

TRUMAN STATE UNIVERSITY  
Kirksville 63501

OFFICIAL MINUTES  
OF THE  
BOARD OF GOVERNORS

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OPEN SESSION  
OF MEETING ON  
AUGUST 5, 2017

The Board of Governors for Truman State University met on Saturday, August 5, 2017, on the University campus in Kirksville, Missouri. The meeting was held in the Conference Room of the Student Union Building. The open session of the meeting was called to order shortly after 1:00 p.m. by the Vice Chair of the Board of Governors, Cheryl J. Cozette.

Participating in the meeting were four of the seven voting members: Cheryl J. Cozette, Jennifer Kopp Dameron, Jim O'Donnell and Susan Plassmeyer. Sarah Burkemper, Laura A. Crandall and Mike LaBeth were unable to participate due to previous commitments. Their absences were recorded as excused.

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

Call to Order and Chair Report

Cheryl J. Cozette, Vice Chair of the Board, called the meeting to order and welcomed all in attendance.

Minutes for Open Session of Meeting on June 10, 2017

Jennifer Kopp Dameron moved the adoption of the following resolution:

BE IT RESOLVED that the minutes for the open session of the meeting on June 10, 2017, be approved.

The motion was seconded by Susan Plassmeyer and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted.

President's Report

Dr. Susan L. Thomas, University President, officially welcomed the Board to campus, provided a report on several items of current interest, and shared a selected engagements report detailing her activities since her last report to the Board. She noted the arrival of Governor Laura Crandall's new baby daughter Caroline and shared that former Governor Matthew W. Potter and his wife Jessica are expecting the arrival of their baby in the near future. Within her selected engagements report, President Thomas highlighted the St. Louis Regional Campaign Celebration Reception and Dinner, thanking several Board members for their attendance. She provided a projected enrollment report for the Fall 2017 semester, and she reported on the two recent consultant visits in the areas of institutional aid and human resources. Dr. Thomas extended an invitation to several upcoming events related to the beginning of the 2017 Fall Semester: Fall Opening Assembly, Ready-or-Not Faculty and Staff Appreciation Luncheon, and Truman's sesquicentennial Community Thank-You BBQ held in conjunction with A.T. Still University and the City of Kirksville as they celebrate their 125<sup>th</sup> and 175<sup>th</sup> anniversaries, respectively. President Thomas ended her report by sharing the agenda for the upcoming Strategic Planning and Assessment Workshop (SPAW) to be held on August 17-18.

Annual Athletics Report

Mike Bazemore, Associate Director of Athletics for Compliance and Operations, and Liz Jorn, Instructor in Health and Exercise Sciences and Faculty Athletics Representative, provided the annual report on athletics.

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Annual Staff Council Report

Jeremy Hopkins, Vice Chair of Staff Council and Coordinator of Testing, provided the annual report from Staff Council.

Financial Report

David Rector, Vice President for Administration, Finance and Planning, and Judy Mullins, Comptroller, provided a review as of June 30, 2017, of education and general revenues and expenditures and auxiliary systems revenues and expenditures and a review as of June 30, 2017, of the Truman State University Foundation revenues and expenditures.

Academic and Student Affairs Committee Report

Jennifer Kopp Dameron, Chair of the Academic and Student Affairs Committee, provided a report on the committee meeting held earlier in the day.

Budget and Capital Projects Committee Report

Susan Plassmeyer, Chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held earlier that day.

Construction Projects Report

Susan Plassmeyer provided an update on construction projects which have been approved by the Board at previous meetings.

Contracts for Construction Projects and Equipment Purchases Report

Susan Plassmeyer provided a report on construction projects and equipment purchases totaling \$25,000 to \$100,000 that had been approved since the last meeting of the Board.

<u>Project Name</u>	<u>Cost</u>
2017 Summer Concrete Sidewalk and Paving Project	\$38,402.00
Blanton-Nason-Brewer Basement Sewer Pipe Replacement Project	\$62,259.78

Construction Project – Missouri Hall Dining/Kitchen Project

Susan Plassmeyer moved the adoption of the following resolution:

BE IT RESOLVED that the President of the University, or her designee, be authorized to enter into a contract with Sodexo Operations, LLC for renovation of the Missouri Hall Dining/Kitchen Project at a cost not to exceed \$4.4 million; 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 Jennifer Kopp Dameron and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit A.

