and deferred outflows of resources</b>	<u><b>\$ 144,438,937</b></u>	<u><b>\$ 147,760,397</b></u>
<b>Liabilities</b>		
<b>Current Liabilities:</b>		
Accounts payable and accrued liabilities	\$984,801	\$958,204
Accrued compensated absences	\$727,510	\$870,606
Unearned Revenue	\$1,163,083	\$170,400
Interest Payable	\$465,416	\$539,904
Long term liabilities-current portion	2,156,266	1,874,087
	<u>\$5,497,076</u>	<u>\$4,413,201</u>
<b>Total Current Liabilities</b>		
<b>Noncurrent Liabilities:</b>		
Accrued compensated absences	801,305	747,017
Other Post Employment Benefit	1,090,495	1,348,880
Unearned Revenue	1,043,896	764,937
Pension Liability, net	55,559,507	49,332,700
Long term debt, net	47,102,865	49,784,969
Deferred inflows of resources	1,186,923	677,194
	<u>106,784,991</u>	<u>102,655,697</u>
<b>Total Liabilities and deferred inflows of resources</b>	<u><b>112,282,067</b></u>	<u><b>107,068,898</b></u>
<b>NET POSITION</b>		
Invested in capital assets, net of related debt	\$64,057,535	\$61,963,477
Restricted, expendable for		
Scholarships,fellowships and other	\$421,622	\$533,790
Loans	\$82,483	\$82,483
Debt service	352,141	358,132
Unrestricted		
Operating	6,526,811	10,497,646
GASB 68	(39,283,722)	(32,744,029)
	<u>\$32,156,870</u>	<u>\$40,691,499</u>
<b>Total Net Position</b>		



**Missouri Western State University**  
**Statement of Cash Position**  
**December 31, 2018**

<b>Fund</b>	<b>12/31/2018 Available Balance</b>	<b>12/31/2017 Available Balance</b>	<b>12/31/2016 Available Balance</b>
<b>Operating, Auxiliary, Agency &amp; Payroll</b>	<b>\$ 8,183,691</b>	<b>\$ 11,171,886</b>	<b>\$ 15,008,751</b>
<b>Auxiliary System Revenue Bond Funds</b>	<b>300,000</b>	<b>760,000</b>	<b>760,000</b>
<b>Loan Funds</b>	<b>82,483</b>	<b>80,000</b>	<b>82,123</b>
<b>TOTAL FUNDS INVESTED</b>	<b><u>\$ 8,566,174</u></b>	<b><u>\$ 12,011,886</u></b>	<b><u>\$ 15,850,874</u></b>

**Missouri Western State University**  
**Schedule of Funds Invested**  
**December 31, 2018**

<b>OPERATING FUND</b>	<b>YIELD</b>	<b>AMOUNT</b>	<b>BANK</b>
Checking Account	2.37%	7,493,911	Citizens Bank
Miscellaneous Petty Cash/Change Funds	2.37%	5,150	Citizens Bank
<b>Total Operating Fund</b>		<u>7,499,061</u>	
 <b>AUXILIARY</b>			
Checking Account	2.37%	<u>621,761</u>	Citizens Bank
 <b>AGENCY FUND</b>			
Checking Account	2.37%	<u>62,869</u>	Citizens Bank
 <b>TOTAL OPERATING, AUXILIARY &amp; AGENCY FUNDS</b>		<u><u>8,183,691</u></u>	
 <b>AUXILIARY SYSTEM REVENUE BONDS SERIES 2008</b>			
 <b>Repair &amp; Replacement Reserve</b>			
Checking Account	2.37%	<u>300,000</u>	Citizens Bank
 <b>TOTAL AUXILIARY SYSTEM REVENUE BOND FUNDS</b>		<u><u>300,000</u></u>	
 <b>INSTITUTIONAL LOAN FUND</b>			
Checking Account	2.37%	82,483	Citizens Bank
 <b>TOTAL LOAN FUNDS</b>		<u><u>82,483</u></u>	
 <b>TOTAL FUNDS INVESTED</b>		<u><u>8,566,174</u></u>	

