



BOARD OF GOVERNORS

June 18, 2019

1:30 P.M.

Room 220

Blum Student Union



Missouri Western State University
4525 Downs Drive, St. Joseph MO 64507
www.missouriwestern.edu

Office of the President

AGENDA

**BOARD OF GOVERNORS
FINANCE COMMITTEE MEETING
June 18, 2019**

BLUM 220
2:00 p.m.

FY20 Budget

As May Arise



AGENDA

MISSOURI WESTERN STATE UNIVERSITY

BOARD OF GOVERNORS

JUNE 18, 2019

3:00 P.M.

BLUM UNION, ROOM 220

PUBLIC SESSION

Approval of April 25, 2019 Minutes of Finance Committee and Board Meetings

Ratification of May 23, 2019 Board Poll

Reports of the Vice Presidents

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

Financial Report

- Approval of May 31, 2019 Financial Report
- Approval of FY20 Budget
- Approval of FB20-005 Roof Repair Scanlon Hall and Roof Replacement Blum Union

Report of the Student Governor

Report of the President

Other Business

Naming Opportunities

Report of the Chair

- Election of Officers

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
FINANCE COMMITTEE MEETING
MISSOURI WESTERN STATE UNIVERSITY
April 25, 2019

UNIVERSITY REPRESENTATIVES

Board Members Present

David Liechti –Chair
Debbie Smith – Vice Chair
Rick Ebersold
Al Landes
Kayla Schoonover
Lee Tieman
Paul Granberry – Student Governor

Faculty/Staff Members Present

Doug Davenport, Interim Provost and Vice President for Academic Affairs
Josh Looney, Director of Athletics
Carey McMillian, Interim Vice President for Financial Planning and Administration
Shana Meyer, Vice President for Student Affairs
Jomel Nichols, Director, Public Relations and Marketing
Kim Sigrist, Executive Associate to the President and Secretary to the Board of Governors
Robert Vartabedian, President

Carey McMillian, Interim Vice President for Financial Planning and Administration presented the proposed Tuition & Required Fees, Room & Board rates for 2019-2020. For the upcoming year the University under SB 389 – Higher Education Student Funding Act (HESFA) will be allowed the following tuition increase to the current tuition rate of \$209.04/credit hour for FY19:

- HESFA CPI - \$4.57 per hour
- HESFA Catch Up - \$5.49 per hour (allowed based on FY17 to FY19 state appropriation reduction)

Administration recommends an increase to \$219.10/credit hour as allowed by SB 389 with \$1.38/credit hour (.617%) be booked for future consideration for a per credit hour rate of \$217.72 (in-state, undergrad). This will be an increase to students of 5.5% (based on 15 credit hours, in-state).

Administration recommends room rate increases of 2%-3% (based on hall). Board rate increases will range from 2.77%-3.4% (based on meal plan). Administration recommends no increase to required fees.

There being no further discussion, the meeting adjourned.

Respectfully submitted,

Kim Sigrist, Secretary
Board of Governors

APPROVED:

David Liechti, Chair
Board of Governors

MINUTES, BOARD OF GOVERNORS
MISSOURI WESTERN STATE UNIVERSITY
April 25, 2019

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
Rick Ebersold
Al Landes
BG Greg Mason – by phone
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
Ben Caldwell, Dean of Professional Studies and Graduate School
Aubry Carpenter, Public Relations & Marketing Assistant
Doug Davenport, Interim Provost and Vice President for Academic Affairs
Tom Flaska, Event Technology Coordinator
Sara Freemyer, Director, Human Resources
Dana Gertner, Executive Administrative Assistant, Financial Planning & Administration
Sally Gibson, Director of Library
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
Kathy Kelly, Administrative Coordinator, Craig School of Business & Technology; V.P., Staff Association
Colleen Kowich, Director of Alumni Relations
Patti Long, Development Officer
Josh Looney, Director of Athletics
Steven Lorimor, Associate Professor, Chemistry and Faculty Senate President
Christina McCan, Major Gifts Officer
Carey McMillian, Interim Vice President Financial Planning & Administration
Josh Maples, Assistant Director Resident Life
Shana Meyer, Vice President for Student Affairs
Andrew Molloy, Associate Executive Director/Chief Financial Officer - Foundation
Jomel Nichols, Director of Public Relations and Marketing
Paul Orscheln, Associate Vice President for Enrollment Management and Student Retention
Peggy Payne, Director of Admissions
Jerry Pickman, Vice President for University Advancement and Executive Director of the Missouri Western Foundation
Nathan Roberts, Director Resident Life
Nicki Robertson, Benefits Coordinator, Human Resources
Kim Sigrist, Executive Associate to the President and Secretary to the Board of Governors
Melody Smith, Assistant Dean Western Institute
Jeff Stover, Chair, Theatre, Cinema and Dance
Robert Vartabedian, President

Jill Voltmer, Chief, University Police
Kim Weddle, Director of Development

Others Present

Steve Briggs, University Attorney

The Honorable Keith Marquardt conducted the swearing-in of Governors Al Landes and Rick Ebersold.

APPROVAL OF MINUTES

Chair Liechti asked for a motion to approve the minutes of the February 28, 2019 Board of Governor and March 12, 2019 Special Board meetings. Governor Smith made a motion to approve the minutes as presented; Governor Schoonover seconded the motion. By voice vote, motion passed 7-0.

VICE PRESIDENT REPORTS

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

- Spring Commencement will be held on May 4th
- Dr. Heather Kendall, associate professor of nursing, was honored with the Missouri Governor's Excellence in Teaching Award
- The Department of Theatre, Cinema, and Dance recently received accreditation from the National Association of Schools of Theatre (NAST)

Dr. Shana Meyer, Vice President for Student Affairs

- Seniors Eugenia Wallace (*Moving Forward*) and Bailey Ketchum (*Leaving a Legacy*) were selected by the Commencement Speaker Committee as this year's speakers.
- The Saint Joseph RIDE partnership continues with funding by SGA. Through March students and employees rode the bus 16,528 times.
- Career Development and Student Employment have implemented a new online jobs portal Handshake. As of April 10 there are over 1,700 jobs posted on the portal.
- International recruitment led by Ann Rahmat and Fumi Cheever has taken place in Malaysia, the Philippines, India and Japan.
- Congratulations to Engoma Fataki and Nathan Scott who were elected SGA president and vice president. 548 students took part in this year's election.

Jerry Pickman, Vice President for University Advancement and Executive Director of the Missouri Western Foundation

- Drew Brown has pledged \$1 million toward the construction of a future visual arts annex
- The Alumni Board recently met to choose the recipients of the 2019 Alumni Awards that will be presented at the Alumni Awards Banquet on October 11.
- The Ambassadors annual fundraiser, Night at the Ritz was held on April 18 and raised over \$21,000 for non-traditional student scholarships
- The Engineering Technology Advisory Committee held their annual banquet and raised \$24,500 in sponsorships.
- The PR/Marketing team has been working collaboratively on a graduate program campaign
- The May issue of the Missouri Western Magazine has been mailed.
- The Foundation Board has undergone a revision of their by-laws.

Carey McMillian, Interim Vice President for Financial Planning and Administration

- A benefits committee has met with BCBS for an annual review of the plan as well as with TRUSS to review 2018 claims.
- 222 employees took part in the on-campus employee wellness screenings. Participants received a Garmin Viviosmart 3 provided by BCBS wellness funds.
- HR recently recognized full-time employees on March 1 for Employee Appreciation Day
- The Physical Plant director continues to work on energy conservation.
- University Police held "Coffee with a Cop" and had over 200 students, staff and faculty attend.

FINANCIAL REPORT

Carey McMillian presented the unaudited financial report for the period ending March 31, 2019. Governor Schoonover made a motion to approve the financial report as submitted. Governor Landes seconded the motion. By voice vote, motion passed 7-0.

Carey McMillian gave an overview of the proposed rates for 2019-2020 tuition & required fees, room & board rates that were presented in detail at the Finance Committee meeting. Governor Smith made a motion to approve the 2019-2020 tuition, required fees, room and board rates as recommended by administration. (5.5% increase; book .617% as allowed by state; Rate to be charged - \$217.72/credit hour. Governor Tieman seconded the motion. Motion passed by voice vote 7-0.

Carey McMillian presented bid FB19-111 HVAC hood replacement Remington/Agenstein Halls. Administration recommends acceptance of the lone bid from IHP Industrial, Inc. in the amount of \$722,600 with a 10% contingency budget of \$72,260 for a total amount of \$794,860 to be paid through a combination of capital lease financing (approved at last Board meeting) through USBanCorp, Missouri Western Foundation and MWSU funds. Governor Landes made a motion to approve FB19-111 HVAC Hood Replacement- Remington/Agenstein Halls; Governor Ebersold seconded the motion. Motion passed by voice vote 7-0.

STUDENT GOVERNOR'S REPORT

- Partnered with Title IX Coordinator Adam McGowan to plan for "It's On Us" week during the week of April 22 – 27. Free t-shirts will be distributed during the Teal Games
- Met with SGA President Elect Engoma Fataki to discuss potential SGA projects for the upcoming school year

PRESIDENT'S REPORT

- Darrell Morrison has been hired as the Vice President of Financial Planning and Administration (pending Board approval) and Candace Whitaker has been selected as the new Women's Head Basketball Coach
- Spring seasons in Athletics are winding down. ShiQing Ong recently won the MIAA Women's Golf Championship and that team will be moving on to regional play and the Women's Softball team has had a great season and are currently 30-14 and likely to make regionals
- The new University Mace was recently dedicated through a wonderful town-gown partnership with Dave Takes of "Expressions Engraved" and the St. Joseph Woodworkers Guild. The mace will be used for the first time at the May 4th Commencement.

OTHER BUSINESS

Jerry Pickman presented a request to the Board to approve the naming of the future arts annex at Potter Hall the "Drew H. Brown Arts Annex" in honor of Drew's \$1 million gift. Governor Tieman made a motion to name the future arts annex the "Drew H. Brown Arts Annex"; Governor Schoonover seconded the motion. By voice vote, motion passed 7-0.

REPORT OF THE CHAIR

Chair Liechti announced the following board member appointments:

Nominating Committee – Kayla Schoonover and Rick Ebersold

Foundation Board – Lee Tieman

Innovation Stockyard Board – Al Landes

Chair Liechti provided the date of the next scheduled Board meeting, which will be Tuesday, June 18th at 3:00 p.m. in Blum 220. (this is a change in schedule based on discussion in the Finance Committee meeting)

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 , personnel and real estate matters. Governor Tieman moved to meet in executive session; Governor Landes seconded the motion. By voice vote, motion passed 7-0.

