SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS MEETING

May 13, 2011
1:30 p.m.

Douglas C. Greene Center for Innovation & Entrepreneurship, Room 112*

Open Session Agenda

ACTION ITEMS:
1. Consideration of Approval of Minutes for:
   Open Meeting of March 25, 2011
2. Consideration of Faculty Senate Bills
   A. Faculty Senate Bill 11-A-28, Amendment to Faculty Merit Pay Policy and Faculty Tenure and Promotion Policy
   B. Faculty Senate Bill 11-A-7, Revisions to the Academic Fresh Start Policy
   C. Faculty Senate Bill 11-A-9, Revisions to the Five-Year Calendar
   D. Faculty Senate Bill 11-A-12, Academic Distinction in the Department of the Major Policy
   E. Faculty Senate Bill 11-A-14, Revisions to the Jane Stephens Honor Program Policy
   F. Faculty Senate Bill 11-A-16, Revisions to the Academic Honesty Policy
3. Consideration of Approval of Incidental Fee Schedule Effective Fall 2011
4. Consideration of Approval of Academic Program Changes
   A. MS Organizational Management – New Program
   B. Biological and Medical Sciences Entrepreneurship – New Minor
   C. MS Nursing – Adult Health Clinical Nurse Specialist/Care Manager Option – Deletion of Option

CONSENT ITEMS:
4. Consideration of Conferring of Degrees for Spring 2011 and Summer 2011 Graduation
5. Consideration of Approval of Resolution of Honor for Steve Sweeney

REPORT ITEMS:
1. Report from Faculty Senate Chair
2. Report from Student Government Chair
3. Update on Schedule of Bond-Funded Capital Projects
5. President’s Report

Informational Items:
- Economic Impact of the Campus Improvement Projects, 2011-2015
- MDHE Approval of Bachelor of Science, Cybersecurity
ACTION ITEM:
1. Consideration of Motion for “Closed Session for Appropriate Considerations:”
   A. RSMo 610.021.1 -- pertaining to legal actions, causes of action or litigation
   B. RSMo 610.021.2 -- pertaining to lease, purchase or sale of real estate
   C. RSMo 610.021.3 -- pertaining to the hiring, firing, disciplining or promotion of personnel
   D. RSMo 610.021.14 -- pertaining to records which are protected from disclosure by law

ACTION ITEMS:
1. Reconvene Open Session
2. Announce Action Taken in Closed Session

ACTION ITEM:
1. Consideration of Motion to Adjourn
Subject to approval by the Board of Regents.

MINUTES OF THE OPEN SESSION
OF THE
SOUTHEAST MISSOURI STATE UNIVERSITY
BOARD OF REGENTS
HELD ON THE
TWENTY-FIFTH DAY OF MARCH 2011

The Board of Regents for Southeast Missouri State University met at 1:36 p.m. on Friday, March 25, 2011, in Robert A. Dempster Hall, Glenn Auditorium, on the campus of Southeast Missouri State University. A roll call was taken. Regents present were: Mr. Brad Bedell, President of the Board of Regents; Mr. Albert M. Spradling, Vice President of the Board of Regents; Mr. Reginald D. Dickson; Mr. Brian Kelly, Student Representative to the Board; Mr. James P. Limbaugh (via teleconference); Mr. Doyle L. Privett; and Mr. Daren K. Todd. Also present were: Dr. Kenneth W. Dobbins, President of Southeast Missouri State University; Mrs. Kathy Mangels, Board Treasurer; Mr. John Grimm, Legal Counsel; and Mrs. Deborah S. Fulton, Board Secretary. Board President Bedell presided.

CONSIDERATION OF APPROVAL OF MINUTES

A motion was made by Regent Dickson and seconded by Vice President Spradling to approve the minutes of the open meeting of December 8, 2010, and the open teleconference meeting of January 31, 2011. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

CONSIDERATION OF ROOM AND BOARD RATES FOR FY 12

Proposed FY12 Rental Rates for Non-Traditional Housing

President Dobbins asked Dr. Dennis Holt, Vice President for Enrollment Management and Student Success, to present the recommendation that the Board approve the FY12 rental rate proposal for non-traditional housing (Washington Street Apartments) to begin fall semester 2011 [Attachment B].

Rental rates for Washington Street apartments were increased by 3% for FY11. An increase equivalent to the CPI of 1.7% was requested for FY 12.
Proposed FY12 Residence Life Budget (Including Room and Board Rates)

An average room and board rate increase of 3.71% is requested for FY12 [Attachment B-1]. Last year, the approval rate increase was 2.93%. The proposed rate schedules for both residence halls and meal plans have been shared with relevant student groups for review and comment and were presented to the Board with their consent.

The average board rate change is 4.26% as compared with 3.03% last year. The proposed rate increase is consistent with the University/Chartwell’s dining contract and reflects actual and anticipated inflation in food prices for 2011-2012.

Average room rates have increased 3.37%. This reflects cost to continue including additional costs for maintenance and repair. Private room rates continue to be 1.5 times the rate of a double room.

Proposed Residence Life revenue and expenses for FY12 were presented in Attachment B-2. Projected expenses are $20,980,434 as compared with $19,673,286 in FY11. About half of this difference is accounted for by an additional $167,000 for electricity and water due to local rate increase and a final one-time payment of $503,000 for the performance contract. Increases of room rates in Towers North and West and in Myers from 5.61% to 5.71% bring rates for these halls into alignment with comparable accommodations.

A Residence Life Capital Improvement Plan was presented to the Board in Attachment B-3. Based on an audit of HVAC in group housing conducted in fall 2010, the air handling systems in Greek J & K will be replaced at a total cost of $2,008,678. Consequently, other planned projects have had to be deferred such as card access and renovations at Washington Street Apartments.

It was noted that private rooms will not be available on move-in day due to the estimated number of new freshmen who will need housing in the fall of 2011.

A motion was made by Regent Dickson and Regent Limbaugh to approve the FY12 rental rates for non-traditional housing (Washington Street Apartments) and the FY12 Residence Life budget proposal, including room and board rates, beginning fall semester 2011. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.
CONSIDERATION OF APPROVAL OF REVISED REFUND POLICY FOR INCIDENTAL, GENERAL AND COURSE FEES TO INCLUDE NEW WINTER INTERSESSION AND SUMMER TWELVE-WEEK SESSIONS

President Dobbins asked Ms. Kathy Mangels, Vice President for Finance and Administration, to present the recommendation that the Board approve the revised refund policy for Incidental, General and Course Fees to include the new winter intersession and summer twelve-week sessions [Attachment C].

The current refund policy for incidental, general, and course fees was approved by the Board of Regents on June 18, 2007. Courses are now offered during a winter intersession, which is considered part of the spring term, and a twelve-week session has been added to the summer term. The refund policy must be updated to include these additional periods of course offering.

The proposed policy is outlined in Attachment C-1. It is assumed that there will be little, if any, additional costs to the University.