**Average Interest Rate**

December 2018 - 2.37%

December 2017 - 1.53%

**Missouri Western State University**  
**Statement of Revenues Expenses and Changes in Net Position**  
**Six Months Ended December 31, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
<b>Operating Revenues</b>		
Tuition and fees, net	\$ 12,973,164	\$ 13,255,042
Federal grants and contracts	537,366	462,691
State/local grants and contracts	359,388	401,828
Interest on student loans receivable	10,544	3,485
Sales and services of educational departments	245,737	226,573
Auxiliary enterprise	4,513,198	4,173,417
Other operating revenues	270,028	272,548
<b>Total Operating Revenue</b>	<u><b>18,909,425</b></u>	<u><b>18,795,584</b></u>
<b>Operating Expenses:</b>		
Salaries and wages	15,094,740	14,960,531
Fringe benefits	4,860,674	4,686,244
Supplies and other services	8,430,702	8,237,674
Scholarships and fellowships	2,028,752	2,067,847
Depreciation	2,677,665	3,236,697
Utilities	981,939	974,524
<b>Total Operating Expenses</b>	<u><b>34,074,472</b></u>	<u><b>34,163,517</b></u>
<b>Operating Income (Loss)</b>	<b>(15,165,047)</b>	<b>(15,367,933)</b>
<b>Nonoperating Revenues/(Expenses)</b>		
State appropriations	10,304,676	10,304,676
Federal grants	4,511,389	4,662,591
Contributions	957,330	860,333
Investment income	138,768	96,434
	-	-
Loss on disposal of capital assets	(30,458)	(3,569)
Interest on capital asset related debt	(1,047,588)	(1,081,842)
<b>Net non-operaitng revenues</b>	<u><b>14,834,117</b></u>	<u><b>14,838,623</b></u>
<b>Total Income (Loss) before Capital Revenues</b>	<b>(330,930)</b>	<b>(529,310)</b>
<b>State Capital Appropriations</b>	-	720,005
<b>Capital Gifts</b>	<u>244,394</u>	<u>175,385</u>
Increase in Net Position	(86,536)	366,080
<b>Net Assets - Beginning of Year</b>	<u>32,243,406</u>	<u>40,325,419</u>
<b>Net Assets - End of Period</b>	<u><u>32,156,870</u></u>	<u><u>\$ 40,691,499</u></u>

**Missouri Western State University**  
**Educational and General Services**  
**Budget and Activity Report**  
**December 31, 2018**

	<b>FY19 Budget</b>	<b>FY19 Actual</b>	<b>FY18 Actual</b>	<b>FY17 Actual</b>
<b>Revenues:</b>				
Students Fees	34,491,239	17,343,225	17,405,792	15,520,974
Interest Income	280,000	114,620	74,840	49,589
Athletic Receipts	27,000	8,808	15,189	13,027
Auxiliary Reimbursement	600,000	300,000	150,000	150,000
Miscellaneous Income	140,000	110,046	45,799	62,105
State Appropriation	<u>20,609,352</u>	<u>10,304,676</u>	<u>10,304,676</u>	<u>11,323,812</u>
<b>Total Operating Revenues</b>	<b><u>56,147,591</u></b>	<b><u>28,181,375</u></b>	<b><u>27,996,296</u></b>	<b><u>27,119,507</u></b>
<b>Expenditures:</b>				
Salary	28,319,778	13,407,807	13,286,808	13,559,185
Fringe Benefits	10,203,665	4,619,352	4,419,358	4,414,773
Student Labor	776,845	400,938	345,121	385,120
Operating	6,847,303	4,914,072	4,974,731	3,818,341
Scholarships	9,000,000	5,393,508	5,051,605	3,511,986
Capital	400,000	282,448	195,849	227,030
Travel	<u>600,000</u>	<u>491,375</u>	<u>488,226</u>	<u>527,628</u>
<b>Total Operating Expenditures</b>	<b><u>56,147,591</u></b>	<b><u>29,509,500</u></b>	<b><u>28,761,698</u></b>	<b><u>26,444,063</u></b>
<b>Operating Reserves (in millions)</b>	<b>9/30/2018 10.2</b>	<b>12/31/2018 2.1</b>		

**Missouri Western State University**  
**Auxiliary Services**  
**Budget and Activity Report**  
**December 31, 2018**

	<b>FY19 Budget</b>	<b>FY19 Actual</b>	<b>FY18 Actual</b>	<b>FY17 Actual</b>
<b>Revenues:</b>				
Students Fees	1,550,000	794,966	798,264	788,587
Food Service	3,850,000	2,218,894	2,062,704	1,892,892
Bookstore Commissions	225,000	124,576	121,790	115,019
Residential Hall Rentals	6,290,000	3,474,148	3,282,409	2,989,694
Conferences & Special Programs	350,000	155,837	115,635	103,634
Vending	30,000	15,409	11,898	10,709
Athletic Receipts	40,000	24,004	31,570	38,070
Federal Interest Rebate	265,000	74,793	132,320	135,245
Interest Income	30,000	34,692	24,958	15,066
<b>Total Auxiliary Revenues</b>	<b>12,630,000</b>	<b>6,917,319</b>	<b>6,581,548</b>	<b>6,088,916</b>
<b>Expenditures:</b>				
Salary	1,077,978	540,801	502,066	564,491
Fringe Benefits	531,340	240,128	220,124	243,412
Student Labor	330,830	97,728	97,587	143,190
Operating	2,922,292	1,131,925	918,416	1,117,781
Debt Service	3,550,519	2,284,194	2,621,652	2,612,741
Food Service	3,553,500	1,651,847	1,608,280	1,588,804
Capital	644,141	88,808	75,917	184,750
Travel	19,400	4,482	2,657	0
<b>Total Auxiliary Expenditures</b>	<b>12,630,000</b>	<b>6,039,913</b>	<b>6,046,699</b>	<b>6,455,169</b>
<b>Auxiliary Reserves (in Millions)</b>	<b>9/30/2018 5.2</b>	<b>12/31/2018 3.5</b>		

