

TRUMAN STATE UNIVERSITY
Kirksville 63501

OFFICIAL MINUTES
OF THE
BOARD OF GOVERNORS

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OPEN SESSION
OF MEETING ON
DECEMBER 3, 2016

The Board of Governors for Truman State University met on Saturday, December 3, 2016, on the University campus in Kirksville, Missouri. The meeting was held in the Conference Room of the Student Union Building, and the open session of the meeting was called to order shortly after 1:00 p.m. by the Chair of the Board of Governors, Sarah Burkemper.

Participating in the meeting were six of the seven voting members: Sarah Burkemper, Cheryl J. Cozette, Laura A. Crandall, Jennifer Kopp Dameron, Mike LaBeth and Susan Plassmeyer. Jim O'Donnell was absent from the meeting due to a previous commitment and his absence was recorded as excused.

Also participating in the meeting were two of the three non-voting members: Carter Brooks Templeton, student representative, and David Lee Bonner, one of the two out-of-state members, who participated via conference call. Michael A. Zito, the other out-of-state member, was absent from the meeting due to a previous commitment and his absence was recorded as excused.

Call to Order and Chair Report

Sarah Burkemper, Chair of the Board of Governors, called the meeting to order and welcomed all in attendance.

Minutes for Open Session of Meeting on October 21, 2016

Jennifer Kopp Dameron moved the adoption of the following resolution:

BE IT RESOLVED that the minutes for the open session of the meeting on October 21, 2016, be approved.

The motion was seconded by Mike LaBeth and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

Selection of Officers for 2017 Calendar Year

Susan Plassmeyer moved the adoption of the following resolution:

BE IT RESOLVED that the following persons be duly elected as officers of the Truman State University Board of Governors, taking office for a term of one year commencing at the first regular meeting of the 2017 Calendar Year:

Chair	Mike LaBeth
Vice Chair	Cheryl J. Cozette
Secretary	Laura A. Crandall

The motion was seconded by Jennifer Kopp Dameron and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

Board Committee Appointments for 2017 Calendar Year

Sarah Burkemper and Mike LaBeth announced the annual Board committee appointments, which take effect at the beginning of the 2017 Calendar Year:

Academic and Student Affairs

- Jennifer Kopp Dameron, Chair
- Cheryl J. Cozette
- Carter Brooks Templeton
- Mike LaBeth, ex officio

Budget and Capital Projects

- Susan Plassmeyer, Chair
- David Lee Bonner
- Jim O'Donnell
- Mike LaBeth, ex officio

Finance and Auditing

- Sarah Burkemper, Chair
- Laura A. Crandall
- Michael A. Zito
- Mike LaBeth, ex officio

Honorary Degrees

- Laura A. Crandall, Chair
- Sarah Burkemper
- Mike LaBeth
- Susan Plassmeyer
- Carter Brooks Templeton

Foundation Board

- Mike LaBeth
- Sarah Burkemper
- Cheryl J. Cozette

President's Report

Dr. Susan L. Thomas, Interim University President, provided a report on a number of initiatives and activities taking place on campus. President Thomas reported on the University's response to the Department of Labor's ruling on the Fair Labor Standards Act to update overtime regulations; she noted that although a United States district judge imposed an injunction on the rule change in late November, the University will continue with its review to ensure that staff positions are appropriately classified. She provided a legislative report highlighting in particular the Freshman Legislative Tour scheduled to visit Truman on December 8 as well as the status of funding for the Greenwood Center project. President Thomas reported on the work taking place to develop an implementation strategy for the recently approved strategic plan; she highlighted a recent naming rights pledge for the Stadium Press Box; and she provided an enrollment report as of December 1. Dr. Thomas ended her report by reminding the Board of the Fall 2016 Commencement Ceremony scheduled for December 17 and sharing highlights from Athletics including Football being named Co-GLVC Champions, Women's Soccer making the Sweet 16 in the NCAA Tournament, and Women's Volleyball being named GLVC Champions. President Thomas then shared a selected engagements report detailing her activities since her last report to the Board.