A motion was made by Regent Spradling and Regent Privett to approve the revised refund policy for Incidental, General and Course Fees to include the new winter intersession and summer twelve-week sessions. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

CONSIDERATION OF APPROVAL OF RESOLUTION FOR THE SYSTEM FACILITIES REFUNDING REVENUE BONDS SERIES 2011

President Dobbins asked Vice President Mangels to present the recommendation that the Board approve the resolution for the System Facilities Refunding Revenue Bonds Series 2011 as presented in Attachment D.

Vice President Mangels reported that the University administration monitors market conditions for refunding opportunities for existing system facilities bonds, where changes in interest rates may result in annual debt service savings. The Series 2001 and 2002 bonds are eligible for current refunding. The Series 2001 bonds, which financed the construction of Vandiver Hall, has $24,890,000 in principal outstanding. The Series 2002 bonds, which financed the construction of the parking garage on Sprigg Street near the Towers complex and surface parking along Broadway and Pacific Street, has $5,615,000 in principal outstanding.

Members of the Board were provided with a schedule of the sources and uses of funds (Attachment D-1) for the proposed refunding bond issue. Interest rates on the outstanding bonds range from 4.25% to 5.15%. Current pricing on refunding bonds
reflects interest rates between 1.25% and 5.0%. Based on these rates, the University could recognize a reduction in their debt service payments of $58,000 to $67,000 annually over the remaining 21-year life of these bonds. The source of debt service payment for these bonds would continue to be parking decal and fine revenues from the parking and transit auxiliary and room and board revenues from the residence hall auxiliary.

In addition, the refinancing would release $2,370,000 of reserve funds previously required on the 2001 bond issue that could be used to fund needed HVAC improvements in Group Housing.

The Bond Resolution (Attachment D-2) officially authorizes and directs the issuance of the System Facilities Refunding Revenue Bonds, Series 2011, the proceeds of which shall be used to refinance the Series 2001 and 2002 bond and related issuance costs. The Resolution approves certain matters and documents related thereto including the Bond Purchase Contract, the Preliminary Official Statement, the Tax Letter of Instruction, and the Continuing Disclosure Statement. The Resolution reflecting finance pricing information was presented to the Board for their consideration prior to approval.

The bond underwriters were Edward Jones. The bond resolution was prepared by bond counsel from Gilmore & Bell and reviewed by University legal counsel.

A motion was made by Regent Privett and seconded by Vice President Spradling to approve the resolution for the System Facilities Refunding Revenue Bonds Series 2011. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

CONSIDERATION OF APPROVAL OF SCHEDULE OF MAJOR CAPITAL PROJECTS AND MAINTENANCE AND REPAIR ITEMS FOR FY12

President Dobbins asked Vice President Mangels to present the recommendation that the Board approve the schedule of major capital projects and maintenance and repair items for FY12 [Attachment E].

The schedule of capital and maintenance and repair projects presented in Attachment E-1 includes projects from local, state, federal and bond funding sources. State maintenance and repair dollars will be matched with local maintenance and repair dollars to complete annual repairs to elevators and the utility infrastructure. Backup generator power will be installed at the power plant and radio station with the use of federal grant funds.

Improvements to auxiliary maintained facilities include HVAC renovations at Group Housing and parking lot repairs along Henderson Street. The schedule also
includes the estimated portion of bond funds that will be spent in FY12 on Academic Hall renovations. Magill Hall renovations, the Power Plant boiler replacement, and deferred maintenance projects.

Discussion was held about the sale of bonds for capital projects and the positive economic impact to area contractors and the region. Regent Dickson asked about the percentage of contracts awarded to businesses owned by women and minorities. Vice President Mangels stated that she would provide this information to the Board.

A motion was made by Regent Spradling and seconded by Regent Privett to approve the schedule of major capital projects and maintenance and repair items for FY12. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

CONSIDERATION OF APPROVAL ACADEMIC PROGRAM CHANGES

President Dobbins asked Dr. Ron Rosati, Provost, to present the recommendation that the Board approve the following changes to academic programs [Attachment F 1-3]:

New Minor – Agriculture/Horticulture Entrepreneurship – Attachment F-1

The School of Polytechnic Studies and the Donald L. Harrison College of Business are proposing a new minor in Agriculture/Horticulture Entrepreneurship. There is increasing awareness that students graduating from agriculture and horticulture programs would benefit from knowledge of entrepreneurial processes and a more entrepreneurial mindset. This minor recognizes that many of Southeast’s agriculture and horticulture graduates eventually go into business for themselves; either through a start-up venture or through an ownership position in an existing small, locally based agriculture/horticulture firm. The implementation of this minor will complement the recently approved offering of undergraduate degrees in agriculture and horticulture on our regional campus. It is also likely that some students from other majors who have particular interest in agriculture or horticulture will be attracted to this minor. Creation of the minor does not require new course development nor are extra faculty resources required.

New Minor – Autism Studies – Attachment F-2

The Departments of Communication Disorders and Human Environmental Studies in the College of Health and Human Services and the Department of Elementary, Early, and Special Education in the College of Education are proposing a new minor in Autism Studies. This minor has been developed to promote interdisciplinary study in the areas of autism, language, and applied behavior analysis by providing a concentration of courses that would be useful to
students majoring in special education, communication disorders, child development, and early childhood, as well as a variety of other students with an interest in special populations.

New Program – Certificate of Healthcare Facilities Operations – Attachment F-3

The Department of Industrial & Engineering Technology is proposing a certificate in Healthcare Facilities Operations. This certificate is designed to prepare students with the ability to manage healthcare facility functions, understand compliance issues, and integrate technology in the management of materials and resources. This certificate also provides a pathway for students to obtain the Certified Healthcare Facilities Manager (CHFM) certification from the American Society of Healthcare Engineers (ASHE).

Currently, only two universities nationwide, Brigham Young University and Purdue University, offer programs to prepare facility managers for the healthcare industry. The demand locally and statewide could not be met by these two programs alone. The Department of Industrial Engineering Technology at Southeast worked closely with the Missouri Society for Healthcare Engineering (MOSHE), the Southern Illinois Chapter for Healthcare Engineering (SICHE), and the two local hospitals, Southeast Health and St. Francis Medical Center, in developing a certificate to address this need. Letters of support for this new program were provided by several health organizations.

Data from the Missouri Economic Research and Information Center (MERIC) show the healthcare industry ranks first among all other industries in Missouri for hiring healthcare facility managers, and they are projected to employ close to 138,000 in this field alone between 2008-2018. Over this ten-year period, the expected growth statewide is 8.7% with 9.7% growth expected in the southeast Missouri region.

A motion was made by Regent Privett and seconded by Regent Spradling to approve the above listed changes to academic programs [Attachment F 1-3]. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

REPORT ON CYBERSECURITY PROGRAM

President Dobbins reported that the Coordinating Board for Higher Education is expected to approve Southeast Missouri State University’s request for a new program in Cybersecurity. The University will hold a formal event to introduce this program to the campus and the region on April 5, 2011. Mr. James Lewis, from the Center for Strategic
and International Studies (CSIS) will provide the keynote address. Mr. Lewis was the Project Director for the “CSIS Commission on Cybersecurity for the 44th Presidency.”