**RFP19-059 CAPITAL LEASE FINANCING RATE & TERMS  
FOR REMINGTON/AGENSTEIN HVAC HOOD UPGRADES**

The Remington/Agenstein Science Building consumes significantly more energy than a typical science building of similar size and occupancy. Existing fume hoods are operating at a constant volume. Replacing the old fume hoods will allow the units to operate in a variable volume configuration. This means that the new fume hoods have controls that will allow them to shut down when no one is in the room. This will reduce energy consumption and therefore, realize an annual utility savings of \$100,000 to \$117,000. Lankford | Fendler + Associates, the engineers for this project have estimated the cost not to exceed \$750,000 with a KCP&L rebate of approximately \$50,000. The annual cost for the financing will be \$110,991 and will have a return on investment between 6 to 7 years.

The University requested proposals from Firms capable of providing financing and terms for the Remington/Agenstein HVAC Hood upgrades. The University advertised in two newspapers for two days and sent the specifications of the financing and terms to twelve (12) potential firms.

Two (2) Firms submitted proposals:

	<u>Rate</u>	<u>Principal + Interest Over the life of the loan</u>
D   A   Davidson Kansas City, MO	3.18%	\$788,068
<b>US Bancorp Denver, CO</b>	<b>3.00%</b>	<b>\$713,276</b>

Based upon the above information, the Administration recommends acceptance of the low bid from US Bancorp for the 84 months to provide capital lease financing and terms for the Remington/Agenstein HVAC Hoods upgrades project.

Funding for this project will come from Major Renovation.

## **MEMORANDUM**

TO: Dr. Robert Vartabedian, President

FROM: Paul Granberry, Student Governor

DATE: February 28, 2019

SUBJECT: Report to the Board of Governors

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### **Student Governor Report**

Partnering with the Title IX Coordinator Adam McGowan & The Division of Student Affairs to facilitate "It's On Us" week in April.

Met with Residential Life Director, Nathan Roberts to draft a proposal to the Division of Financial Planning & Administration to officially begin the bid process for new laundry equipment for next school year.

Helping SGA President Austen Hall execute his plans for a renovation project in downstairs Blum Student Union.

I have been appointed by SGA President Austen Hall to serve as Election Commissioner for the upcoming SGA elections.

Report of the President  
Thursday, February 28, 2019

1. In addition to the University presidential search, we are in the middle of searches for:
  - a. Liberal Arts and Sciences Dean
  - b. Western Institute Dean
  - c. Professional Studies Dean/Graduate Dean – which most likely will be handled internally
  - d. Vice President for Financial Planning and Administration
  - e. These should all be taken care of by the end of the semester – making it a very busy semester
  
2. Several of us traveled to Jefferson City on February 5 and 6 for our annual Great Northwest Days: (this included University administrators and several of our student leaders.)
  - a. We celebrated and made known this part of Missouri.
  - b. We also had a number of helpful encounters with:
    - 1) Our legislative delegation (Representatives Sheila Solon, Bill Falkner, and Brenda Shields as well as Senator Tony Luetkemeyer)
    - 2) Chris Dunn in the budget office
    - 3) Kyle Aubuchon in the Governor's office – handling appointments to boards and commissions
    - 4) Elijah Haahr, Speaker of the House – Missouri Western alum and former SGA President here
    - 5) General Stephen Danner
    - 6) Others
  
3. We felt encouraged by our meetings:
  - a. We appeared to have strong support for our MoExcels grant for our health professions – especially from Senator Luetkemeyer (nearly \$1.2 million dollars)
  - b. We appeared to have good support for our Potter Project – especially from Representative Sheila Solon who visited our campus (and Potter Hall) on Friday, February 22
  - c. We were very appreciative of the follow-up contact received from our legislative delegation, e.g., calls from Senator Luetkemeyer and Representative Shields.
  - d. Of course, we are also hopeful to be getting anywhere from 1-2 million dollars for "maintenance and repair" as put forth in the Governor's budget