EXECUTIVE SESSION – CLOSED

REGULAR SESSION RE-CONVENED

President Vartabedian presented personnel items and Governor Smith made a motion to approve the personnel items as submitted. Governor Schoonover seconded the motion. By voice vote, motion passed 7-0.

Vice President:

Darrell Morrison

Financial Planning and Administration (June 3, 2019)

Faculty Hire: (effective August, 2019)

Alexander Cauley	Department of Economics, Political Science and Sociology
Stephanie Gerlach	Department of Health, Physical Education and Recreation
Kara Grant	Department of Economics, Political Science and Sociology
Maureen Holtz	Department of Nursing and Health Professions
Jennifer Jackson	Department of English and Modern Languages
Dr. Aracely Newton	Department of Biology
Dr. Yadav Pandit	Department of Computer Science, Mathematics and Physics
Dr. Rocio Rubio Moiron	Department of English and Modern Languages
Rhimmon Simchy-Gross	Department of Psychology
Sarah Weber	Department of Art
Dr. Marcus Williamson	Department of Economics, Political Science and Sociology
Elissa Zorn	Department of Nursing and Health Professions

Faculty Resignation:

Hiram (Tee) Quillin

Department of Theatre, Cinema, and Dance (eff. 5/31/19)

Professor Emeriti Status:

Deborah Becker

Dr. Christopher Godfrey

Dr. Timothy Miller

Department of Computer Science, Math and Physics

Department of Computer Science, Math and Physics

Department of Computer Science, Math and Physics

There being no further business, Governor Smith made a motion to adjourn the meeting; Governor Tieman seconded. By voice vote, motion passed 7-0.

Respectfully submitted,

Kim Sigrist, Secretary

APPROVED:

David Liechti, Chair
Board of Governors

RFP17-007 ONE YEAR CONTRACT EXTENSION

In June 2016, RFP17-007 was advertised and responses were received from four (4) vendors for the Admissions Recruiting Package. After evaluating all key factors, EAB (Royall & Company) was selected. At the end of FY17 the Board of Governors approved a two (2) year contract extension with EAB to maintain continuity and capitalize on the progress that they brought to Missouri Western State University.

This proposed contract includes all services currently provided by EAB at the same contracted price. The contract is for one (1) year only, with no obligation for FY21 or beyond. In light of this significant investment, the service of a third-party consultant with extensive experience in enrollment management was obtained. The consultant conducted a thorough review of our enrollment management infrastructure, the services provided by EAB, and the return on our investment. The report recommends that MWSU enter into a one (1) year contract with EAB.

FY 20

Program Cost	\$270,759
Media	\$ 9,817
Postage Estimate	\$ 30,686
TOTAL	<u>\$311,262</u>

Based upon the above information, the Administration recommends acceptance of the one (1) year contract extension with EAB for the Admission Recruiting Package.

Funding for the Admissions Recruiting Package will come from College Advertising Funds (CA).

MEMORANDUM

TO: Dr. Robert Vartabedian, President

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

DATE: June 3, 2019

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

Office of the Provost and Vice President for Academic Affairs

❖ Accreditation Update

- Missouri Western is accredited by the Higher Learning Commission (HLC), one of six regional accrediting bodies in the U.S.
- Our most recent comprehensive evaluation occurred in 2016 and Missouri Western received continued full accreditation, effective 2017.
- The accreditation decision included the requirement of an interim report regarding assessment of student learning due January 1, 2019. Dr. Yen To, Director of Assessment and Accreditation, submitted that report outlining significant steps taken to strengthen our assessment efforts and advance student learning outcomes.
- We received official notice from HLC on May 29, 2019 accepting our report and stating that appropriate progress had been made on this and that no additional monitoring was required. The staff analysis praised our efforts, stating:

The interim report and materials in the appendix provided clear, specific descriptions of the efforts undertaken to address the areas of concern. Faculty took the leadership in assessing academic learning goals; staff in co-curriculum programs and in operational units addressed assessment in their areas. Several of the actions focused on strengthening and expanding processes already in place while also developing new processes and procedures to enhance and strengthen student learning assessment process.

- Our next regular accreditation report is the submission of an Assurance Review and is scheduled for 2020 – 2021.

Meetings/Events Attended

Doug Davenport, Interim Provost

- I.T. High School Day
- Honors Medal Ceremony
- MWSU Employee Awards and Retirement Ceremony
- MWSU Graduate Hooding Ceremony
- Missouri Chief Academic Officers
- MWSU Governance Advisory Council
- MWSU Entrepreneurship Program Dinner
- International Strategic Enrollment Management Committee
- Farewell and Sash Ceremony

- Nurses Pinning
- May Commencement
- Ingram's Higher Education Industry Outlook
- Partnership Planning Meeting with Metropolitan Community College Leadership
- Council of Public Higher Education
- Budget Advisory Council
- Community Alliance
- Delegation from Prefectural University of Hiroshima
- MIAA Advancement Conference Panel Discussion Participant

STEVEN L. CRAIG SCHOOL OF BUSINESS & TECHNOLOGY

Dr. Logan Jones, Dean

Presentations/Conferences/Workshops

- Zhao Zhang attended a one-day National Science Foundation (NSF) sponsored workshop on Advanced Automation, Robotics, and Manufacturing Education for 21st Century Workforce Needs. The topics were remote robots, remote 3D printing, remote injection molding, and Electronic Discharging Machine (EDM) Systems.

Student Involvement/Community

- Dalong Ma's Strategic Management MGT419 student team ranked top 100 in the Glo-Bus simulation on two performance criteria. The co-managers of Alpha Drone (Company A) earned a Global Top 100 ranking on the following performance criteria: Earnings Per Share – Their EPS of \$16.97 was the 79th best EPS performance of the week, worldwide. And, Stock Price – Their SP of \$502.60 was the 74th best SP performance of the week, worldwide. Student on the team are Nikolas Albright, Dylan Blackwell, Trevor Carroll, Andrew Chance, and Jacob Foster.
- Wes Moore and the four current officers of the MWSU Student Chapter of Associated General Contractors attended the 100th Annual AGC Convention in Denver, MO. While there, they were able to participate in round table discussions with 30 other student chapters from around the country as well as reviewing their competition submittals in the areas of service, construction management, and events. They also attended numerous workshops covering workforce, safety, contracts, and other topics.
- Perry Adkin's students in the Forensic Accounting class presented their research on Forensic Accounting Methodology for the Multidisciplinary Research Day. This was the capstone project. It was based upon deconstructing a fraud case, and applying what they learned in the class to develop the methods necessary to expose and report the fraud. Students were Carolyn Porter, Cory Bertini, and James Knight.
- Phillip Frank, advisor to Beta Gamma Sigma (BGS), inducted 26 students into the BGS international business honor society for AACSB-accredited schools, which are the top 5% of business school programs around the world.
- The Electronics Club and their advisor, Zhao Zhang, celebrated their last semester meeting with a banquet.
- Students in the Craig School of Business traveled to Australia and New Zealand as part of the Global Viewpoints course under the guidance of Phillip Frank and Erin McLaughlin. Students traveled to Auckland, NZ, Sydney, Canberra and Melbourne AU. Thirteen students in total met with leaders from a plethora of business including Douglas Pharmaceuticals, Casella Wines, Sonder Inc. to name a few as well as many governmental organizations and cultural locations.

- Wes Moore, as faculty advisor, attended the General Contractors MWSU student chapter meeting. Presentations from those attending the Missouri and National Conferences presented to the chapter. New officer elections were held with those taking office in May.
- Andrea Hall was awarded the Auntie Anne's pretzel franchise at a location that will be announced at a later date. Ms. Hall announced that she would be partnering with the other finalist in the program, Michelle Scott.
- Wes Moore helped host Industrial Technology Day activities on campus. Coordinated by area high school technology teachers, Mr. Moore assisted with the Computer Aided Design Shootout competition and a transportation structures station.
- Bin Qiu volunteered as a tutor for an hour a week for six weeks (April and May) to help children and families learn Chinese at Edison School in Downtown St. Joseph.

Other

- Wes Moore, Co-Director of the Mid-America Regional Science and Engineering Fair (MARSEF) assisted in hosting and judging our regional fair in Agenstein Hall. The Grand Award winner, Isabella Wiebelt-Smith from Central High School, will represent our region at the International Science and Engineering Fair in Phoenix Arizona in May.
- Craig School of Business hosted their annual End of Year Celebration. This event was held downtown at Room 108. Community members that serve on the Executive Board were in attendance, as well as CSB staff and faculty.
- During the Celebration of Entrepreneurship dinner, hosted by the Center for Franchise Development, Jim Reinert was awarded the Patron of Entrepreneurs award for his support of the Franchise Program. Three past franchise winners, LaTricia Adkins, Lynn Eddinger, and Allie Canaday were recognized for paying off their loans.
- Engineering Technology hosted their first ever Industry Advisory Board (IAB). Community members were contacted from local businesses and were asked to serve on this board. The first meeting was to discuss needs from the ET program to aid in student performance, internships, and guidance for needs in the industry.

GRADUATE SCHOOL

Dr. Ben Caldwell, Dean

Accomplishments and Awards

- Atenus Mena, a Master of Science in Nursing Student, was accepted to participate in a one-year Environmental Nurse Fellowship with the Alliance of Nurses for Healthy Environments.
- Jessica Pavilisin presented her Master of Science in Nursing internship Project entitled "Emotional Competence: Implications for Nurse Managers" at the 2019 ANCC Pathways to Excellence conference in Orlando, Florida.

LIBERAL ARTS AND SCIENCES

Dr. Murray Nabors, Dean

Presentations/Conferences/Workshops

- Dominic DeBrincat presented "A Doubtful but Expedient Policy: The Living Presidents and the Missouri Question," an invited presentation for the Harris-Kemper Historic District Neighborhood Association Presidents' Day Meeting.
- Evan Elizabeth Hart presented a paper, "Something Witchy This Way Comes: Witchcraft, Feminism, and Women's Anger in Recent Horror," at the 2019 meeting of the Popular Culture Association in Washington, D.C. She also presented a paper, "A Violation to the

community At Large: the Native American Women's Health Education Resource Center vs. City of Lake Andes," at the 2019 meeting of the American Association for the History of Medicine in Columbus, OH.