CONSIDERATION OF APPROVAL OF DRAFT DIVISION I CERTIFICATION SELF-STUDY DOCUMENT FOR SUBMISSION TO THE NATIONAL COLLEGIATE ATHLETICS ASSOCIATION

President Dobbins presented the recommendation that the board approve the Draft Division I Certification Self-Study Document for submission to the National Collegiate Athletics Association [Attachment G]. President Dobbins asked Dr. Chris McGowan, Chair of the NCAA Self-Study Steering Committee and Dean of the College of Science and Mathematics, to provide an overview of the process.

The University is currently involved in Cycle 3 of the Division I Certification to the NCAA. The process began in spring 2010 with the appointment of the Self-Study Steering Committee. The self-study document requires responses for three major areas: Section 1, Governance and & Commitment to Rules Compliance; Section 2, Academic Integrity; and Section 3, Gender/Diversity/Student-Athlete Well-Being. A subcommittee was appointed for sections 1 and 2 and two subcommittees were formed to review Gender/Diversity and Student-Athlete Well-Being.

The Committees began work with a video-conference with the NCAA on September 23, 2010. The subcommittees gathered data during the fall 2010 semester and drafts of the Subcommittee Reports and Original Plans for Improvement were presented to and approved by the Steering Committee in March 2011. The subcommittee reports and plans for improvement have been reviewed by Administrative Council, the Athletics Committee and Faculty Senate. They have also been posted on the University website to allow for campus input. The complete self-study report can be viewed on the website at www.semo.edu/ncaa and the summary plans for each section were provided to the Board [Attachment G-1].

The Self-Study document must be submitted to the NCAA by April 23, 2011. However, minor changes may be made for clarification purchases prior to the submission to the NCAA. The University will receive feedback from the NCAA, and the process will culminate with a site visit from representatives of the NCAA on November 9-11, 2011.

The process involved many students, faculty, staff and community members, all of whom have devoted significant time and expertise to this process. A listing of the NCAA Self-Study Committee and Sub-Committee memberships was provided in Attachment G-2.
Members of the Board expressed appreciation to Dr. McGowan and the Self-Study Committee as well as the sub-committee chairs and members for their commitment of time and talent devoted to this process.

A motion was made by Regent Limbaugh and seconded by Regent Dickson to conditionally approve the Draft Division I Certification Self-Study Document for submission to the National Collegiate Athletics Association subject to any changes that would not alter the document in a significant manner. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

CONSIDERATION OF APPROVAL OF CONSENT AGENDA ITEMS

The following items [Attachments H-J] were presented as consent agenda items:

- Approval of Resolutions of Honor for Retirees, subject to the Faculty Senate approving the status of Emeritus Professor for Dr. Frederick T. Janzow [Attachment H]; and
- Approval of Resolutions of Honor for 2010 Southeast Football Team and Head Football Coach Tony Samuel [Attachment I];

Resolution of Honor for Tony Samuel, Head Football Coach

Members of the Board asked Coach Samuel to come forward and President Dobbins read his Resolution of Honor on behalf of the Board of Regents [Attachment I]. Coach Samuel led his football team to one of the best turnarounds in NCAA Football Championship Subdivision history. Coach Samuel and his Redhawks won their first Ohio Valley conference title and clinched their first-ever NCAA Playoff berth in the 104-year history of the football program. In addition, ten Redhawks received all-OVC honors, with a school-record eight players earning First-Team accolades, and Coach Samuel’s team won the 2010 OVC Sportsmanship Award – the first time in school history that the football team won that award. Coach Samuel was honored with the Eddie Robinson National Coach of the Year Award, the American Football Coaches Association Region 3 Coach of the Year Award, and the Roy Kidd Ohio Valley Conference Coach of the Year Award. The Board of Regents expressed their congratulations, and the framed resolution was presented to Coach Samuel and commemorative photographs were taken.

A motion was made by Regent Dickson and seconded by Regent Spradling to approve the Resolutions of Honor for Retirees, subject to the Faculty Senate approving Professor Emeritus status for Dr. Fred Janzow, the Resolution of Honor for the 2010 Southeast Football Team, and the Resolution of Honor for Head Football Coach Tony Samuel. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.
PRESIDENT’S REPORT

REPORT FROM STUDENT REPRESENTATIVE TO THE BOARD OF REGENTS

Mr. Brian Kelly, Student Representative to the Board of Regents, reported to the Board on his recent activities. Mr. Kelly stated that he had been working closely with Student Government on various issues. He also met with the Residence Hall Association to report on relevant matters from recent Board meetings. In addition, he was appointed by the Student Government President to serve on the Employee Recognition Award Committee, a process which he thoroughly enjoyed. Mr. Kelly also served as a judge for the Global Entrepreneurship Week competition for sustainability projects, and four individuals were selected to receive $1,000 awards. Two of the ideas are currently being implemented.

Mr. Kelly stated that he had the pleasure of participating in the Center for Strategic International Studies (CSIS) Seminar in Washington, D.C. during spring break in March. He commented that this seminar was a great experience and congratulated the University for providing this tremendous educational opportunity. It was also noted that Regent Doyle Privett participated in the seminar last year.

Mr. Kelly reported that he will graduate in May, but will pursue his graduate degree at Southeast Missouri State University and looks forward to continuing to serve as Student Representative to the Board of Regents.

REPORT ON “SOUTHEAST IN THE YEAR 2020” INITIATIVE

President Dobbins reported that higher education is at a pivotal point in our nation’s history. It appears that the “new normal” is how we cope each year with less funding while maintaining high standards and academic program quality. National budget deficits play a role in the funding of both higher education and in the amount of financial assistance awarded to our students. Technology is changing higher education on a daily basis. To study the trends in higher education and begin planning for the students of 2020, President Dobbins appointed an eight-member “Southeast in the Year 2020” Steering Committee chaired by Dr. William Eddleman. The steering committee has been meeting since January and after reviewing the 23 initiatives/trends suggested by Administration Council, they have divided the topics into five sub-committees. The co-chairs of these sub-committees will be asking University faculty and staff to participate in their deliberations. President Dobbins asked the Board to provide him with any input they might have for this process. Periodic reports will be provided to the Board concerning the work and progress of the Steering Committee and the sub-committees. Additional information was presented in Attachment J.
UPDATE ON BLANCING OF BUDGET

Governor Nixon’s proposed FY12 budget for higher education included a 7% reduction in appropriations, which equates to $3.23 million for Southeast Missouri State University. The efforts of the University’s Budget Review Committee (BRC) and the campus community over the last two years have resulted in $2,164,352 of expense reductions already identified for the FY12 budget. This includes $1,013,418 of divisional budget reductions from the 5% division reductions identified over FY11 and FY12, and $1,150,934 from employee benefits redesign approved by the Board at their October 2010 meeting.

The Governor has set a goal of keeping fees charged to all students at an increase of 5.0% or less. For Southeast, this would be an increase of $10.43 per credit hour for incidental and general fees combined. Because of the agreement with the Governor in FY11 in which institutions were allowed to approve but not charge the allowable CPI-U fee increase under Senate Bill 389, the University has $5.09 of approved incidental fees that are not currently being assessed to students. There is also $2.00 in general fees previously approved for the Aquatic Center, student activity fee and student athletic fee that was scheduled for implementation in FY10 and $5.00 in general fees for maintenance and repair scheduled for implementation in FY10, FY11, and FY12. Total incidental and general fees approved but not assessed are $12.09, which would be a 5.8% increase and exceeds the Governor’s goal. (A summary of Incidental and General Fees was presented in Attachment K.)