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Local Capital Budgets for Fiscal Year 2018

Susan Plassmeyer moved the adoption of the following resolution:

BE IT RESOLVED that the "Local State Funds Capital Budget – FY 2018" of \$562,000 and the proposed "Auxiliary Funds Capital Budget – FY 2018" of \$5,887,500 be approved and that copies of the budgets be attached to the minutes as exhibits.

The motion was seconded by Jim O'Donnell and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit B.

State Appropriation Request for Fiscal Year 2019

Susan Plassmeyer moved the adoption of the following resolution:

BE IT RESOLVED that the State Appropriation Request for Fiscal Year 2019 totaling \$45,526,152 be approved and ratified; and

BE IT FURTHER RESOLVED that a copy of the State Appropriation Request for Fiscal Year 2019, be attached to the minutes as an exhibit and that the President of the University be authorized to modify this request based upon input from the staff of the Coordinating Board for Higher Education, Office of Administration, and the Legislature as appropriate.

The motion was seconded by Jennifer Kopp Dameron and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit C.

Resolution Amending Chapter 17 of the Code of Policies of the Board of Governors Pertaining to the Department of Public Safety

Jennifer Kopp Dameron moved the adoption of the following resolution:

BE IT RESOLVED that Section 17.060, titled Law Enforcement Unit, Section 17.060.1, titled, Appointment of Police Officers, and Section 17.060.2, titled Authority of Police Officers, be amended in words and figures as appears in Attachment A. New language to be added appears in ***bold, underlined italics***. Language to be deleted appears in **[brackets and in bold type]**.

BE IT FURTHER RESOLVED that a copy of Attachment A be attached to the minutes as an exhibit

The motion was seconded by Susan Plassmeyer and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted, and the Secretary designated a copy of the document as Attachment A.

Agenda Items for Future Meetings

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

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Dates for Future Meetings

Jennifer Kopp Dameron moved the adoption of the following resolution:

BE IT RESOLVED that the next regular meeting of the Board of Governors be scheduled for Friday, October 13, 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, December 2, 2017;  
Saturday, February 3, 2018;  
Saturday, April 14, 2018;  
Saturday, June 16, 2018; and  
Saturday, August 4, 2018

The motion was seconded by Jim O'Donnell and carried by a unanimous vote of 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted.

Agenda Items for Closed Session

Susan Plassmeyer 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. 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"; and
3. Confidential communications with the General Counsel; and

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 4 to 0. Cheryl J. Cozette declared the motion to be duly adopted.

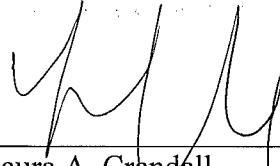
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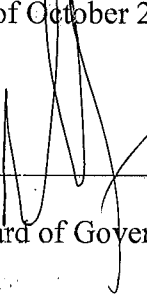
The closed session of the meeting began shortly after 2:30 p.m.



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Laura A. Crandall  
Secretary of the Board of Governors

I hereby certify that the foregoing minutes  
were approved by the Board of Governors  
on the 13<sup>th</sup> day of October 2017.



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Mike LaBeth  
Chair of the Board of Governors

YAC

**ITEM H.3****Construction Project – Missouri Hall Dining/Kitchen Project****DESCRIPTION AND BACKGROUND**

The Missouri Hall dining room and kitchen were not renovated when the majority of the building was updated in 2007. Much of the kitchen design and equipment dates from the original construction of Missouri Hall in 1964-65. This facility primarily serves the residents of Missouri Hall (capacity 481) and Blanton Nason Brewer (capacity 324).

The proposed project would be on an accelerated schedule starting with some exterior work in late spring 2018 with the remaining construction and equipment installation taking place from early May through early August 2018. An addition to the kitchen would be constructed on the east side to match the existing structure. Utility work will be required to bring natural gas service to the building and replace the existing sanitary sewer line which serves the kitchen. Air conditioning will be added to the kitchen and new food service equipment including ovens, stoves, walk-in coolers, and the dishwasher will be installed.