Publications/Exhibitions/Peer Reviews

- Jason Costanzo published a paper, "Aristotle and Collingwood on Class Overlap" in the *The Philosophy of Aristotle (Volume IV)*, World Conference on Philosophy (WCP) proceedings. He also published a review of Sarah A. Mattice's, "Metaphor and Philosophy: Philosophy as Combat, Play, and Aesthetic Experience" in *Philosophy in Review*.

Student/Community Involvement/Successes

- Todd Eckdahl, Jeff Poet, and their five MWSU undergraduate student synthetic biology researchers hosted Davidson College collaborators Malcolm Campbell, Laurie Heyer and their six undergraduate researchers as the team met for four days to plan their NSF-funded summer research project.
- Rebecca Prest presented her research, "Toxicity of an organophosphate pesticide to three heterotroph species in Costa Rican lowland wet forest streams," at the international Society for Freshwater Science annual conference in Salt Lake City, Utah. The research was conducted with Carissa Ganong (Biology) at La Selva Biological Station, Costa Rica, in summer 2018.
- Gary Clapp and Debbi Jeffries represented MWSU at the "School Day at the K" event at Kauffman stadium in Kansas City.

Awards/Other

- Deb Treat, Administrative Assistant with the English & Modern Languages department, graduated with honors from Luther Rice College & Seminary, with a Master of Arts in Biblical Counseling.

PROFESSIONAL STUDIES

Dr. Ben Caldwell, Dean

Presentations/Conferences

- Adrienne Johnson and Elizabeth Thorne Wallington presented "Addressing Teacher Shortages for English Learners: A Multidimensional Approach" at the American Educational Research Association Annual Meeting in Toronto, Canada.
- Grey Endres conducted a webinar "Addressing the Foster Care Crisis in Kansas, Kansas Appleseed; Strengthen Families Rebuild Hope."
- Grey Endres presented "Suicide Awareness" at the MWSU 7th Annual Child Abuse Conference. In addition, he also presented "The Many Facets of Ethics" at St. Luke's North Hospital in Kansas City, MO, and "2019 Shared Decision Making in Mental Healthcare" in Hays, Derby and Topeka, Kansas sponsored by Blue Cross and Blue Shield of Kansas.
- Pam Clary presented "The Impact of Violence in Relationships" at Mosaic in St. Joseph, MO.
- Jana Frye taught the Licensed Exam Prep Class for the Kansas National Association of Social Workers.
- Jana Frye taught the 16-hour certification course Supervision Skills Training Institute for professionals around the state of Missouri.
- Linda Oakleaf and Grey Endres presented "Social Isolation in the Transgender Community" at the Midwest Symposium on Therapeutic Recreation Conference in Kansas City, MO.

Publications/Exhibitions/Peer Reviews

- Elizabeth Potts and Lori Howard (Marshall University) co-authored a book titled *Launching a Career in Special Education*.

Student/Community Involvement/Successes

- Ollie Bogdon and 20 students from EDU 330 presented science investigations to 4-6th graders attending the WDAF Fox 4 TV School Day at Royals Kauffman Stadium. Gary Clapp from the Department of Chemistry also assisted with the investigations that were conducted inside the MWSU mobile laboratory bus.
- Julie Baldwin and Susan Foster, along with three Health Information Management, 17 Nursing and two pre-Nursing students, traveled to Belize for a study away experience. Care and education were provided in underserved regions around Orange Walk. They worked with a Belizean team of coordinators setting up clinics in two communities and learned about health resources and challenges. Basic dental supplies and education were provided to 150 elementary students.
- The Annual Child Abuse Conference: Prevention, Education and Investigation was held at MWSU. Approximately 300 professionals and students participated in the conference. This event was hosted by a multi-disciplinary team consisting of the Regional Law Enforcement Academy, Department Criminal Justice, Legal Studies & Social Work, School of Nursing and Health Professions, Department of Education and the Western Institute.
- The MWSU Legal Studies Association (LSA) sponsored the following events:
 - Traveled to Tennessee with David Tushaus to take a Civil Rights Tour of Memphis.
 - Traveled to the State Capital in Jefferson City, MO with David Tushaus for Legal Advocacy Day.
 - Hosted a gender name change clinic.
 - Hosted "Hate Speech, the Holocaust and Human Rights: What the U.S. is Missing" presented by Dr. Stephen Rosenbaum (University of California, Berkeley).
- The MWSU Organization of Student Social Workers (OSSW) sponsored the following events:
 - Hosted the Annual Spring Banquet honoring graduating seniors, Phi Alpha recipients and field instructors.
 - Participated in the No MORE Trash Bash cleaning up their segment of Adopt-A-Highway. Jana Frye assisted with this event.
 - Collected and delivered feminine products to A Hand Up, Not a Handout.
 - Volunteered at InterServ After School Program and worked with youth.
 - Hosted a fundraising event at McAlister's Deli.

Awards/Accomplishments/Other

- Suzanne Kissock received the Women's Justice Public Service Award from the Missouri Lawyers Weekly.
- Grey Endres successfully passed his Oral Defense at the University of Southern California for his Doctorate of Social Work. He is an official doctoral candidate.
- The Health Information Management Program submitted its Annual Program Assessment Report to the Commission on Accreditation (CAHIM) and will maintain accreditation.

SCHOOL OF FINE ARTS

Dr. Bob Willenbrink, Founding Dean

Presentations/Workshops/Conferences/Seminars/Committees

- Josh Knight is a member of the Board of Advisors and attended the National Conference on Percussion Pedagogy.

- Aaron Grant presented "Incorporating Public Music Theory into the Undergraduate Core: Rethinking the Final Analytical Paper" and "Either/Neither/Both: Teaching Formal Ambiguity in the Undergraduate Theory Core" at the Pedagogy into Practice Program in Santa Barbara, California.

Publications/Exhibits/Performances

- Kathy Liao is showing "In-Between the Lines", an 11'x22' installation, at the H&R Block Artspace in Kansas City. It is part of a curated exhibition "Now/Here", a group exhibition featuring Kansas City-based artists who explore narratives through the lenses of experience, memory, place, history, and race. Now/Here features a selection of works that include photography, painting, sculpture, prints, and installation, while the exhibition presents a range of visual languages and approaches to materiality that considers questions of representation and identity. The exhibition opens June 7 and runs through August 30.
- Jeff Stover was light designer for the university production of *Antigone*, which showed at Missouri Western State University's Potter Theatre.
- Tee Quillin directed *Antigone* at Missouri Western State University.
- Cassie Kay Hoppas opened and closed the production of *Antigone* acting as costume designer.
- "The Eclipse," the Department of Theatre, Cinema, and Dance's 2018 student summer film, screened at the Kansas City Film Fest International. "The Eclipse" was directed by Toby Lawrence, with visual effects by Thomas Brecheisen.
- Toby Lawrence headed the 7th annual Griffon Film Festival, where 28 student films were screened for the campus community and general public.

Student/Community Involvement/Successes

- Indigo Gaydusek, BFA recent spring graduate, is working on a mural in downtown at Kelly's Pub. Facilitated by Jomel Nichols, Kathy Kelly, and Kathy Liao, the mural is a collaboration between Missouri Western and businesses in downtown.
- Chloe Oyler has exhibited this last month in the Kansas City Artists Coalition Undergraduate College Student Exhibition, Albrecht Kemper Museum of Art Undergraduate Juried Exhibition, and the "It's Me, Solo Exhibition" in Saint Louis, MO.
- Alexis Carr (senior Studio Art major and Art History minor) and Dr. Madeline Rislow presented, "A Missouri *Masterpiece*: Considering the Precious Moments Chapel as a New Sistine Chapel," at the Pop Culture Association National Conference in Washington, D.C.
- Students attended and participated in the 3rd 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."
- Steve Molloy and Bob Long performed in the Starlight Gala for the Kansas City Jazz Orchestra at the Kansas City Marriott Downtown.

Accomplishments/Other

- Wayne Anderson, Special Effects Makeup artist, gave a talk and demonstration to both students and the general public. He did a meet-and-greet the evening before as well and was able to visit with students. Wayne is from Florida but resides in California and has worked on various movies such as *Stranger Things*, *Jurassic World: Fallen Kingdom*, *Bright*, *IT*, *The Predator* 2018, *Puppet Master* and was a contestant on *Face Off* season 4 and many others.

Calendar of Events

6/16-22	National Youth Brass Band of America Camp
7/14-19	Drumline Camp
8/16-17	Arts in the Park

ADMISSIONS

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

GO & Griffon Edge Programs

- The on-line orientation program is complete and will be used by transfer students and as a pre-orientation for freshman students signed up for GO
- So far 1,012 students have RSVP'd to attend one of the seven advertised GO programs. This is still down slightly from last year at this time.

Recruitment Activities

- The Admissions Counselors are building relationships with admitted students in order to convert them to enrolled students.
- Due to no Student Ambassadors during the summer months, the Admissions Counselors give the campus tours.
- Completed our first call-a-thon with eight professional staff members completing 400+ phone calls to admitted students.

Student Ambassadors

- The student ambassadors gave tours to 579 students plus guests the month of April.

Processing

- So far there have been 6,102 admitted new freshman students for Fall 2019, which is up 16.5% compared to last year. Admitted transfer students are up 3.6% and graduate admits are up 29.8%.

FINANCIAL AID

Marilyn Baker, Director

	Month to Date As Of May 10			AY To Date As Of May 10		
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
FAFSA's Received (Duplicated)	12715	14279	16347	12979	14459	16347
FAFSA's Received (Unduplicated)	6324	7547	8000	6371	7580	8000
Packaged Students	5062	5942	5990	5290	6243	5990
FAFSA's Selected for Verification	2249	2414	3325	2290	2435	3325
FAFSA's Verified By FAO	1331	1285	1587	1363	1299	1587
FASFA's Verified w/ Correction	1018	997	1014	1045	1007	1014
Loans Certified	4579	4468	4395	4755	4632	4395

(Duplicated)						
Alternative	97	113	130	106	130	130
Subsidized	1999	1955	1900	2062	1996	1900
Unsubsidized	2253	2164	2117	2350	2263	2117
PLUS	230	236	248	237	243	248
Loans Certified (Unduplicated)	2472	2489	2472	2601	2527	2472
	Month to Date As Of May 10			AY To Date As Of May 10		
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Disbursed Funds	\$38,106,575	\$41,027,440	\$41,640,456	\$39,028,813	\$42,152,129	\$41,640,456
Student and Parent Loans	\$17,264,180	\$16,746,652	\$16,523,467	\$17,619,321	\$17,048,125	\$16,523,467
Federal Grants/Scholarships	\$8,560,557	\$8,980,565	\$8,942,750	\$8,754,859	\$9,482,384	\$8,942,750
State Grants/Scholarships	\$3,125,894	\$3,138,143	\$3,120,752	\$3,218,556	\$3,187,265	\$3,120,752
Inst/Foundation Scholarships	\$7,827,386	\$10,690,996	\$11,658,110	\$8,047,169	\$10,921,703	\$11,658,110
External Scholarships	\$1,328,558	\$1,471,084	\$1,395,377	\$1,388,907	\$1,512,651	\$1,395,377
Financial Aid Recipients	4,110	4,173	4,141	4,205	4,262	4,141

Financial Aid Information for Award Year 2018-19

- To date, the Financial Aid Office has received 6,225 unduplicated FAFSAs for the 2019-20 award year. This represents a decrease of 1% over last year at this time.
- Of the total unduplicated FAFSA's received, 3,220 are potential incoming freshmen a decrease of four students over last year.
- Currently, 2,529 incoming freshmen have been offered complete aid packages that include Federal, State and Institutional funding. This represents an increase of 19% compared to last year.