In addition, Senate Bill 389 allows for an incidental fee increase for FY12 up to 1.5% which equates to $3.16 per credit hour. The Budget Review Committee will have to make a recommendation on assessing fees for FY12, taking into consideration the Governor’s goal and the revenue needs to balance the budget. BRC will also consider revenue increases from Fall/Spring enrollment. BRC recommended, and the Board approved in October 2010, adding $540,000 to the revenue budget for increased enrollment from summer semester.

BRC is also considering costs to continue operations including utility increases and MOSERS retirement contribution increases, divisional request for enhancements, and employee group compensation requests. It is anticipated the BRC will make a recommendation to the President for balancing the FY12 general operating budget by April 30, 2011.

UPDATE ON BOND FUNDED CAPITAL PROJECTS

Ms. Kathy Mangels, Vice President for Finance and Administration, and Ms. Angela Meyer, Director of Facilities Management, presented an update to the Board of Regents on bond funded capital projects. President Dobbins stated that both Vice
President Mangels and Director Meyer have done an outstanding job of putting together the numerous and complicated pieces of these projects. [A copy of their PowerPoint presentation is provided in Exhibit A.]

REPORT ON ACADEMIC PROGRAM ITEMS

Members of the Board were provided with a report on Statewide Academic Program Review, Course Redesign, and Statewide Collaborations. [Detailed reports were presented in Attachment L.]

PROGRESS REPORT ON CONTRACTS AND FACILITIES MANAGEMENT PROJECTS

Members of the Board were provided with a progress report on contracts and Facilities Management projects in Attachment M. No questions were asked.

INFORMATIONAL REPORT ITEMS

Members of the Board were provided with additional informational report items as follows: University Highlights [Attachment N]; Report on Approval of Academic Program Changes by the Coordinating Board for Higher Education [Attachment O]; and 2011 Friends of Scouting (highlighting Southeast Missouri State University) [Attachment P].

CONSIDERATION OF MOTION TO RECESS THE OPEN MEETING AND GO INTO CLOSED SESSION

A motion was made by Regent Privett and seconded by Regent Dickson to go into closed session for consideration of the following:

A. RSMo 610.021.1 -- pertaining to legal actions, causes of action or litigation
B. RSMo 610.021.2 -- pertaining to lease, purchase or sale of real estate
C. RSMo 610.021.3 -- pertaining to the hiring, firing, disciplining or promotion of personnel
D. RSMo 610.021.14 -- pertaining to records which are protected from disclosure by law

A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.
The open meeting recessed at 3:40 p.m.

The open session reconvened at 4:41 p.m.

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

President Dobbins announced that, during the closed session, the Board approved routine faculty and non-faculty items.

MOTION TO ADJOURN THE MEETING

A motion was made by Regent Dickson and seconded by Regent Privett to adjourn the meeting. A roll call vote was taken. Voting in favor were: Bedell, Spradling, Dickson, Limbaugh, Privett, and Todd. The motion carried.

The open meeting was adjourned at 4:42 p.m.

______________________________
Deborah S. Fulton  
Secretary to the Board of Regents

APPROVED:

______________________________
Donald B. Bedell, President  
Board of Regents  
Southeast Missouri State University
BOARD OF REGENTS  
MOTION CONSIDERATION FORM  

May 13, 2011  
Open Session  

I. Motion to be Considered:  

Approve adoption of the proposed revision (Faculty Senate Bill 11-A-28) of the Rewards for Promotion and Post-Professorial Merit section of the faculty handbook (chapter 2, section F, subsection 11) which amends the current Faculty Merit Pay Policy (Bill 08-A-05) and Faculty Tenure and Promotion Policy (Bill 08-A-04).  

II. Background:  

On May 4, 2011 the Faculty Senate approved Faculty Senate Bill 11-A-28 which proposes an amendment to the current Faculty Merit Pay Policy and the Faculty Tenure and Promotion Policy. The proposed amendment to these current Faculty Handbook policies changes the funding source for promotions to Associate Professor and Professor from the faculty merit raise pool to the University’s annual cost of continuing as determined by the annual Budget Review Committee process. The current policies states that faculty merit salary increases will be funded by at least 75% of the total funds made available for faculty salary increase as determined by the budget review process. The amendment changes this percentage to at least 87.5%. Post-Professorial Merit increases will be funded at no more than 12.5% of the funds available for annual merit salary increases. The existing handbook language, proposed to be amended by the motion before you, reads “the base pay increases will be funded by a pool consisting of no more than 25% of the aggregate amount of each year’s faculty salary increase determined through the annual budget review process”. The Faculty Senate’s concern was that promotion to Associate Professor and Full Professor should be considered as a cost of continuing since it is the normal progression of faculty. However, the Post Professorial Merit is an outstanding process at Southeast and is an excellent motivator for full professors and is appropriately funded by all faculty. The Faculty Senate agreed to the use of 12.5% of salary increases for the funding source.

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FACULTY SENATE SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 11-A-28

Approved by the Faculty Senate May 4, 2011

Amendment to Faculty Merit Pay Policy and Faculty Tenure and Promotion Policy

BE IT RESOLVED THAT: the following modifications to the existing language of the Faculty Merit Pay Policy (Bill 08-A-05) and the Faculty Tenure and Promotion Policy (Bill 08-A-04) be made, except that if in FY 2012 the University receives a state budget appropriation equal to or less than 93% of that of FY 2011, then these amendments will go into effect for FY 2013.

1. The current language of the Faculty Merit Pay Policy (Bill 08-A-05) "...faculty will receive a salary increase funded by a pool consisting of at least 75 percent of the aggregate amount of each years' faculty salary increase determined through the annual budget review process", WILL BE REPLACED BY,

"...faculty will receive a salary increase funded by a pool consisting of at least 87.5 percent of the aggregate amount of each year's faculty salary increase determined through the annual budget review process. Promotions to Associate Professor and Professor shall be funded as a "cost of continuing," determined by the annual budget review process."

2. The current language of the Faculty Promotion and Tenure Policy (Bill 08-A-04) "The base pay increases will be funded by a pool consisting of no more than 25 percent of the aggregate amount of each year's faculty salary increase determined through the annual budget review process", WILL BE REPLACED BY,

"The base pay increases will be funded by a pool of monies included in the University's annual cost of continuing determined through the annual budget review process. Post-Professorial Merit increases will be funded by a pool consisting of no more than 12.5 percent of the aggregate amount of each year's faculty salary increase determined through the annual budget review process. If there is a year in which there is no faculty salary increase, contingencies will be made to fund Post-Professional Merit through the annual budget review process."