Inclusive Excellence Report

Co-Chairs of the Committee to Develop a University Strategic Plan for Inclusive Excellence, Jamie Ball (Institutional Compliance Officer) and John Gardner (Director of Residence Life), provided a brief report on their committee's recently submitted University Strategic Plan for Inclusive Excellence. Also participating in the presentation were the Co-Chairs of the Inclusive Excellence Strategic Plan Implementation Committee, Dr. Jay Bulen (Chair and Professor of Music) and Michael Bazemore (Associate Director of Athletics for Compliance and Operations). Their committee began work in late September to prioritize and develop implementation strategies for the recommendations in the strategic plan.

Finance and Auditing Committee Report

Susan Plassmeyer, Chair of the Finance and Auditing Committee, provided a report on the committee meeting held earlier in the day.

Financial Report

Susan Plassmeyer provided a review of the financial reports which included a review as of October 31, 2016, of education and general revenues and expenditures and auxiliary systems revenues and expenditures and a review as of October 31, 2016, of the Truman State University Foundation revenues and expenditures.

Academic and Student Affairs Committee Report

Cheryl J. Cozette, Chair of the Academic and Student Affairs Committee, provided a report on the committee meeting held earlier in the day.

Resolution Amending Section 2.030 of the Code of Policies of the Board of Governors—University Strategic Plan

Cheryl J. Cozette moved the adoption of the following resolution:

BE IT RESOLVED that Section 2.030 of the Code of Policies titled University Strategic Plan is hereby amended as shown below. Language to be deleted appears in **[bold and brackets]** and language to be added appears in ***bold, underlined italics***.

- 2.030. University Strategic Plan. The value of proper planning is recognized by the Board of Governors. The current University Strategic Plan providing guidance for the future of the University is entitled ***Truman Blueprint for Success: Intentional Experiences, Institutional Distinctiveness, Extended Reach and Organizational Excellence, 2016-2020*** [Truman by Design: A New Era of Opportunity, Truman State University Strategic Plan, 2011-2015] and was approved by the Board of Governors on ***October 21, 2016*** [August 6, 2011]. This strategic plan supersedes all previous long-range plans previously approved by the Board of Governors. A copy of the plan will be made available for review on Truman's web page.

The motion was seconded by Jennifer Kopp Dameron and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

Budget and Capital Projects Committee Report

Mike LaBeth, Chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held earlier in the day.

Construction Projects Report

Mike LaBeth provided an update on construction projects which had been approved by the Board at previous meetings.

Contracts for Construction Projects and Equipment Purchases Report

Mike LaBeth reviewed a single item of equipment totaling between \$25,000 to \$100,000 which had been approved since the last meeting of the Board:

<u>Description</u>	<u>Cost</u>
Commercial Front Mower with Broom	\$40,053

Housing and Food Plan Charges

Susan Plassmeyer moved the adoption of the following resolution:

BE IT RESOLVED that the following major categories of housing charges be approved, effective with the 2017 Fall Semester:

- 1) Room rates for students living in the University's residence halls:

MISSOURI/DOBSON/CENTENNIAL

Size of Room	Charge for Academic Year
Single Occupancy	\$6,380 per student
Double Occupancy	\$5,520 per student
Deluxe Double	\$6,150 per student
Multiple Occupancy	\$5,060 per student
Super Single – Buyout	\$7,000 per student

BLANTON NASON BREWER/RYLE/WEST CAMPUS SUITES

Size of Room	Charge for Academic Year
Single Occupancy	\$6,940 per student
Double Occupancy	\$5,940 per student
Deluxe Double	\$6,570 per student
Multiple Occupancy	\$5,440 per student
Super Single – Buyout	\$7,530 per student

- 2) RANDOLPH APARTMENTS

Size of Room	Charge for Academic Year
One Bedroom; Single Occupancy	\$4,740 per student
Two Bedroom; Double Occupancy	\$4,620 per student
Family One Bedroom	\$6,610 per family
Family Two Bedroom	\$6,970 per family

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CAMPBELL APARTMENTS

<u>Size of Room</u>	<u>Charge for Academic Year</u>
One Bedroom; Double Occupancy	\$4,740 per student
Two Bedroom; Triple Occupancy	\$4,620 per student
Family One Bedroom	\$7,320 per family
Family Two Bedroom	\$8,430 per family

BE IT FURTHER RESOLVED that the following food plan rates per semester will be approved effective with the Fall 2017 Semester:

All Access to the cafeteria with \$75 dining dollars:	\$1,661
20 meals per week with \$100 dining dollars:	\$1,555
14 meals per week with \$125 dining dollars:	\$1,454
10 meals per week with \$100 dining dollars:	\$1,265
150 meals per semester with \$200 dining dollars:	\$1,364

BE IT FURTHER RESOLVED that the other residence hall fees and room and board charges including short-term rates not listed in this resolution be established by the President of the University, based on the above fees and charges, in accordance with Sections 11.010 and 11.020 of the Code of Policies.