Key Activities and Projects

- In April and May, the Financial Aid Office provided in-person Exit Loan Counseling to over 320 graduating seniors.
- One Financial Aid Office staff member will attend the Association of Veterans Education Certifying Officials Conference in St. Louis in June.
- The Financial Aid Office collaborated with Residential Life, the Business Office and the Registrar's Office in order to have all tuition, fees, room and board charges applied to student accounts before Griffon Orientation programs.

HONORS PROGRAM

Dr. Teddi Deka, Director

- Several students graduated with General Studies Honors and Majors Honors this spring semester. Students were recognized by receiving graduation medals during a ceremony hosted by Honors Director Dr. Teddi Deka and attended by President Vartabedian, Provost and VP of Academic Affairs Doug Davenport, the Honors Committee, administration, faculty, students and family members. Students Julia Beier, Hunter Berten, Jeremy Brown, Autumn Estrada, Dallace Hamel, Laney Hayward, Riqueza Hendrix, Mackenzie Herrman, Britane Hubbard, Lance Lawton, Savannah Lewis, Helaine Mills, Demetria Owens, Lydia Reynolds,

Liam Roach, Kaylee Sharp, Jordan Souther, Haley Stock, Chris Watson, Suzanna Wilson and Brendin Woods received General Studies Honors medals.

- The following students received Majors Honors medals (faculty sponsors listed in parentheses): Evan Banks (Dominic DeBrincat, Edwin Taylor), Julia Beier (Teddi Deka), Indigo Gaydusek (Kathy Liao), Dallace Hamel (Stacey Rieck), Laney Hayward (Judy Jedlicka), Britane Hubbard (David Tushaus), and Jordan Souther (Teddi Deka). The number of Majors Honors awarded, for year-long faculty-mentored projects culminating in conference presentations or publications, was a record number for the university.
- Faculty receiving Most Influential Professor awards from graduating students included Jason Baker, Csengele Barta, Elizabeth Canon, Pam Clary, Dominic DeBrincat, Teddi Deka, Phillip Frank, Julie Jedlicka, Heather Kendall, Kathy Liao, Jon Mandracchia, Mark Mills, Evan Noynaert, Robert Nulph, Stacey Rieck, Edwin Taylor, David Tushaus, and Corey White.
- Seventeen students traveled to Vienna, Austria and London, England May 7-15 as part of their HON395/PSY460 course entitled "Madness to reason: A history of psychology in Europe." Accompanied by instructors Teddi Deka and Ben England, students visited several sites including the Victor Frankl Museum, Freud Museum, University of Vienna, Bethlem Royal Hospital, Down House, and the Wellcome Collection.

LIBRARY

Sally Gibson, Director of Library

- The library has partnered with the Rolling Hills Public Library to offer a summer book club for MWSU staff. A book discussion of A Long Way Home by Saroo Brierley will take place on June 25 at Noon.
- Sally Gibson was elected At-Large Member to the MOBIUS Board for a three-year term (2019-2022).

MEMORANDUM

TO: Dr. Robert Vartabedian, President

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

DATE: May 18, 2019

SUBJECT: Report to the Board of Governors

Vice President's Office

4/25/19-6/18/19

Commencement is over, the residence halls have shifted to the summer students and conferences, and preparation for the fall has begun already! Division members have completed their yearly evaluations and are working on Division annual reports.

It is hard to believe but Paul Granberry III is almost through with his term as Student Governor. We have begun the planning process to post the position and begin collecting applications in early fall. We will conduct on-campus interviews and send three names to the Governor's office for selection and appointment. The new Student Governor's term will begin in January 2020.

Dr. Judy Grimes will be retiring from Missouri Western this summer after 23 years of service to Missouri Western State University. Collectively, Dr. Grimes has well over thirty five-plus years in higher education. Judy began at Missouri Western State College in 1996 as the Director of the Freshman Year Experience. She later became the Director of Student Success Programs, the Dean of Student Services, made it through a multitude of title changes, supervisors, and interim positions; and progressed on to the Associate Vice President for Student Affairs & Dean of Students. Judy will be missed! Best of luck in your retirement, Judy—and congratulations!

One benefit of working on campus for so many years and in so many positions and through so many changes is that one's position description sometimes no longer exists. A search for Judy's replacement will begin after a position description has been written.

Dr. Grimes and Annie Roberts, Administrative Coordinator for the Center for Student Involvement were both nominated for YWCA Women of Excellence awards. It was exciting to attend the Nominee Reception and to see the other MWSU nominees there. Nominees from Student Affairs included Dr. Grimes, nominated for the "Woman in the Workplace" award and Annie, nominated for the "Emerging Leader" award. In total, there were five nominees from Missouri Western. The 2019 women of excellence awards luncheon is June 20 at the Civic Arena. We're looking forward to seeing who will be named the award winners!

During finals week, Aramark provides a Finals Frenzy golf cart. Cocoa and snacks are provided to students across campus to help feed students during the finals crunch! I was able to ride the golf cart with Juliann from Aramark. It was a fun diversion for both students and us in a busy, stressful week.

The Student Affairs Friendly University Networking (FUN) committee sponsored a patio party at Baker Fitness Center on May 14. At the meeting, we learned about updates in Recreation Services, looked ahead to the summer schedule & summer staffing, and introduced new members of the team. The FUN Committee identifies, develops, and promotes engagement, support, recognition, and enrichment opportunities for professional staff, support staff, graduate assistants, and interns within our Division. Opportunities are sometimes even created to include those outside the Division, from the campus community or the St. Joseph community. The committee strives to promote collegiality through activities such as division-wide social functions, welcoming events, recognition programs, and informal networking opportunities.

Conferences/Meetings/Events Attended

- University retirement ceremony, April 26, 2019
- Beer Walk for the Arts (I served as co-chair), a fundraiser for the Allied Arts Council, April 27, 2019
- Residential Life Banquet, keynote speaker, April 28, 2019
- Athletics Golden Griffon Awards, April 29, 2019
- Ben Caldwell's farewell reception, April 30, 2019
- Campus App meeting, May 1, 2019
- Center for Teaching & Learning committee meeting, May 1, 2019
- Food Services Committee meeting, May 2, 2019
- Multicultural Graduation Reception, May 2, 2019
- International Sash Ceremony, May 3, 2019
- Graduate Hooding Ceremony, May 3, 2019
- Commencement, May 4, 2019
- YWCA Women of Excellence Nominee Reception, May 8, 2019
- Senior service day, Central High School, May 10, 2019
- FUN Committee Patio Party, May 14, 2019
- Keynote at the Women's Chamber meeting, May 14, 2019
- Allied Arts Board meeting, May 16, 2019
- NASPA IV-W Summer Advisory Board meeting, Fargo, ND, May 12-14, 2019
- Pre-Bid meeting for Blum Union Wall Vinyls, May 17, 2019
- GO Day presentations, June 18 & 19, 2019
- 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

We had several meetings of subgroups of our International Strategic Enrollment Management Teams. Focus is on ensuring that we are able to provide adequate language support services and that our admissions standards and scholarship awards are current and clear in our recruitment information. Following Ann Rahmat's return from her recruitment trip (which I reported on for the previous board of governor's meeting), Fumi Matsumoto Cheever traveled to Japan and participated in numerous fairs and individual meetings. Her visit resulted in an opportunity for Missouri Western to partner with two Universities in Japan. We hosted representatives from one of them, the Prefectural University of Hiroshima, the first week of June. The International Center arranged a visit for them to our campus, a tour led by some of our international students, a signing of an agreement with Dr. Vartabedian, a luncheon with faculty focusing on exchange opportunities and a meeting with the International Strategic Enrollment Management Team to further discuss the opportunities with this institution. We will also host visitors from Japan the last week of August from Nagasaki International University.

Events that I attended include: the annual Residential Life Awards banquet, the Honor's Reception, Faculty Senate, a meeting with Homeland Security officials, a Japanese Exchange Meeting, the Graphic Design Senior Exhibit at Empower U, the planning meeting for the Center for Teaching & Learning, Gold Coat Membership meetings, the International Student Farewell & Sash Ceremony, the Graduate Hooding Ceremony, Graduation, a meeting on Emotional Support Animal policies, Budget Advisory Council, Craig School of Business announcement in Blum, Cabinet meetings and a webinar on the Intersection of Disabilities & Conduct sponsored by the Association for Student Conduct Administrators.

Regular meetings I attended included Admissions & Graduation Appeals, Student Affairs Leadership Team and the College Completion Team as well as individual meetings with the Vice President for Student Affairs, the Director & Assistant Director of International Recruitment & Global Engagement and the Assistant Dean of Health & Wellness. I have also had many meetings and conversations with students and parents including several student conduct meetings. We had a few students with some major life events (death of a parent, sibling and illness) who I assisted through the process of notifying faculty and providing guidance on any appeals that might ensue. Especially challenging when these events come right before or during final exams.

Title IX

Adam McGowan

In the April Board Report I had mentioned the programming that we had planned for Sexual Assault Awareness Month for later in April. From April 23 to April 26 I hosted the "What Were You Wearing" student-survivor art installation in Blum Union 222-223. This event displayed stories written by survivors of sexual assault along with articles of clothing that reflect the clothes they were wearing when they were assaulted. I had partnered with the YWCA of St. Joseph, who provided the majority of the outfits for the display. Two students were also generous enough to share outfits for the display. The Department of Cinema, Theater and Dance has allowed us to use some dress forms from the Costume Shop to display some of the clothing to help improve our display. Volunteers from campus and the YWCA were on hand throughout to help answer questions and provide information on campus and community resources.