Approved by Faculty Senate
Date: May 4, 2011

Approved by the President
Date:

Approved by the Board of Regents
Date:
BOARD OF REGENTS
MOTION CONSIDERATION FORM

May 13, 2011

Open Session

I. Motion to be Considered:

Approve adoption of the proposed revision (Faculty Senate Bill 11-A-7) of the Academic Fresh Start Policy and the rescission of Chapter 5, Section E of the Faculty Handbook with implementation occurring after the procedures are agreed upon by the Faculty Senate and President.

II. Background:

The current Academic Fresh Start Policy was approved by the Board of Regents May 14, 1999. At their March 25, 2010 meeting, the Board of Regents directed President Dobbins, working with the Faculty Senate, to review the Faculty Handbook and recommend changes to ensure that the Faculty Handbook conforms to current Board policies and directives. At their December 8, 2010 meeting, the Board approved Faculty Senate Bill 10-A-13: Separation of Policy and Procedures, which divides policy statements in the Faculty Handbook from procedures for implementing those policies.

In response to the Board of Regents’ directives, the Faculty Senate is dividing current Handbook policy statements into separate policy statements and associated procedures for implementing those policies. On April 6, 2011, the Faculty Senate approved Faculty Senate Bill 11-A-7, proposing an amendment to the Academic Fresh Start Policy. The proposed amendment to the current Faculty Handbook policy separates the Academic Fresh Start Policy statement from procedures for granting a fresh start. No changes to the current policy statement text were made in the proposed document. The proposal only separates the policy text from operational procedures of Academic Fresh Start.

Attachment: Proposed new handbook policy language and draft handbook procedure language for the Academic Fresh Start Policy. The draft procedure section is attached for information purposes only.

Recommended By:

Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement

Chairperson
Dean
Academic Council
Provost
President

Board Action on:
Motion By:
Second By:
Vote: Yeas: Nays:

Postpone: 
Amend: 
Disapprove: 
Approve: 
Secretary: 
This attachment identifies the Faculty Handbook wording changes associated with the Board of Regents motion: “Approve adoption of the proposed revision (Faculty Senate Bill 11-A-7) of the Academic Fresh Start Policy (ch. 5, sect. E).”

PROPOSED NEW HANDBOOK POLICY LANGUAGE (ch. 5, sect. E)

Bill 11-A-7 starts here:

Academic Fresh Start

Policy

The Academic Fresh Start policy is an appeals procedure which allows a student returning to Southeast Missouri State University after a prolonged absence to request academic forgiveness of prior cumulative grade point average. The policy is designed for undergraduate students who have gained maturity outside higher education and have demonstrated acceptable academic performance following their return.

Note: Procedures do not need approval from the Board. Policy does not go into effect until the companion procedures are approved.
DRAFT NEW HANDBOOK PROCEDURE LANGUAGE

(This draft procedure section is attached for information purposes only. Implementation of the associated revised policy will occur after updates to the procedures are agreed upon.)

Bill 11-A-8 Procedures for Academic Fresh Start starts here:

Academic Fresh Start

Procedures

The granting of an Academic Fresh Start is subject to the following conditions:

1. Academic Fresh Start applies only to returning undergraduate students who had previously completed 30 or fewer semester hours and have had an absence of at least three calendar years from any post-secondary institution.

2. Academic Fresh Start will affect all courses (including transfer credit) taken prior to the three-year absence. It may be elected only one time and is irrevocable.

3. A minimum of 12 semester hours of graded courses with a grade point average of 2.0 must be completed after returning to Southeast before an Academic Fresh Start may be requested. For purposes of consideration for Academic Fresh Start, degree and non-degree credit courses will be used to compute grade point average. No requests will be considered after the student's first application for a baccalaureate degree.

4. The student must submit a written request to the Office of the Registrar. The request must have the written approval of the student's advisor or designee.

5. Upon the approval of the University Registrar, the student will be granted an Academic Fresh Start. The student's permanent academic record will remain a record of all coursework completed, including transfer credit recorded on the permanent academic record. Courses taken prior to the three-year absence will not be used in computing grade point average and CANNOT be used to meet any requirements (e.g., degree, prerequisite, certification).

Note: Academic Fresh Start is a policy of Southeast Missouri State University and may not be recognized by outside agencies or other institutions.
BOARD OF REGENTS
MOTION CONSIDERATION FORM

May 13, 2011

Open Session

I. Motion to be Considered:

Approve the adoption of the proposed Five-Year Academic Calendar for 2010-11 through 2014-15.

II. Background:

The Faculty Senate approved the attached Five-Year Academic Calendar per Faculty Senate Bill 11-A-9 on April 6, 2011.

Recommended By:

Student Government
Faculty Senate X
Administrative Council v
VP, Enroll. Man. & Stu. Suc. v
VP, Finance & Admin. v
VP, University Advancement v

Chairperson
Dean
Academic Council
Provost
President

Board Action on:
Motion By: ____________________________
Second By: ____________________________
Vote: Yeas: ______ Nays: ______

Postpone: ____________________________
Amend: ____________________________
Disapprove: ____________________________
Approve: ____________________________
Secretary: ____________________________
**FACULTY SENATE BILL 11-A-9**