The motion was seconded by Jennifer Kopp Dameron and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

Stadium Track and Field Project

Mike LaBeth moved the adoption of the following resolution:

BE IT RESOLVED that the description and budgeted amount for the following construction project be approved:

<u>Project Name</u>	<u>Project Budget</u>
Stadium Track and Field Project	\$4,820,000

BE IT FURTHER RESOLVED that the President of the University, or her designee, be authorized to accept the lowest and best bid for the project; and

BE IT FURTHER RESOLVED that a copy of the description of the project, as reviewed at the meeting, be attached to the minutes as an exhibit.

The motion was seconded by Laura A. Crandall and carried by a vote of 5 to 0 with Susan Plassmeyer abstaining from the vote. Sarah Burkemper declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit A.

University Residence Project

Susan Plassmeyer moved the adoption of the following resolution:

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BE IT RESOLVED that the University staff is authorized and directed to proceed with repairs and renovation to the University Residence; that the staff is to proceed in substantial conformity with scope of work as shown on Exhibit 1; and that the staff is to work with William B. Ittner Architects to prepare bid documents, seek bid proposals from contractors, and return a recommendation to the Board.

The motion was seconded by Mike LaBeth and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit 1.

Agenda Items for Future Meetings

The Board reviewed a list of proposed agenda items for the regular meetings during the next year.

Dates for Future Meetings

Cheryl J. Cozette moved the adoption of the following resolution:

BE IT RESOLVED that the next regular meeting of the Board of Governors be scheduled for Saturday, February 4, 2017, on the University campus in Kirksville, Missouri, beginning at 1:00 p.m., with the understanding that the Chair may alter the starting time and/or place for the meeting by giving due notice of such change; and

BE IT FURTHER RESOLVED that other regular meetings of the Board during the next year be tentatively scheduled for the following dates:

Saturday, April 8, 2017;
Saturday, June 10, 2017;
Saturday, August 5, 2017;
Friday, October 13, 2017; and
Saturday, December 2, 2017.

The motion was seconded by Susan Plassmeyer and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

Agenda Items for Closed Session

Laura A. Crandall moved the adoption of the following resolution:

BE IT RESOLVED that this meeting be continued in closed session, with closed records and closed votes as permitted by law, for consideration of the following items as authorized by Section 610.021, Revised Statutes of Missouri:

1. Approval of minutes for the closed session of the last meeting under Subsection 14 of the statute for "Records which are protected from disclosure by law";
2. Confidential communications with the General Counsel; and

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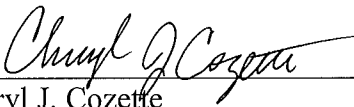
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3. Individual personnel actions under Subsection 3 of the statute for "Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded";

BE IT FURTHER RESOLVED that if any business not covered by the stated reasons for the closed session is raised during the closed session, then this meeting shall be reopened to the public and an announcement about a resumption of the open session shall be made in the hallway outside of the meeting room.

The motion was seconded by Jennifer Kopp Dameron and carried by a unanimous vote of 6 to 0. Sarah Burkemper declared the motion to be duly adopted.

The closed session of the meeting began shortly after 2:00 p.m.



Cheryl J. Cozette
2016 Secretary of the Board of Governors

I hereby certify that the foregoing minutes were approved by the Board of Governors on the 4th day of February, 2017



Mike LaBeth
2017 Chair of the Board of Governors

**ITEM I.4
Stadium Track and Field Project**

cc

DESCRIPTION AND BACKGROUND

This project includes replacement of the existing football field turf (installed in 2008), rebuilding the existing artificial surface track (originally constructed in 1996), and replacing the Stokes Stadium Press Box which was built in 1962. The field will be widened to allow soccer events at Stokes when the natural grass soccer field is too wet for use. The timing of the project was developed to match institutional needs as well as the availability of contractors who specialize in track and field projects. It is also timed to have the track ready for the GLVC conference championship.