New options which will be available in the remodeled area include My Kitchen, which allows students to select ingredients and wait while they are cooked; a Vegetarian Concept, which offers a salad bar, healthy foods, and soups; a Pizza Station; a Theme Line, which offers traditional selections; and a Diner Concept, which offers slider burgers, monte cristo, fries, mac and cheese, and similar diner-style foods including breakfast varieties. Missouri Hall is also the venue for late night food options, with the dining area open 8:00 – 10:00 p.m. to serve students who have class or activity conflicts during the normal dinner schedule.

To meet a relatively aggressive construction schedule, a design/build project is proposed utilizing Sodexo as the general contractor. This process would be handled using the same approach as the renovation of the Mainstreet Market food court in the Student Union Building in 2016. Sodexo provides architectural and kitchen design services and utilizes engineering firms with previous experience on campus. As a design/build project, the contract is based on a maximum cost of work. Truman staff from Physical Plant and Campus Planning, as well as Residence Life, have assisted with the preliminary scope and design of the project to insure it meets campus construction standards and will provide a desirable dining facility for students.

Funds for this project are available from the Auxiliary Capital Improvements budget and also include payments from Sodexo under the terms of the food service contract. The total not-to-exceed cost is \$4.4 million, with 63% attributable to the Dining/Kitchen portion of the project and the balance utilized for needed infrastructure upgrades including the sanitary sewer line, water lines, hot water heater, and sprinkler system.

**RECOMMENDED ACTION**

BE IT RESOLVED that the President of the University, or her designee, be authorized to enter into a contract with Sodexo Operations, LLC for renovation of the Missouri Hall Dining/Kitchen Project at a cost not to exceed \$4.4 million; 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 \_\_\_\_\_

**LOCAL CAPITAL BUDGETS FOR FISCAL YEAR 2018**Local State Funds Capital Budget – FY 2018

The estimated FY 2017 carry-over funds and interest income from Education and General total \$562,000. These funds will be used for University needs and priorities that cannot be funded by Maintenance and Repair Funds or for which the M&R funds are inadequate. Included among these are utility and infrastructure improvements such as masonry and roofing repairs, storm drainage improvements, utility and infrastructure improvement, as well as HVAC system replacements.

Auxiliary Funds Capital Budget – FY 2018

For FY 2018 the primary funding source for the Auxiliary Funds Capital Budget is the operating carry-over from the auxiliary enterprises for FY 2017. This operating carry-over and auxiliary interest income total is \$5,887,500.

Funds from the Student Union Building (\$226,600) and Student Recreation Center (\$644,900) will be set aside for use in these facilities. Funds received through Sodexo for reinvestment (\$2,498,677) will be set aside for the Missouri Hall Dining/Kitchen Project. Surplus funds from the Residence Hall System totaling \$2,517,323 will be available for projects within the housing system including the demolition of Fair Apartments.

All proposed project expenditures will come before the Board of Governors following the usual procedures and will be subject to individual Board approval.



**TABLE 1**

Fiscal Year 2019 State Appropriation Request for Operating Funds	
Appropriation Base (Truly Agreed and Finally Passed )	\$41,742,526
New Requests for FY 2019	
Funding for Improved Outcomes (5%)	\$ 2,073,626
Mental Health Initiative	\$ 325,000
Cooperative Community College	\$ 275,000
Added Maintenance and Repair funds	<u>\$ 1,110,000</u>
Total New Requests	\$ 3,783,626
TOTAL FY19 FUNDING REQUEST (FY18 appropriation + new)	\$45,526,152

## TABLE 2

The state appropriations request for FY 2019 has two components, the Core Operating request based on FY 2018 actual appropriations, and the new requests for FY 2019. Requests beyond the core are typically referred to as Decision Items or New Investments.

1. Funding for Core Operations: State Request \$41,742,526  
The top priority for funding is to maintain the existing base level. These funds provide 45% of the Education and General budget for FY18, and are crucial to meeting the mission of the institution.
  