Our number of attendees was up slightly from last year, we saw 123 people come through over the course of three-and-a-half days. Last year we were just over 100. Considering our advertising efforts were not as robust as last year we were very happy with those numbers. The St. Joseph News-Press came one day during the week and I was asked to do an on-camera interview for both an article and news piece for their broadcasts.

I want to thank the members of the Board who were able to walk through the display and share their thoughts as well. It was very appreciated by myself and our volunteers from the YWCA.



On April 26, the Department of Athletics, the Student-Athlete Advisory Committee (SAAC), Student Government Association (SGA), YWCA of St. Joseph and my office partnered to host our second annual "Teal Games" to help raise awareness on sexual assault. We purchased 70 teal shirts with the Griffon logo on the front and the "I ASK" theme on the back to give to students who attended the baseball and softball games. In order to receive a shirt the students

had to show their student ID and respond to a situation from a bystander intervention scenario wheel. Initially I was the one that asked the students to respond and coached them with ideas on how they could safely intervene in the scenario but by the time the baseball game started the SAAC members that had volunteered to help were coaching the students through the scenarios. Personal hygiene items were collected to be donated to the YWCA shelter as well.

MWSU Police Chief Jill Voltmer threw out the first pitch for the softball game and Executive Director of the YWCA Tammy Killin threw the first pitch for the baseball game. During the game the between inning messages included information on campus resources and community resources and information on the frequency of sexual assaults across campuses in the United States.

On May 16 and 17, I participated in the Youth Mental First Aid training hosted by the MWSU Police Department and put on by the St. Joseph Health Department. I was joined in the training by members of the MWSU Police Department, Residential Life, the athletic training staff and some coaches. The two-day training focused on indenting various types of mental illnesses and the behaviors related to them, the frequency and typical ages the illnesses manifest, and how to respond to situations when someone is in crisis. While the training has been typically provided for people working with traditional K-12 aged students, the trainers were good to adjust the curriculum and ask for our participation to shape some of the scenarios and activities to more college-aged students and situations.

On May 24, Michelle Ritter, Web Developer for the Instructional Media Center, informed me that the website for the Behavioral Intervention Team was online. It can be found at <https://www.missouriwestern.edu/student-services/bit/>. This is an initial format and we will be looking at what possible changes we would like to put in place prior fall semester. We have included a place for online reporting of concerning student behaviors. We are currently developing what information we find would be most useful for intervening with students of concern.

I attended the National Behavioral Intervention Team Association (NaBITA) inaugural Case Management Summit at Tulane University in New Orleans, LA, May 22-24. The two-day course was designed to provide training on the skills and knowledge to implement case management services in areas such as academics and retention, students going through the student conduct process or Title IX processes, veteran and non-traditional students, self-harm, and general support of students.

The course provided an overview of high-impact case management practices, as well as focus on the application of case management techniques with unique populations. We watched video demonstrations of case management services in action and then engaged in discussion with the presenters and fellow participants regarding the skills and techniques demonstrated in the video. The course was initially developed for administrators in either a full-time case management role, or in a position where case management services are part of their overall job duties. It was useful to speak with individuals who serve in that type of role full-time at their

institutions to see how we can use their roles as Student Affairs looks at working with an intern from the Counseling Center in a similar role in the future.

Ongoing efforts:

While the proposed state legislation on Title IX hearing processes was not passed through the Missouri Legislature this term, the new federal guidelines are still pending. Current information being shared by the Association of Title IX Administrators is that the final regulations could be released sometime between the end of June and September. While June would be a more ideal release in that it allows ample time to make any necessary changes to our policy and procedures, it sounds more likely that the regulations will be released closer to September. It is expected that upon release we will have 60 days to make the requisite change. Once they are released we will likely have to make significant changes to our hearing panels and I will have to develop training for those serving on our hearing panels.

Health & Wellness

Harold David Brown

Counseling Center Director, Dave Brown, attended the Partners in Prevention (PIP) meeting on May 3 and June 7 in Columbia, MO. Partners in Prevention is Missouri's higher education substance abuse consortium dedicated to creating healthy and safe college campuses. It is comprised of 21 public and private college and university campuses across the state. Since its founding in 2000, PIP has provided training and networking to its members through monthly meetings, assisted in developing a campus-community coalition on each member campus, annual evaluation of alcohol and drug use behaviors and related consequences, and drive-in workshops and conferences. Each campus in Missouri Partners in Prevention writes an annual strategic plan for prevention, guided by data, to identify those problems and strategies most relevant for their campus communities.

Director Brown and newly hired Counselor Kattie Jeffers co-presented to the Physical Therapy Assistants (PTA) students on "testing tips" and how to control anxiety, be prepared and other coping strategies on May 7.

The Esry Student Health Center reports that a total of 1,509 students utilized the center from July 2018 to May 2019. This is up by over 10% from the previous academic year. Services provided in routine visits were comprised of: 995, Allergy injections: 82, Immunizations: 32, Lab Draws: 23, PPD Skin Test: 31, PPD Skin Test Reads: 33 (this checks for latent Tuberculosis), Mental Health: 48, Physicals: 28, Sexually Transmitted Infections (STI) Screenings: 108, STI Results: 105, WWE: 24.

Career Development & Student Employment

Dr. Vincent Bowhay

The Career Development Center (CDC) provides all Missouri Western State University students and alumni collaborative and innovative programs, services, and resources focused on connecting students to on-campus, part-time, and full-time job placement.

At the beginning of the spring 2019 semester, the CDC launched our new online jobs portal, Handshake. As of June 1, 2019, we have over 2,000 employers post over 6,000 openings to employ MWSU students and alumni. As we continue to grow the program, the center will continue to advertise Handshake as the tool to connect businesses and offices to our outstanding, career-ready Griffons.

One year ago, the CDC administered the Project CEO benchmark study. The study explores the impact of co-curricular and other outside-the-classroom experiences on students' development of employment skills. One important finding of Project CEO was that 30.94% of MWSU students responded they needed assistance with interview preparation. Assisting students with interview preparation is also one of the top three reasons Missouri Western students and alumni visit the CDC. To assist with this important skill development, the CDC is launching Big Interview. This new virtual mock interview training system is designed to help students improve their interview techniques and build their confidence. Using this service, students will be able to use their webcam to respond to interview questions that are either pre-loaded into the question library or answer questions asked by an MWSU faculty or staff member. This service can be found on the Career Development Center website.

Eighteen student employment supervisors were nominated for the 2019 Student Employment Supervisor of the Year. Award recipient Susan Bashinski was recognized at the Faculty & Staff Reception. Dr. Vincent Bowhay and Jean Foster represented the Career Development Center.

The Governance Advisory Council reviewed and approved the revised Student Employee Supervisor Handbook at the April 16 meeting.

Dr. Vincent Bowhay and Claudia Baer both volunteered at the 2019 MWSU Commencement on May 4.

Claudia Baer was elected Staff Association Senator for the 2019-2020 academic year. Baer facilitated a Student Employment Essentials (SEE) training on behalf of the National Student Employment Association at High Point University from June 3-6.

Dr. Vincent Bowhay attended the NASPA IV-West Region summer board meeting in Fargo, ND from June 12 to 14.

The Career Development Center participated in Griffon Orientation the week of June 10.

Residential Life

Nathan Roberts

The end of the academic year has brought with it many celebrations and numerous goodbyes. Residence Halls officially closed on May 5 at noon. We do, however, have approximately 150 students remaining on campus throughout the summer.

Residential Life did celebrate the successes of our students before halls closed on May 5. On April 28, we held our RA/DA End of the Year Banquet. With the theme of "NFL Draft," this banquet celebrated the accomplishments of our Resident Assistant and Desk Assistant staff. This year, we asked our RAs for the 2019-2020 academic year to join us! Shana Meyer, Vice President for Student Affairs, spoke with our students while they had dinner and awards were given out. At the end of the banquet, next year's RAs were "drafted" to their fall RA teams.

The following students won awards at the banquet:

Desk Assistant of the Year – Austin Meyers

Resident Assistant of the Year – Emma Martinez

Spirit Award – Kyra Smith-Jones

Program of the Year – DIY Pizza Night by RAs Kyra Smith-Jones and Breanna Miller

Also on April 28, Residential Life, along with Student Success and Academic Advising, the Center for Academic Support, and Western Dining, hosted the spring edition of Free Finals Fuel-Up. The program offered free breakfast from 8-10pm in the dining hall. Students also had an opportunity to meet with an advisor or get tutoring assistance in several subjects. One student mentioned the dining hall was the perfect place to study because it was "less crowded than the library." Prizes included \$250 Flex dollars (for fall 2019), \$250 Bookstore gift card and Snapchat Glasses.

Assistant Director Joshua Maples has been working with the Business Office and Financial Aid to increase billing transparency for incoming students! Historically, new students could not see their Room and Board charges on their bill at Orientation Sessions. Students would often not know the full cost to attend MWSU until the month their tuition bill was due. Now, students will be able to see their tuition, along with room and board charges, almost immediately after they have been assigned to a room.

Residential Life tried its best to make sure housing placements were done as soon as possible. As of June 1, we are happy to report that all incoming students who applied for housing before May have been placed! Students are now able to see their assignment on GoldLink as well as who their roommates and suitemates are and contact them via email.

Professional staff have continued their professional development endeavors. Residence Hall Director Mark Moultrup is representing Missouri Western by serving on a UMR-ACUHO (Upper Midwest Region, Association of Collegiate Housing Professionals International) committee. In June, he will be attending the yearly planning conference.

Several staff members, including Assistant Director Maples and Residence Hall Directors Amanda Quenemoen and Mark Moultrup became Young Adult Mental Health First Aid certified. This 8-hour training taught participants how to be effective first responders in mental health crises.

Our focus has shifted to summer operations and projects. Currently, we are finalizing our 360-degree video project. Residence Hall Director Sam Wemple has been busy taking lots of pictures of the residence halls. She is stitching these pictures together to create a 360-degree walkthrough of our rooms. These photos and videos will be placed on our website by the end of the summer.

Finally, we have decided to bring back an old tradition for Griffon Orientation. Students who attend GO sessions will receive a housing-specific folder. Inside will be important contact information, their mailing address, room assignment, and even a letter from their Residence Hall Director. We hope this folder answers many typical questions we get throughout the summer and provides a great welcome for our students.

International Center

Ann Rahmat

The International Center actively supports Missouri Western's mission and vision in three main ways: it provides global engagement and perspectives, international student support, and the recruitment of international students.