Approved by the Faculty Senate
April 6, 2011

**REVISING OF FIVE YEAR ACADEMIC CALENDAR**

**THEREFORE BE IT RESOLVED:** the Five Year Academic Calendar be amended with the following proposed dates:

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Start of Classes</strong></td>
<td>Aug. 23</td>
<td>Aug. 22</td>
<td>Aug. 20</td>
<td>Aug. 26</td>
<td>Aug. 25</td>
</tr>
<tr>
<td><strong>Labor Day (no classes)</strong></td>
<td>Sept. 6</td>
<td>Sept. 5</td>
<td>Sept. 3</td>
<td>Sept. 2</td>
<td>Sept. 1</td>
</tr>
<tr>
<td><strong>Thanksgiving break</strong></td>
<td>Nov. 24-26</td>
<td>Nov. 23-25</td>
<td>Nov. 21-23</td>
<td>Nov. 27-29</td>
<td>Nov. 26-28</td>
</tr>
<tr>
<td><strong>Final Examinations</strong></td>
<td>Dec. 13-17</td>
<td>Dec. 12-16</td>
<td>Dec. 10-14</td>
<td>Dec. 16-20</td>
<td>Dec. 15-19</td>
</tr>
<tr>
<td><strong>Commencement</strong></td>
<td>Dec. 18</td>
<td>Dec. 17</td>
<td>Dec. 15</td>
<td>Dec. 21</td>
<td>Dec. 20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Second 8-week Term Begins</strong></td>
<td>Mar. 10</td>
<td>Mar. 8</td>
<td>Mar. 7</td>
<td>Mar. 13</td>
<td>Mar. 12</td>
</tr>
<tr>
<td><strong>Designated Holiday (no classes)</strong></td>
<td>Apr. 22</td>
<td>Apr. 6</td>
<td>Mar. 29</td>
<td>Apr. 18</td>
<td>Apr. 3</td>
</tr>
<tr>
<td><strong>Final Exams</strong></td>
<td>May 9-13</td>
<td>May 7-11</td>
<td>May 6-10</td>
<td>May 12-16</td>
<td>May 11-15</td>
</tr>
<tr>
<td><strong>Commencement</strong></td>
<td>May 14</td>
<td>May 12</td>
<td>May 11</td>
<td>May 17</td>
<td>May 16</td>
</tr>
<tr>
<td></td>
<td>2011</td>
<td>2012</td>
<td>2013</td>
<td>2014</td>
<td>2015</td>
</tr>
<tr>
<td>----------------------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td><strong>Start of 1&lt;sup&gt;st&lt;/sup&gt;, 1&lt;sup&gt;st&lt;/sup&gt; 6 and 12 week sessions</strong></td>
<td>May 17</td>
<td>May 15</td>
<td>May 14</td>
<td>May 20</td>
<td>May 19</td>
</tr>
<tr>
<td><strong>End of 1&lt;sup&gt;st&lt;/sup&gt; 4 week session</strong></td>
<td>June 10</td>
<td>June 8</td>
<td>June 7</td>
<td>June 13</td>
<td>June 12</td>
</tr>
<tr>
<td><strong>Start of 2&lt;sup&gt;nd&lt;/sup&gt; 4, 2&lt;sup&gt;nd&lt;/sup&gt; 6, and 8-week sessions</strong></td>
<td>June 14</td>
<td>June 12</td>
<td>June 11</td>
<td>June 17</td>
<td>June 16</td>
</tr>
<tr>
<td><strong>End of 1&lt;sup&gt;st&lt;/sup&gt; 6 week session</strong></td>
<td>June 24</td>
<td>June 22</td>
<td>June 21</td>
<td>June 27</td>
<td>June 26</td>
</tr>
<tr>
<td><strong>Start of 3&lt;sup&gt;rd&lt;/sup&gt; 6 week session</strong></td>
<td>June 28</td>
<td>June 26</td>
<td>June 25</td>
<td>June 30*</td>
<td>June 29*</td>
</tr>
<tr>
<td><strong>Independence Day (no classes)</strong></td>
<td>(Monday)</td>
<td>Wednesday</td>
<td>Thursday</td>
<td>Friday</td>
<td>Friday (observed)</td>
</tr>
<tr>
<td><strong>Independence Day make up†</strong></td>
<td>--------</td>
<td>July 2</td>
<td>July 1</td>
<td>June 30</td>
<td>June 29</td>
</tr>
<tr>
<td><strong>End of 2&lt;sup&gt;nd&lt;/sup&gt; 4 week session</strong></td>
<td>July 8</td>
<td>July 6</td>
<td>July 5</td>
<td>July 11</td>
<td>July 10</td>
</tr>
<tr>
<td><strong>Start of 3&lt;sup&gt;rd&lt;/sup&gt; 4 week session</strong></td>
<td>July 12</td>
<td>July 10</td>
<td>July 9</td>
<td>July 15</td>
<td>July 14</td>
</tr>
<tr>
<td><strong>End of 2&lt;sup&gt;nd&lt;/sup&gt; 6 week session</strong></td>
<td>July 22</td>
<td>July 20</td>
<td>July 19</td>
<td>July 25</td>
<td>July 24</td>
</tr>
<tr>
<td><strong>Final Exams for 3&lt;sup&gt;rd&lt;/sup&gt; 4, 3&lt;sup&gt;rd&lt;/sup&gt; 6, 8 and 12 week sessions</strong></td>
<td>Aug. 4-5</td>
<td>Aug. 2-3</td>
<td>Aug. 1-2</td>
<td>Aug. 7-8</td>
<td>Aug. 6-7</td>
</tr>
</tbody>
</table>

*Because of the 4<sup>th</sup> of July holiday and the need to make up classes, the session will begin on Monday for these two years rather than Tuesday.*

†*When the July 4th holiday is observed on a Tuesday, Wednesday, Thursday, or Friday, classes will be in session on Monday as indicated to compensate for the missed class day.*
BOARD OF REGENTS
MOTION CONSIDERATION FORM

May 13, 2011
Open Session

I. Motion to be Considered:

Approve adoption of the proposed revision (Faculty Senate Bill 11-A-12) of the current Academic Distinction in the Department of the Major Policy and the rescission of Chapter 3, Section F of the Faculty Handbook with implementation occurring after the procedures are agreed upon by the Faculty Senate and President.

II. Background:

At their March 25, 2010 meeting, the Board of Regents directed President Dobbins, working with the Faculty Senate, to review the Faculty Handbook and recommend changes to ensure that the Faculty Handbook conforms to current Board policies and directives. In response to the Board of Regents’ directives, the Faculty Senate is dividing current Handbook policy statements into separate policy statements and associated procedures for implementing those policies. On April 6, 2011, the Faculty Senate approved Faculty Senate Bill 11-A-12, proposing an amendment to the current Academic Distinction in the Department of the Major Policy, which was adopted May 5, 1992. The proposed amendment:

1. separates policy statements within the current Faculty Handbook policy from procedures to apply for and complete an academic distinction project,
2. changes the required membership of the student’s faculty supervisory committee from a minimum of five members to at least three degreed faculty and/or staff members, and
3. states that the student’s distinction project may not be used for any form of academic credit other than to satisfy the honors research (HN 499) requirement with the approval of the department chairperson and the director of the Jane Stephens Honors Program.

Attachment: Proposed new handbook policy language and draft handbook procedure language for the Academic Distinction in the Department of the Major Policy. The draft procedure section is attached for information purposes only.

Recommended By: 
Student Government  
Faculty Senate  
Administrative Council  
VP, Finance & Admin.  
VP, University Advancement

Chairperson  
Dean  
Academic Council  
Provost  
President

Board Action on: Postpone: 
Motion By: 
Second By: 
Vote: Yeas: Nays:
This attachment identifies the Faculty Handbook wording changes associated with the Board of Regents motion: “Approve adoption of the proposed revision (Faculty Senate Bill 11-A-12) of the current Academic Distinction in the Department of the Major Policy (ch. 3, sect. F).”

PROPOSED NEW HANDBOOK POLICY LANGUAGE (ch. 3, sect. F)

Bill 11-A-12 starts here:

Academic Distinction in the Department of the Major

Policy

Academic Distinction in the Department of the Major is earned by completing a scholarly paper or special project under the supervision of a committee of at least three (3) degreed faculty and/or staff members. The project may not be used to earn any other form of credit, except that it may be used to satisfy the honors research (HN 499) requirement with the approval of the department chair and the director of the Jane Stephens Honors Program. The steps detailed below must be followed, including deadlines. Failure to meet criteria and/or deadlines will disqualify the student from earning this honor.

Note: Procedures do not need approval from the Board. Policy does not go into effect until the companion procedures are approved.
DRAFT NEW HANDBOOK PROCEDURE LANGUAGE

(This draft procedure section is attached for information purposes only. Implementation of the associated revised policy will occur after updates to the procedures are agreed upon.)

Bill 11-A-13 Academic Distinction in the Department of the Major Procedures starts here:

**Academic Distinction in the Department of the Major**

**Procedure for Academic Distinction in the Department of the Major**

1. The student must first read the information in this handbook about Academic Distinction in the Department of the Major. When the student has a tentative topic, he or she will identify a member of the faculty in the major to serve as the proposed chair of the project.