2. New Requests for FY 2019 \$ 3,783,626  
For FY19 the key request is for maintenance and repair of buildings.
  - A. Funding for Improved Outcomes \$ 2,073,626  
The funding for Improved Outcomes (Performance Funding) was developed in 2012 by the CBHE Performance Funding Task Force. It is designed to demonstrate success and reward outcomes with increased appropriations. The five performance funding measures selected by Truman are as follows:
    1. Freshman to Sophomore Retention Rate
    2. Six-year (150 percent times) Cohort Graduation Rate
    3. Improvements in assessments in the Major Field
    4. Percent of Total E&G Expenditures Expended on the Core Mission
    5. Increased Performance on High-Impact Practices as measured by the National Survey of Student Engagement (NSSE)

A sixth measure which involves placement rates is still in a pilot stage, and a committee appointed by the Missouri Department of Higher Education is currently working on refinements to the performance funding model. The increase requested in this category (\$2,073,626) represents 5% of the FY18 core appropriation.
  
  - B. Mental Health Initiative \$ 325,000  
Missouri and the Greater Midwest have a significant and continuing need for qualified mental health counselors. This request would provide funding for faculty and staff to support an accredited graduate program in mental health counseling.
  
  - C. Cooperative Community College Program Investments \$ 275,000  
Truman currently has a cooperative program with Moberly Area Community College (TruMACC) designed to make the transfer process more seamless for transfer students. This request would extend the program to additional community colleges and includes adding staff at these campuses to facilitate student success.

D. Maintenance and Repair: Protecting Investments \$ 1,110,000

Truman currently has over one-million square feet of state-funded buildings, and additional funds are requested for the upkeep of campus facilities. Based on projected FY 2018 building replacement costs (\$230,000,000) and the generally accepted standard of 2% of replacement costs, Truman needs \$4.6 million annually for maintenance and repair. When combined with the current budget (\$1,190,000) in this category, the requested additional \$1,110,000 of state funding for maintenance and repair would allow Truman to make progress toward meeting campus upkeep needs.



17.060. Law Enforcement Unit. The Department of Public Safety is designated as the law enforcement unit of the University "to protect persons, property, and to preserve peace and good order only in the public buildings, properties, grounds and other facilities and locations" owned by the University as provided in Section 174.700 RSMo, et seq. [House Bill No. 698, which was passed during the first regular session of the 87th General Assembly and approved by the governor on June 14, 1993.]

17.060.1. Appointment of Police Officers. The President of the University is authorized to designate a limited number of employees in the Department of Public Safety to serve as University police officers and to commission them as such officers upon their fulfillment of the training and experience requirements of Chapter 590 of the statutes for state peace officers. The police officers so appointed will be administered an oath of office and issued a certificate of appointment as provided in Section 174.700 RSMo. [House Bill No. 698.]

17.060.2. Authority of Police Officers. The University police officers will have the authority "to maintain order, preserve peace, and make arrests" with the same authority as other state peace officers. They also may "expel from the public buildings, campuses, and grounds" of the University any persons violating the policies of the Board of Governors or the policies, rules, or regulations issued by the President of the University, or his or her designees, under the authority of the Board.

Pursuant to the authority granted this Board by Sections 174.709 and 174.712, RSMo, the Board does hereby exercise its statutory authority to adopt regulations to promote public safety, health, and general welfare and to protect life and property. To this end, the Board of Governors hereby delegates to the President of the University this Board's authority to establish and promulgate such regulations as the President determines necessary and proper to achieve the statutorily approved purpose, all in accordance with the various statutes cited in this Code of Policies pertaining to the University's Law Enforcement Unit.

17.060.3. Supervision of Police Officers. The authority to control and supervise the police officers shall be vested in the President of the University. Unless the President, or his or her designee, elects to be directly involved in such supervision, then the "immediate charge, control and supervision" of the police officers will be delegated to the Director of Public Safety.

17.060.4 Mutual Aid. In accordance with Section 70.820 of the Revised Statutes of Missouri, all police officers for the University who have completed the basic police training program as promulgated by Chapter 590 of the Revised Statutes of Missouri shall have the authority to respond to an emergency situation outside the boundaries of said University and provide emergency assistance to the Kirksville Police Department and the Adair County Sheriff's Department.