One of the unit goals is to provide an engaging, meaningful global perspective and learning opportunity. To meet this goal, the Center provides activities and events that enhance the academic experience, broadens horizons, and cultivates respect, courage and freedom. The following global programming opportunities were offered between April 26 and May 7:

- KC Royals baseball game. Hosted with donated funds, the cultural experience benefited 20 students, American and international.
- Holi: Indian Celebration of Color. The campus community experienced fun with colored powder and a taste of Indian cuisine. Coordinated by the Indian Student Association and co-sponsored by the Student Government Association.
- Tea & Talk. An international cultural exploration (the use of the English language around the world, speaking with accents, tribal differences), the global concept of diversity, and networking.
- International Farewell & Sash Ceremony. An opportunity to celebrate student successes and to welcome the students' families to campus. It also provided a golden chance to thank and bid farewell to President Vartabedian and Dr. Judy Grimes who are retiring, and Dr. Ben Caldwell who is moving to the East Coast.
- Truman Foundation Good Neighbor Award Luncheon. Held at the Kansas City Marriott Downtown, this is an annual event for international students that provides the opportunity for them to network with other international students from around the State.

Aside from directly supporting students' career preparedness efforts, the Center also supports and partners with academic and student affairs units across campus. The following staff development and speaking engagements provided university employees with affordable professional development opportunities on the topic of welcoming diversity, which supports the University diversity mission and vision.

- Director of the International Center, Ann Rahmat, was a panelist for the Barbara Sprong Leadership Challenge on April 10 on the topic of cultural competency that supports and enhances leadership in an inclusive environment.
- Assistant Director, Fumi Matsumoto Cheever, presented at the Center for Academic Support tutor training on April 24 on the topic of "Understanding International Students."
- The International Center staff represented the Center at the Freshman Griffon Orientations on June 11-13, and 18-19. It is an opportunity to introduce all students to the International Center programs and to encourage student engagement and involvement while at Missouri Western.

Other staff professional development opportunities included the NAFSA International Education conference for Fumi Cheever from May 27-31, and the Missouri International Education meeting for Ann Rahmat on June 18. Normal conference topics and networking events include news updates, best practices, federal regulation updates, and opportunities on the following topics: student immigration regulations, international support services, leadership opportunities, study abroad, exchange programs, and international admissions and recruitment.

A strong, supportive and close network with the Federal immigration agency directly benefits the University community. The Student and Exchange Visitor Program (SEVP) Field Representative, Jeffrey Hashman, and the Project Campus Sentinel (PCS), Agent Marc Stern, visited Missouri Western on April 29. Missouri Western staff were represented by Dr. Judy Grimes (Division of Student Affairs), Adam McGowan (Title IX Coordinator), Tim Kissock (Risk Manager), Chief Jill Voltmer (Campus Security), Tina Washburn and Jamie Sweiger (Office of Admissions), Steven Porter (Counseling Center), Fumi Cheever and Ann Rahmat (International Center).

On the topic of international recruitment, Missouri Western was presented the opportunity to host visitors from a potential exchange partner from the University of Hiroshima, Japan on June 3. Mr. Ryohei Matsumoto and Mr. Takeshi Okoda represented the University of Hiroshima. They toured the campus, met with President Vartabedian, had a lunch meeting with select academic faculty and chairs, and met with a Strategic International Enrollment Management sub-committee. The visit was the direct result of Assistant Director Fumi Cheever's visit to Japan in March 2019. The University of Hiroshima may be a good fit for Missouri Western students' global perspective experience because it offers many undergraduate courses in English. The visitors also enjoyed a dinner with international students at the home of Fumi Cheever.

Student Life & Leadership

Isaiah Collier

The Center for Student Involvement (CSI) held its last event of the spring 2019 semester on April 24 in the Blum Union Lobby. The Stress Relief program offered students a fun and interactive way to relax before Finals Week. The CSI presented an array of experiences for the students including an Oxygen Bar, Stuff-a-Plush DIY stuffed animals, video arcade games, caricature artist, Spinning Wheel of Prizes, snack giveaways, music and more.

Registration is now open for CSI's annual program, Western Warm-Up, which is an interactive community vendor and Registered Student Organization fair held on the first day of classes of the fall semester. This year's Warm-Up will be on August 26 at 11am to 1pm outside by the Kelley Commons walkway. Thus far 50 businesses and registered student organizations have signed up. Sign up and event details can be found at:

<https://www.missouriwestern.edu/student-life/western-warm-up/>.

The Center for Multicultural Education (CME) hosted the second Safe Zone Training for the semester on April 25. The CME had to bring in this second class as the first class was overfilled. The Safe Zone Training was an interactive program designed to build awareness of LGBTQIA+ issues and create allies for them within the MWSU staff community.

A farewell BBQ was held by the CME on the afternoon of April 26 to give the students a last chance to mingle and say goodbye for the summer. Students enjoyed hamburgers and hotdogs at the Blum Union parking lot while a DJ played everyone's favorites. It was a come and go event that permitted students to participate in the Black Student Union Car Wash Fundraiser.

The Black Student Union hosted its Annual Fashion Show event on April 27. This year's show, *My Black is Beautiful*, featured clothes and fashions designed by Missouri Western students of color. Over 70 persons came out to watch the runway models showcase the talented designs.

On May 2, the CME had its final event of the spring semester. The Multicultural Graduate Dinner welcomed all friends and family of this semester's multicultural graduates. Speeches and awards were given as the graduating students were honored for their hard work.

The Center for Multicultural Education will be performing its biennial Tunnel of Oppression program this fall. Volunteers have already begun work with research and creation of Tunnel items and showcases. Students, staff and the public are welcome to come and volunteer their time to help create features within the Tunnel throughout the summer. Inquiries about volunteering and general questions can be directed towards the Director of the Center for Multicultural Education, Latoya Muhammad, at 816-271-4150 or involvement@missouriwestern.edu.

The Western Activities Council (WAC) held its annual Spring Fling Block Party on April 11 in Fulkerson Center. This year's party was hosted by DJ Kidult and included inflatables, giveaways

and a 90s theme music dance party. WACs Spring Concert Showcase in the Looney Gym Arena on April 17 featured comedian DeRay Davis as the headliner with comedian Ronnie Jordan as the opening act. Over 400 persons attended this event.

The Center for Student Involvement (CSI) Leadership and Fraternity/Sorority Life Coordinator, Madeleine Pasco helped host Servicepalooza, "A Month of Griffs-Giving," on April 5, 8, 13, and 22. These four events involved students from all over campus cleaning up the Campus Cupboard and Pop-Up Closet, making bagged lunches for St. Joseph families in need, supporting the St. Joseph Animal Shelter's annual Walk for the Paws 5K Run/Walk fundraiser, picking up trash around campus, and painting crosswalks and fire lanes. The events were sponsored by the Center for Student Involvement and the Student Government Association and open to all students on campus.

Madeleine Pasco from the Center for Student Involvement collaborated with Dr. Chris Bond from the Department of Communication & Journalism and Thomas Brecheisen of the Department Theatre, Cinema & Dance to present to three students working on a school project on the topic, "Conquer Your Fear of Public Speaking." The students filmed the presentation for archival purposes.

Student Services

SGA President Engoma Fataki and Vice President Nathan Scott

We are beginning a new year in Student Government Association (SGA) as this new administration starts the official term of office. Our administration is focused on upholding three main values: Transparency, Accountability and making SGA work for the students. One of the greatest challenges that the university faces is the lack of student involvement on campus. This is something that our administration plans to address through enabling student leaders to foster a community and culture of growth and involvement.

Since we took office, Vice President Nathan Scott and I have filled all directorship positions within the SGA Executive Branch.

- Director of Finance: Sean Peters
- Director of Student Relations: Arionne Thrash
- Director of Public Relations: Jashira Bolden
- Director of External Relations: Dillon Schreckler
- Director of Griffs Give Back: Andrea Gordon
- Secretary of the Senate: Ariana Reed

We hope to work closely with the incoming University Administration to help advance both the mission of the SGA, and of the University. With these changes coming to Missouri Western, this is a time for hopeful optimism. We hope for the upcoming years to become an era of cooperation and growth at Missouri Western. We believe a strong and productive relationship with the University Administration will allow for the betterment of the campus community, and for the realization of the outstanding potential Missouri Western holds.

Memorandum

To: Dr. Robert A. Vartabedian, President

From: Jerry Pickman, Vice President for University Advancement

Date: June 3, 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

Kim Sigrist and I have been asked to co-lead an internal Presidential Transition Team in preparation for President-designate Matt Wilson's tenure as Missouri Western's next president. A team has been formed and a plan outline has been developed to help gather information that used to assist with developing a master schedule covering intervals of his first 30 days, 60 days, 90 days, six months, nine months, and 12 months of employment. Ultimately, the goal of the Transition Team is to help President-designate Wilson 1) Gain a full understanding of Missouri Western State University in a methodical and expeditious manner, 2) Develop working relationships with key internal and external stakeholders, and 3) Develop a foundational understanding of the organizational structure of the university and the areas of responsibility of his leadership team.

- Special Events and Meetings Attended:
 - Dean, Liberal Arts & Sciences candidate presentations
 - Faculty and Staff Retirement Awards Ceremony
 - Spring Commencement
 - CSB&T Franchise Dinner
 - CSB&T Franchise Competition Announcement
 - Potter Hall Building Committee mtg
 - Meeting with SJSD administrators
 - MWSU Foundation Investment Committee meeting
 - MWSU Foundation Board of Directors meeting
 - Donor/prospect visits

Alumni Relations (Colleen Kowich, Director of Alumni Relations)

At the time of this writing, Dr. Jimmy Albright is leading a group of 25 alumni and friends on a trip through Greece. Pictures can be found on Facebook at www.facebook.com/mwsualumni.

- Chapters and Networks
 - The St. Joseph Alumni Chapter will host Griffons Uncorked at Room 108 on June 11 beginning at 5:30 p.m. All alumni and friends are welcome to all chapter and network events.
- Alumni Association Officers
 - New Alumni Association officers were selected at the April 13 Alumni Board meeting. They are President, Tona Williams '00 and Vice-President, Mary Workman '76. Jim Jeffers '73 will serve as Immediate Past President. Tona, Mary and Director of Alumni Relations, Colleen Kowich have a work day scheduled at

the end of June to set goals for Academic Year 2020. They officially take office July 1, 2019.

- Alumni Directory and database project
 - The Alumni Association has contracted with Publishing Concepts (PCI) to perform a database verification project. Alumni will be contacted by PCI through November in an effort to verify their data in the Alumni and Foundation database. Directories are available for purchase by alumni only. The data verification is for our use only and will not be shared with third party vendors.