Bids were sought via advertisements in two general circulation newspapers, and six general contractors submitted proposals which were opened on November 22, 2016. The bidders were Nemaha, Lincoln, NE; Byrne and Jones, St. Louis, MO; PSR Construction, Kirksville, MO; River City, Ashland, MO; Whiting-Turner, Kansas City, MO; and Tarleton, St. Louis. The low bid is from River City and the project budget of \$4,820,000 includes design fees, advertising and contingencies. Funds for the project are from the student athletic fee, the Plant Fund, and donations from Truman alumni and friends.

RECOMMENDED ACTION

BE IT RESOLVED that the description and budgeted amount for the following construction project be approved:

<u>Project Name</u>	<u>Project Budget</u>
Stadium Track and Field Project	\$4,820,000

BE IT FURTHER RESOLVED that the President of the University, or her designee, be authorized to accept the lowest and best bid for the project; and

BE IT FURTHER RESOLVED that a copy of the description of the project, as reviewed at the meeting, be attached to the minutes as an exhibit.

Moved by _____
 Seconded by _____
 Vote: Aye _____
 Nay _____

EXHIBIT 1

cc

ITTNER

Preliminary Estimated Construction Cost
University President's Residence
Conditions Assessment & Feasibility Study

Truman State University

Date: November 20, 2016

Bldg Item No.	Description	Good	Better	Best
Exterior Work				
	Roof Replacement (Synthetic Slate Option) Replace Existing Natural Slate w/ Synthetic Slate Material (includes demo, new underlayment, 50-year warranty synthetic slate, flashing repairs and replacement) Replace Existing Copper-Lined Internal Gutters Ridge Vent Roof Deck Replacement (Allowance)	\$14,800 Replace Gutters & Downspouts		\$53,800 Good Work plus Replace Slate
	Roof Replacement (Architectural Shingle Option) Re-Roofing with Architectural Shingles (includes demo, new underlayment, limited lifetime warranty architectural shingles, and flashing repairs and replacement) Replace Existing Copper-Lined Internal Gutters Ridge Vent Roof Deck Replacement (Allowance)	\$14,800 Replace Gutters & Downspouts	\$30,500 Good Work plus New Shingles	
	Storm water Drainage Improvements Piped Roof Run-Off and Rain Gardens / Dry Walls (includes connecting existing downspouts to new underground storm sewer piping, routed to front and back yard subsurface dry wells & landscaped rain gardens)	\$37,000	\$37,000	\$37,000
	Miscellaneous Exterior Repairs Deteriorated Ornamental Wood Repairs and LTD Repainting	\$4,500 Minor Repairs	\$9,500 Moderate Repairs	\$27,500 Moderate Repairs & Full Repaint
Interior Work				
Whole House				
	Systems Upgrades Fire Protection (Automatic Fire Sprinkler System) (includes inspection, testing, and minor upgrades to the existing domestic water service topped automatic fire sprinkler protection system)		\$3,700	\$3,700
	Plumbing, MISC. (Major Plumbing costs for kitchen and bathroom renovations included in lump sum totals for those items of work)		\$7,400	\$7,400
	HVAC - Chillers, Air Handlers, and Ducted Air Systems (includes demo of existing chillers and air handlers, and repair of existing ductwork; replaced with new model equipment)	\$53,340 Downsize AC Tonnage; Residential Systems	\$53,340 Downsize AC Tonnage; Residential Systems	\$53,340 Downsize AC Tonnage; Residential Systems
	HVAC - Boiler, Piping, and Radiator System (includes demo of existing boiler and replacement)			\$35,500
	Electrical - Replace Service Entrance Disconnect and Panels	\$4,700	\$4,700	\$4,700
	Electrical - Replace 2nd Floor Electrical Panel	\$1,900	\$1,900	\$1,900
	Electrical - Install Code Required Electrical Service Grounding	\$900	\$900	\$900
	Electrical - Replace BX Cabling Throughout House (does not include the removal and reinstallation of walls and ceilings)			\$96,300
	Electrical - Technology & Fire Alarm Upgrades (includes technology upgrades for wi-fi, communications, security system, plus smoke and carbon monoxide detectors)	\$1,500	\$1,500	\$1,500
	Basement Level (1600 sq. ft.)			
	Abatement VAT and Mastic Removal	\$7,400	\$7,400	\$7,400
	Waterproofing Interior System (custom perimeter system of wall panels, perimeter drain, and sump pumps)			\$22,000