2. The student completes the form “Application for Academic Distinction in the Department of the Major” available in the Registrar’s Office.

3. The Registrar’s Office determines whether the student meets minimum qualifications:
   a. Completion of a minimum of 75 degree hours
   b. Minimum grade point average of 3.25 in the major
   c. Minimum overall grade point average of 3.0
   d. The student must apply and complete steps 1-8 prior to the first day of classes in the student’s graduation or commencement semester, whichever is first.

   After evaluation of the student’s eligibility, the Registrar’s Office will forward a completed copy of the form to the proposed committee chair.

4. If the student meets the minimum qualifications, he or she, in consultation with proposed committee chair, will describe the proposed scope and nature of the project or paper, with a tentative thesis statement and the plan for completion. The proposal will be forwarded to the chair of the department of the student’s major.

5. Upon the chair’s approval, the student, committee chair, and department chair will develop a proposed committee member list numbering not less than two (2) faculty or staff members, in addition to the committee chair.
   a. If the project proposed is of an interdisciplinary nature, the committee shall include representative(s) from all disciplines.
   b. At least one member of the committee must not serve in the department of the major.
   c. Members who fulfill the requirements of Item a may also fulfill the requirements of Item b. For example: If the study involves effects of indigenous cultures on pre-school age children, and the student’s major is Child Development, a member of the Anthropology faculty could serve both as a representative of one of the disciplines and also as a member not in the department of the major.
of the Anthropology faculty could serve both as a representative of one of the disciplines and also as a member not in the department of the major.

d. The Chair of the student’s department of major shall serve as an ex-officio member of the committee, and shall not be considered one of the three required committee members.

6. Using the “Proposed Committee” form available in the Registrar’s Office, the proposed project and committee composition will be forwarded to the dean of the college housing the student’s major. The dean may:

   a. Approve the committee and project
   b. Disapprove the committee or the project or both
   c. Return the proposal for clarification

The dean’s office shall notify the student, department chair, committee chair, and Office of the Registrar of his or her decision, using copies of the “Proposed Committee” form. The Registrar’s Office shall review the composition of the committee to verify all criteria are met and notify the committee chair of the outcome.

7. Upon approval of the project and committee, the committee chair convenes a meeting of the committee. The chair of the department, as an ex-officio member, shall be invited, but not required, to attend.

8. The committee may choose any one of three actions:

   a. Approve the project as described
   b. Suggest amendments to the project
   c. Disqualify the project entirely

If the committee disqualifies the project, the rationale must be stated and reported to the dean of the college and the Registrar’s Office. Normal reasons for disqualification would include plagiarism or a project that does not require scholarly activity above and beyond normal classroom requirements. If the committee accepts the project, notification is provided to the department chair, dean of the college and the Registrar’s Office using the “Committee Action Report” form available in the Registrar’s Office.

9. The student will complete the project, distribute copies of written material associated with the project for review to all committee members, and meet again with the committee to provide an oral defense of the project. The department chair is invited, but not required, to attend the oral defense. Deadlines for completion and distribution of the finished project are: one calendar year after the committee’s initial meeting, or, if the student is graduating, as listed below:

<table>
<thead>
<tr>
<th>Graduation/Commencement</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>End, 8th week of the spring semester</td>
</tr>
</tbody>
</table>
Summer & participating in Spring Commencement End, 8th week of the spring semester

Summer & not participating in Spring Commencement Eight weeks before end of summer semester

Fall End, 8th week of the fall semester

10. Upon completion of oral defense, the committee may choose one of three actions:

   a. Accept project
   b. Reject project
   c. Return project to the student for revisions, which must be completed within two weeks.

The committee shall inform the department chair and dean of its actions, using the “Acceptance Page for Completion of Academic Distinction” available in the Registrar’s Office.

11. The department chair and dean will review the project and either reject it or accept it as completed. If accepted, the department chair and dean complete their portion of the “Acceptance Page for Completion of Academic Distinction” and forward copies of the form to the student, committee chair, and Registrar’s Office no later than six (6) weeks prior to commencement or end of the student’s last term of study, whichever is earlier.

12. Upon acceptance of the project at all levels, the student shall provide final copies of the project, including the acceptance page noted above, to each member of the committee and the department chair, in either printed or electronic form. The student shall also present to the Collections Librarian in Kent Library a copy of the project in electronic form. The deadline to accomplish this is six (6) weeks prior to commencement or end of the student’s last term of study, whichever is earlier.
BOARD OF REGENTS
MOTION CONSIDERATION FORM

May 13, 2011
Open Session

I. Motion to be Considered:

Approve adoption of the proposed revision (Faculty Senate Bill 11-A-14) of the *Honors Program Policy* and the rescission of Chapter 3, Section G of the Faculty Handbook with implementation occurring after the procedures are agreed upon by the Faculty Senate and President.

II. Background:

The current *Honors Program Policy* was adopted May 5, 1992. At their March 25, 2010 meeting, the Board of Regents directed President Dobbins, working with the Faculty Senate, to review the Faculty Handbook and recommend changes to ensure that the Faculty Handbook conforms to current Board policies and directives.

On April 6, 2011 the Faculty Senate approved Faculty Senate Bill 11-A-14, which updates the Faculty Handbook *Honors Program Policy* language as follows:

1. break apart associated policies from procedures, and
2. update the name of the program from the *Honors Program* to the *Jane Stephens Honors Program*, making the Faculty Handbook consistent with the name change approved by the Board at its December 17, 2009 meeting.

**Attachment:** proposed new handbook policy language and draft handbook procedure language for the *Jane Stephens Honors Program*. The draft procedure section is attached for information purposes only.

---

**Recommended By:**

Student Government  
Faculty Senate  
Administrative Council  
VP, Finance & Admin.  
VP, University Advancement

**Chairperson:** Dean  
**Academic Council:** Provost  
**President:**

---

**Board Action on:**

Motion By:  
Second By:  
Vote:  Yeas: ______  Nays: ______

**Postpone:**  
**Amend:**  
**Disapprove:**  
**Approve:**  
**Secretary:**
This attachment identifies the Faculty Handbook wording changes associated with the Board of Regents motion: “Approve adoption of the proposed revisions (Faculty Senate Bill 11-A-14) of the Honors Program Policy (ch. 3, sect. G) and the rescission of the current handbook language associated with this policy.”

PROPOSED NEW HANDBOOK POLICY LANGUAGE (ch. 3, sect. G)

Bill 11-A-14 starts here:

Jane Stephens Honors Program

Policy: Philosophy, Purposes, and Goals

By offering educational opportunities tailored to the special needs, aspirations, and motivations of students whose intellectual and creative abilities are outstanding, the Jane Stephens Honors Program underscores Southeast Missouri State University's commitment to quality and excellence in matters of knowledge, creativity, and leadership. The goals of the Stephens Honors Program reflect this basic commitment. These goals are:

1. To encourage an intellectual orientation by providing a model of academic endeavor which emphasizes analytical thought, insight into the methodologies of different disciplines, and cross-disciplinary synthesis.
2. To address the special needs of outstanding students by providing a center of identity for formulating personal goals, developing self-esteem, and increasing the desire for self-directed learning.
3. To contribute to the general advancement of learning by encouraging the active pursuit of academic goals, as exemplified by research, scholarly activity, and creative endeavor.
DRAFT NEW HANDBOOK PROCEDURE LANGUAGE

(This draft procedure section is attached for information purposes only. Implementation of the associated revised policy will occur after updates to the procedures are agreed upon.)