Development (Kim Weddle, Director of Development)

- Capital Campaign
 - We continue to seek funding for the campaign, particularly for the Drew H. Brown Annex.
 - Drew's generous gift prompted guests at the Foundation Appreciation Reception to consider their own legacy. Follow up visits have been made or are scheduled with several of the guests there that night who expressed an interest in meeting.
 - A grant proposal has been submitted to the Sunderland Foundation for support of the Annex project.
- Major Giving
 - A visit to reconnect an alum who was a softball player has resulted in a gift of over \$10,000 to establish an endowed scholarship for softball players or female athletes.
 - An alum, who recently established an endowed scholarship, visited and toured campus and donated an additional \$10,000 to the scholarship. While on campus he met with two of his past professors, Dr. Len Archer and Dr. Larry Lambing, and toured the Chemistry department and labs.
 - A trip to the Jefferson City area is planned for July.
- Stewardship
 - A luncheon was held to introduce the first scholarship recipient of the Mary Byrne Stewart and Dr. Imogene Rigdon Graduate Nursing Scholarship to the Rigdon/Tabor family. This resulted in additional donations to the scholarship by the family.
- Annual Fund
 - An end of fiscal year direct mail appeal was recently mailed to donors who gave by mail last year but not yet this year.
- Phonathon
 - The contract with the phonathon vendor was ended in December of last year due to performance issues.
 - Our student worker Eme is calling those who have given to the phonathon in the past but not yet this year. After calling for two nights, she has secured over \$800 in pledges.
 - A postcard with Eme's picture and a note from her was sent out prior to her calling that requested they "answer the call."
- Western League for Excellence
 - This giving society provides much-needed unrestricted dollars.
 - Currently there are 388 members who have given a total of nearly \$103,502 this fiscal year. Our goal is to raise \$135,000 by the end of June.
- Ambassadors
 - The Ambassadors "Night at the Ritz" social raised a total of \$21,774 for non-traditional student scholarships.

- MIAA Conference
 - Development staff led over 25 guests in round table discussions for the Development track at the conference.
- Planned Giving
 - A *Golden Opportunities* e-newsletter was sent on June 7.
 - It featured several articles of interest and were sent to a targeted group of alumni and friends.
 - Two segments received different articles, based on where they are in life.
 - Those transitioning (age 55-69) received an e-newsletter that included articles on *3 Meaningful Ways to Make a Difference*, *A Unique Way to Grow Your Legacy*, and *How to Balance Family and Giving*.
 - Those in the motivating group (age 70+) received articles on *Growing Your Legacy with Retirement Plan Assets*, *3 Meaningful Ways to Make a Difference*, and *Family Now, Philanthropy in the Future*.

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

- Publications
 - Public Relations and Marketing is working with Admissions and Campus Printing and Design Services to create new admissions material content and design for the next recruiting cycle. This includes viewbooks, postcards, direct mail, posters and other materials that will start going to prospective students and recruiters this August.
 - The spring issue of the MWSU magazine featuring Dr. Vartabedian's legacy as well as Dr. William Eickhorst's print collection donation and various alumni stories was mailed in May. Stories have also been placed online at missouriwestern.edu/magazine.
 - The PR/Marketing team coordinated print materials and a special 10th anniversary video for this year's Celebration of Entrepreneurship Dinner hosted by the Center for Franchise Development in the Craig School of Business and Technology.
- Marketing
 - The PR/Marketing team in collaboration with Campus Printing and Design Services continues working on creative concepts for a new branded look and campaign for the University. The tagline for the new campaign will be "Together We Succeed," and we'll emphasize the number of ways Missouri Western comes together for the success of our students.
 - PR/Marketing has worked with recent art alum Indigo Gaydusek to paint a pair of Griffon Wings and the Glenn E. Marion Memorial Clocktower on the side of Kelly's Pub, 1415 Frederick Avenue. We expect this mural to become a popular photo opp spot for our students in the Downtown region. A location for a possible second MWSU-themed mural has been identified Downtown as well.
- Media and Social Media
 - The biggest story in the traditional media and on social media this past month has been the announcement of the winner of the Center for Franchise Development's annual contest for the opportunity to own a business. This year's contest featured a new wrinkle: the winner asked the other finalist to partner in the Auntie Anne's pretzel franchise that she won.
- Communication
 - The April 30 Family Newsletter featured information on commencement, summer housing options and several upcoming important dates and events. The e-

newsletter had an open rate of 38.5 percent, above average for a publication of this type, indicating that the families of our students are very interested in what's happening on campus.

- Professional Development
 - The PR/Marketing team worked with other units within University Advancement to plan the 2019 MIAA Advancement Conference on Missouri Western's campus June 5-6.
 - Aubry Carpenter spoke to St. Joseph School District principals about a variety of initiatives.

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

- Chargeback Comparison
 - April 2018- #245 chargebacks: \$21,156
 - April 2019- #253 chargebacks: \$21,578
- Completed Projects
 - Spring Missouri Western Magazine; Annual Fund mailer; Literacy Luncheon invitations and programs; Softball and Baseball ads and programs; Drs. Vartabedian Farewell Reception invitation; Entrepreneurship dinner programs; Franchise program retractable banners; Window clings for Library windows; Commencement programs; Nursing program flyers and rack cards; Spring Sports Senior Posters; and, Men's Basketball Summer Camp Flyers.
- Projects in Progress
 - Department rack cards and posters; Admissions Tour Room wall graphic wraps; Admissions recruiting materials incorporating the new brand; International program recruiting materials; Athletic Charity Golf tournament programs and signage; Fall sports posters, schedule cards, programs; Alumni Directory artwork; Western League newsletter; Residential Life pocket folders; MIAA Advancement conference materials; Golden Griffon Sports Award Banquet; Gold Coat Brochure; Dept of Art Recruitment pieces; and, 2019-20 Theatre Season Graphics

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

- The MWSU Foundation Board of Directors met on Wednesday May 1st for the 3rd quarterly meeting of fiscal year 2019. The Foundation's fiscal year 2020 operational budget and allocation schedule were formally approved at this meeting. Three new allocations to the University were also approved to support strategic and applied learning initiatives. Due to a strong quarter's performance of the Foundation's investments, the Foundation's total assets grew to \$53.5 million as of March 31, 2019.
- On May 24th, the Craig School of Business and Technology Center for Franchise Development awarded an Auntie Anne's store to the franchise competition winner. The MWSU Foundation has committed funds to collateralize the loan to purchase the Auntie Anne's and is excited to support the program and specifically the student in this endeavor.

MEMORANDUM

TO: Dr. Robert Vartabedian, President

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

DATE: June 1, 2019

RE: Report to the Board of Governors – June Meeting

Key Activities & Projects

Completed Standard & Poor's annual review for bond rating
Completed tuition & fee calculations for room and board
Worked on General Operating & Auxiliary Budget with Director of HR

Conferences/Meetings/Events Attended

- Presented Financial Report at April BOG meeting
- Conducted one on one meetings with area Directors
- Attended Cabinet meetings
- Co-Chaired BAC meeting
- Attended MWSU Commencement Ceremonies
- Attended GAC meeting
- Attended KC Chiefs Training Camp meeting
- Attended Mace Dedication
- Attended open forum for Dean of LAS
- Attended CBR (client-business review) with Aramark
- Met with St. Joseph City officials regarding possible Fire/Police Station proposition
- Attended Blunt Literacy Luncheon
- Attended TRUSS Benefits Review in KCMO with VP of FP&A and HR Director and Benefits Coordinator/Asst. HR Director

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

Key Projects & Activities

- The Business Office has updated the tuition and fees tables for fall. This includes preparing bills to ensure that new student's attending the New Student Registration Program (GO) will be able to see room and board charges.
- Accounting Services had several employees volunteer at the commencement ceremony this year.
- Accounting Services is working with Pepsi to add more ADA compliant machines on campus.

- Financial Services continue preparing for fiscal year end procedures and working on budget processes.

Human Resources, Sara Freemyer, Director

Key Activities & Projects

- MOSERS conducted a retiree seminar on campus April 3, 2019; 37 employees attended this presentation.
- Representatives from Senior Plus Advisors conducted two Medicare Lunch & Learn sessions on campus April 10, 2019; 30 employees attended these sessions. Senior Advisors offers free Medicare assistance to our employees through our benefits consultant Truss Advantage.
- HR conducted another Benefits Committee meeting on April 15, 2015. Truss Advantage discussed a *third party administrator plan* versus our *traditional plan* with Blue Cross Blue Shield of KC. This will be beneficial information as we discuss plans for the 2020 health insurance renewal.
- HR recognized BCBS's National Walk at Lunch day on April 24, 2019. Employees met at noon outside Popplewell and walked a lap around campus, some took the time to walk two laps. HR provided those in attendance (36) with a healthy box lunch.
- HR in conjunction with the President's Office honored retirees from this past fiscal year on Friday, April 26 at the Faculty and Staff Awards and Retirement Reception. The event was well represented and most retirees were present for their years of service recognition; representing 364 years of total service. Faculty and Staff Foundation awards were also presented.
- HR Recruitment has processed a multitude of travel arrangements in April with many faculty, staff and administrative positions in final stages. A few notable positions finalized being Vice President for Financial Planning & Administration, Head Women's Basketball Coach, Events & New Student Program Coordinator, Counselor, and eight (8) faculty positions.

Information Technology Services, Fred Nesslage Interim Director

Key Activities & Projects

- Transformation of custom made Banner 8 forms to Banner 9 is under way. The initial delivery of the most utilized custom forms, as contracted for transformation by Ellucian Professional Services, have been delivered and are undergoing testing. Bug and change requests have been submitted for 3 forms.
- Final design for enhanced and updated WiFi campus-wide completed mid-February. Cost estimates are complete (\$320k), and are looking into funding options.

- Installation of additional cabling for enhanced WiFi service in Griffon Hall residence hall is complete. Updated equipment will be installed during the summer months. Replacement WiFi access points have also been purchased for Beshears and Juda Halls, and will be installed during the summer months.
- 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. Currently seeking funding to purchase and implement solution.
- Long-term infrastructure upgrades and alternatives are in the beginning phases of investigation. This includes capacity planning and public cloud usage.
- Preparing slight reorganization in Telephone Services unit in anticipation of a staff member retiring at the end of June. Expected to reduce staff count by one (1) and provide personnel budget savings.