- Insure that lighting & electrical outlets ^{are} adequate throughout living spaces
- Review backyard fencing - repair/replace as needed

Truman State University

Date: November 28, 2016

Bldg Item No.	Description	Good	Better	Best
Main / First Floor (1850 sq. ft.) & Garage				
Kitchen Renovation	Kitchen Area Renovation Replace Ceramic Tile Flooring <i>(Demolish existing ceramic tile and install new ceramic tile)</i> Replace Cabinets Replace Countertops Replace Kitchen Appliances <i>(new cooktop on island with custom range hood, wall ovens and microwave, dishwasher, garbage disposal, trash compactor, refrigerator, and freezer)</i> General Renovations <i>(demolish existing kitchen, partitions; upgrade electrical, light fixtures, and plumbing, patch and paint walls and ceilings)</i>	\$38,500 <small>Basic, Builder Grade</small>	\$68,500 <small>Mid-Grade, Custom</small>	\$118,500 <small>Upscale</small>
			- consider functionality as family kitchen vs. catering events	
Bathroom Renovations	Wall Finish Upgrades <i>(remove existing wall coverings, patch / repair plaster and gypsum board walls, and paint)</i>		\$4,700	\$4,700
General Finish Upgrades	Wood Floor Refinishing (Parlor, Dining Rm. & Study) Entry Foyer Tile Replacement <i>(demolish resilient tile and install new ceramic / stone tile)</i> Patch / Repair & Repaint Walls & Ceilings	\$12,400 <small>Paint Only</small>	\$17,000 <small>Paint & Woodwork Repairs</small>	\$20,000 <small>Better Work plus Foyer Tile</small>
Second Floor (1700 sq. ft.)				
Master Bedroom and Master Bath Renovation	Medium to Large Bathroom Renovation Replace Plumbing Fixtures Replace Cabinets Bathroom Exhaust General Renovation <i>(demolish walls to extent required, patch / repair plaster and gypsum board walls and ceilings, erect new walls and doors, and paint and finish)</i> Custom Closet Fixtures	\$41,500	\$41,500	\$41,500
Laundry & Linen Renovation	Laundry Room Renovation Replace Cabinets Install Washer & Dryer Hook-Ups New Washer and Dryer Appliances General Renovation <i>(demolish cabinets, walls to extent required, patch / repair plaster and gypsum board walls and ceilings, and paint)</i>	\$19,300	\$19,300	\$19,300
			- retain the linen closets, paint/hardware as needed	
Bathroom Renovation	Small Bathroom Renovation Replace Plumbing Fixtures General Renovation and Linen Storage Closet <i>(demolish tile, walls to extent required, patch / repair plaster and gypsum board walls and ceilings, and paint - install new custom closet fixtures)</i>		\$8,700 <small>Fixtures Replace Only</small>	\$13,700 <small>Better Work plus Storage Clo.</small>
			- rework tile as needed, retain fixtures, address lighting & exhaust needs	
Second & Third Bedroom Renovation	Closet Renovations <i>(demolish walls to extent required, patch / repair plaster and gypsum board walls and ceilings, and paint - install new custom closet fixtures)</i> Custom Wardrobe Casework			\$5,200
General Finish Upgrades	Wood Floor Refinishing (Master & Three Bedrooms, Hall, & Stair) Patch / Repair & Repaint Walls (Entire Floor)		\$14,800 <small>Paint Only</small>	\$19,400 <small>Better Work plus Floor Refinish</small>
Third Floor (850 sq. ft.)				
General Finish Upgrades	Replace Carpeting Patch / Repair & Repaint Walls and Ceilings	\$5,200 <small>Replace Carpet Only</small>	\$8,700 <small>Good Work plus Patch and Paint</small>	\$8,700 <small>Good Work plus Patch and Paint</small>