Physical Plant, Bryan Adkins, Director

Key Activities & Projects

- Director continues to work closely with Lankford/Fendler in regards to the Remington/Agenstein Lab Hood and HVAC Project. Equipment has been ordered and formal construction will begin mid-June. Completion date is projected for mid- August with all test and balancing completed for fall semester.
- RTU controls have been installed on the Griffon Indoor Sports Complex.
- Enerfit controls that were placed on the Griffon Indoor Sports Complex earlier this year are performing as planned. Fans are operating at approximately 25% -30% of capacity. Previously these fans would be running at 100% anytime the unit would have operated. We anticipate these controls will allow for very notable energy savings as well as extend the life of the units and reduce required maintenance. Once the savings is confirmed, Physical Plant will begin an assessment for all qualifying equipment and the potential savings campus wide.
- Physical Plant is working with MDOT on repairs needed to the driving surface in the tunnel going under I-29. Plans are to have this surface prepared and resurfaced in the next few weeks.
- Director continues to work on a 5 and 10 year projection of deferred maintenance needs and expenses. This projection will allow for items in high and critical need of repair or replacement to be budgeted on a yearly schedule.

- Department continuously works on summer renovations, campus beautification projects, as well as preparing for Chiefs arrival in mid-July.

Police Department, Jill Voltmer, Chief of Police

Key Activities & Projects

- Attended a meeting in Kansas City with the MIAA police chiefs.
- Officers received the following training: University of Central Missouri-Trauma induced Sexual assault investigations, Mules training, Gordon Grahams Leadership training, Taser training, Cleary training
- Meetings attended by Campus Police Department included: Opioids task force, Crime stoppers, Mayors Blue Ribbon Crime Advisory Committee, Sexual Assault and Family Violence Council, Drug free Coalition meeting, BIT meeting-Behavioral Intervention Meeting
- Police Chief attended KC Chiefs camp meeting to determine police needs and shared information with St. Joseph Police Department.
- Completed an inventory of vehicles and equipment in department and tended to minor maintenance needs.
- Participated in Griffon Orientation for new students

Risk Management, Tim Kissock, Director

Key Activities & Projects

- Environmental Safety will be conducting a periodic haul off of hazardous waste.
- Summer student projects are keeping the Art Department busy. Currently, they are painting large murals on outdoor structures in St. Joseph.
- With the onset of summer break, youth camps on campus are in full swing.

Missouri Western State University
Statement of Cash Position
May 31, 2019

Fund	05/31/2019 Available Balance	05/31/2018 Available Balance	05/31/2017 Available Balance
Operating, Auxiliary, Agency & Payroll	\$ 9,650,317	\$ 12,471,107	\$ 15,401,425
Auxiliary System Revenue Bond Funds	300,000	760,000	760,000
Loan Funds	80,992	82,483	82,000
TOTAL FUNDS INVESTED	<u>\$ 10,031,309</u>	<u>\$ 13,313,590</u>	<u>\$ 16,243,425</u>

Missouri Western State University
Schedule of Funds Invested
May 31, 2019

OPERATING FUND	YIELD	AMOUNT	BANK
Checking Account	2.37%	8,960,537.02	Citizens Bank
Miscellaneous Petty Cash/Change Funds	2.37%	5,150.00	Citizens Bank
Total Operating Fund		<u>8,965,687.02</u>	
 AUXILIARY			
Checking Account	2.37%	<u>621,761.00</u>	Citizens Bank
 AGENCY FUND			
Checking Account	2.37%	<u>62,869.00</u>	Citizens Bank
 TOTAL OPERATING, AUXILIARY & AGENCY FUNDS		<u><u>9,650,317.02</u></u>	
 AUXILIARY SYSTEM REVENUE BONDS SERIES 2008			
 Repair & Replacement Reserve			
Checking Account	2.37%	<u>300,000.00</u>	Citizens Bank
 TOTAL AUXILIARY SYSTEM REVENUE BOND FUNDS		<u><u>300,000.00</u></u>	
 INSTITUTIONAL LOAN FUND			
Checking Account	2.37%	80,992.00	Citizens Bank
 TOTAL LOAN FUNDS		<u><u>80,992.00</u></u>	
 TOTAL FUNDS INVESTED		<u><u>10,031,309.02</u></u>	

Average Interest Rate

May 2019 - 2.38%

May 2018 - 2.16%

Missouri Western State University
Educational and General Services
Budget and Activity Report
May 31, 2019

	FY19 Budget	FY19 Actual	FY18 Actual	FY17 Actual
Revenues:				
Students Fees	34,491,239	34,045,002	33,795,163	30,170,467
Interest Income	280,000	244,494	242,933	249,579
Athletic Receipts	27,000	21,585	21,418	26,893
Auxiliary Reimbursement	600,000	550,000	275,000	275,000
Miscellaneous Income	140,000	214,488	120,082	136,516
State Appropriation	<u>20,609,352</u>	<u>18,891,906</u>	<u>18,891,906</u>	<u>19,458,649</u>
Total Operating Revenues	<u>56,147,591</u>	<u>53,967,475</u>	<u>53,346,502</u>	<u>50,317,104</u>
Expenditures:				
Salary	28,319,778	25,261,719	25,289,795	25,838,209
Fringe Benefits	10,203,665	8,756,295	8,590,055	8,343,236
Student Labor	776,845	764,210	668,090	755,491
Operating	6,847,303	6,656,307	6,811,896	5,277,161
Scholarships	9,000,000	10,215,875	9,437,297	6,705,932
Capital	400,000	682,261	483,327	531,001
Travel	<u>600,000</u>	<u>1,037,273</u>	<u>972,411</u>	<u>913,710</u>
Total Operating Expenditures	<u>56,147,591</u>	<u>53,373,940</u>	<u>52,252,871</u>	<u>48,364,740</u>
Operating Reserves (in millions)	9/30/2018 10.2	12/31/2018 3.2	3/31/2019 6.1	

Missouri Western State University
Auxiliary Services
Budget and Activity Report
May 31, 2019

	FY19 Budget	FY19 Actual	FY18 Actual	FY17 Actual
Revenues:				
Students Fees	1,550,000	1,501,371	1,503,229	1,495,043
Food Service	3,850,000	4,107,349	3,787,457	3,495,090
Bookstore Commissions	225,000	215,188	212,060	205,204
Residential Hall Rentals	6,290,000	6,608,596	6,226,886	5,733,547
Conferences & Special Programs	350,000	260,853	254,022	212,648
Vending	30,000	26,148	28,554	28,337
Athletic Receipts	40,000	25,204	33,170	38,904
Federal Interest Rebate	265,000	256,787	261,798	267,565
Interest Income	30,000	69,593	58,074	33,096
Total Auxiliary Revenues	<u>12,630,000</u>	<u>13,071,089</u>	<u>12,365,250</u>	<u>11,509,434</u>
Expenditures:				
Salary	1,077,978	1,007,618	936,678	1,011,517
Fringe Benefits	531,340	459,006	427,075	435,853
Student Labor	330,830	224,790	198,816	250,433
Operating	2,922,292	2,083,799	1,759,178	1,870,516
Debt Service	3,550,519	3,191,284	3,575,283	3,588,493
Food Service	3,553,500	3,300,486	3,169,415	3,361,998
Capital	644,141	202,428	313,775	279,568
Travel	19,400	9,293	8,111	15,807
Total Auxiliary Expenditures	<u>12,630,000</u>	<u>10,478,704</u>	<u>10,388,331</u>	<u>10,814,185</u>
Auxiliary Reserves (in Millions)	9/30/2018 5.2	12/31/2018 3.5	3/31/2019 6.0	

FB20-005 ROOF REPAIR SCANLON HALL AND ROOF REPLACEMENT BLUM UNION

Invitations for bid were advertised in two newspapers for two days and specifications were sent to twenty three (23) potential vendors. Three bids were received for the roof repair Scanlon Hall and the roof replacement Blum Union.

Scanlon Hall's roof contains localized damage due to blistered or crack sections. Scanlon Hall's roof needs to have an overlay roof system with the TPO membrane, which was requested in the bid specifications. Blum Union's roof needs to be replaced, which means the old roof will need to be removed and a new Modified Bitumen roof will be installed. The roofs will include a 20 year warranty.

Bid results are as follows:

Delta Innovative Services, Inc.

Kansas City, KS

Base Bid #1 (Scanlon Hall Membrane)	\$ 194,000
Base Bid #2 (Scanlon Hall Fluid Applied)	\$ 123,000
Alternate Bid #1 (Blum Union Roof)	\$ 270,000

Hausman Metal Works & Roofing, Inc.

St. Joseph, MO

Base Bid #1 (Scanlon Hall Membrane)	\$ 206,800
Base Bid #2 (Scanlon Hall Fluid Applied)	\$ 198,000
Alternate Bid #1 (Blum Union Roof)	\$ 252,200

Roberts Roofing Co., Inc.

St. Joseph, MO

Base Bid #1 (Scanlon Hall Membrane)	\$ 128,000
Base Bid #2 (Scanlon Hall Fluid Applied)	\$ 84,300
Alternate Bid #1 (Blum Union Roof)	\$ 238,600

Ellison-Auxier Architects verified the pricing with Roberts Roofing to ensure that it met our requirements and the price includes specifications outlined in the bid.

After working with Roberts Roofing Co., Inc., to arrive at the best and lowest price the Administration recommends acceptance of the base bid from Roberts Roofing Co., Inc. for the Base Bid #1 (Scanlon Hall Membrane) and the Alternate Bid #1 (Blum Union Roof).

The Administration also recommends that \$36,600.00 (10%) contingency budget be approved for any unforeseen costs.

Total amount for this project requested is \$366,600 and \$36,600 totaling \$403,200. This project will be paid with funds through the Major Dormitory Renovation account.

Student Governor Report
April 25, 2019

I will be participating in the Presidential Transition team for incoming President Matthew Wilson.

Currently brainstorming for any final projects to complete before the term ends.

This August I will begin advertising for the Student Governor position as my term ends in December.

Report of the President

Tuesday, June 18, 2019

1. Welcome to new Vice President for Financial Planning and Administration, Darrell Morrison.
2. The outcome of the past legislative session was positive for Missouri Western, particularly:
 - a. A 4.9% increase in our on-going appropriation from the State.
 - b. The MoExcels grant for the expansion of our health care programs
3. We have received two fairly recent and large gifts for our arts areas:
 - a. Drew Brown's million dollar gift for the visual arts (The Arts Annex)
 - b. Another substantial gift (pledge) for the performing arts area
4. Our appreciation to Board Chair, Dave Liechti, for his excellent board leadership over the past two years.
5. Finally, my appreciation to all of you for giving me this opportunity over the past 11 years.