Bill 11-A-15 Jane Stephens Honors Program Procedures starts here:

Jane Stephens Honors Program

Procedure for Admissions to the Honors Program

Entering students are eligible for admission into the Jane Stephens Honors Program if they meet the following criteria: a cumulative high school grade point average of at least 3.4 on a 4.0 scale (or its equivalent) and an ACT composite test score of at least 25 (or its equivalent).

Students who do not meet the standards may be admitted to the program by petition if, at the end of at least 12 semester hours of college work, they have earned a cumulative grade point average of 3.25 or above.

Procedures for Program Completion

1. In order to remain in the program after admission, a student must 1) maintain a minimum grade point average of 3.25 and 2) maintain active involvement in the program. Falling below the required minimum cumulative GPA of 3.25 in any semester will cause the student to be placed on Honors probation. If at the end of the probationary semester the student's cumulative GPA is 3.25 or higher, he/she, will be returned to regular Honors status. If the cumulative GPA is still lower than 3.25 but the semester GPA is 3.25 or higher, the student will remain on Honors probationary status. If the semester GPA for a probationary semester is lower than 3.25, Honors status will be discontinued. A student may apply for readmission to the program if the cumulative GPA is raised to 3.25 or higher.

To maintain active involvement in the Stephens Honors Program, the student must meet the following rate of progress toward accumulating the 24 hours of Honors credit needed to complete the program:

<table>
<thead>
<tr>
<th>Honors hours completed at Southeast Missouri State University</th>
<th>Total hours completed at Southeast Missouri State University</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>30</td>
</tr>
<tr>
<td>9</td>
<td>60</td>
</tr>
<tr>
<td>18</td>
<td>90</td>
</tr>
</tbody>
</table>
Failure to meet these credit hour minimums will result in the student being placed on Honors probation. If the requisite number of Honors credits is accumulated by the end of the next semester, s/he will be returned to regular Honors status; otherwise, Honors status will be discontinued. A student may petition the Honors Council for an exemption from the criteria for active involvement if he/she was not able to meet those standards due to extenuating circumstances, or if he/she had significant involvement in Honors Program activities other than course work (e.g., serving on the Student Honors Council, presenting a paper at an Honors conference).

2. To complete the Honors Program, a student must:
   a. Earn a cumulative grade point average of 3.25 or above.
   b. Earn a minimum of 24 hours of Honors credit, including 6 hours at the 300- and/or 400- levels.
   c. Complete a senior level research project. This project must be approved by a member of the Honors Faculty, who serves as the supervisor of the project, and by the Director of the Honors Program.

3. Students who complete the Honors Program requirements will be recognized as follows:
   a. They will be designated Honors Scholars.
   b. They will be identified at both the Honors Convocation and the Commencement ceremony.
   c. They will receive a certificate noting their completion of the program, and a medallion to be worn at the commencement exercises.
   d. Notification of completion of the Honors Program requirement will be added to their academic transcript.

Procedures for Establishing Honors Curriculum

Honors Credit. Honors credit may be earned in two ways: (1) by taking specially designated Honors sections of courses in the University curriculum; (2) by contracting for Honors credit in non-Honors sections.

1. Honors Sections. Honors sections may be designated for any course in the University curriculum. This arrangement permits the creation of Honors sections in any lower-division course, whether or not it directly serves general education requirements, and in advanced upper-division courses, should sufficient demand arise. However, sections of courses in the University Studies curriculum should predominate. Honors sections will be designed and taught so as to contribute to the goals and objectives of the Honors Program; at the same time, they will meet the content requirements of their non-Honors counterparts. Credit by Contract. An individual Honors Student may contract with a member of the Honors Faculty to receive Honors credit in any course in the University curriculum. This arrangement permits students to earn Honors credit in courses which cannot support the creation of specially designated Honors sections (for example, independent study and research). The Honors contract will ensure that the student
undertakes independent work which satisfies the goals and objectives of the Honors Program; at the same time, it will ensure that the normal content requirements of the course are met. A maximum of 12 hours of Honors credit can be earned by contract. Students may petition the Honors Council for exemptions to these limits based on programmatic restrictions within their majors.

2. General Characteristics of the Honors Course. While meeting the defined objectives of their non-honors counterparts, honors courses are expected to emphasize creative and active learning, analysis and synthesis, and application of background knowledge. Particular attention is paid to student initiative, methodological awareness, depth of investigation, and diversity of learning resources. Student initiative is encouraged. There is less reliance upon drill, lecture, and textbook review, and greater reliance upon independent readings, class discussion, question and answer sessions, collective problems solving, and student conducted research. Methodological awareness is the nature of professional activity in the discipline, historical development of the discipline, and current issues and problems. Depth of investigation is found where material is covered in greater detail, where greater emphasis is placed in implications and underlying principles, and where intellectually more demanding issues and problems are discussed. Diversity of learning resources implies less reliance upon traditional textbook presentation of material, and greater reliance upon a variety of sources, including professional articles and books, books of current and historical interest, elected readings from periodicals, library resources, visiting faculty, and team teaching. Methods of student evaluation are expected to be consistent with the nature and intent of an Honors course as here defined.

3. The criteria used to evaluate students in Honors sections should be equivalent to the criteria used to evaluate students in non-Honors sections. Honors sections should be distinguished by the qualities described above rather than by the amount of work required or by the difficulty of attaining a given grade.

Procedures for Course Approval

1. It is not necessary to seek special course approval for Honors sections, since they are, indeed, sections of already approved courses. However, it is the responsibility of the department and college within which the Honors section is offered, and the Director of Honors, to ensure that the course design satisfies the requirements of an Honors course.

2. To earn Honors credit by contract, the student must provide a written description of the work to be done in addition to the regular course work. The proposed Honors work must be approved by the instructor, the appropriate chairperson and dean, and the Director of Honors. When the student completes the approved Honors work, the instructor notifies the Director of Honors; the Director of Honors notifies the Registrar; and Honors credit is duly indicated in the student's transcripts.

Procedures for Designating Honors Faculty

Honors courses are to be taught by members of the honors faculty. Honors faculty must have:

1. A doctorate or the appropriate terminal degree.
2. At least two years university-level teaching experience and a demonstrable record of excellence in teaching.
3. Recommendations from the appropriate chairperson and dean.

Administrative Procedures

Program oversight is provided by the Director of Honors. The Director of Honors reports to the Dean of the School of University Studies and acts on the advice of the Honors Council. The Honors Council will be composed of one representative from each college/school, an honors student representative, and the Director of Honors. College/school representatives will be selected by their respective college councils. The student representative is elected by honors students. The Director acts as chair of the Honors Council.

The Honors Program is expected to provide support services for students. Examples of student support services are orientation sessions, an honors student newsletter, an honors lounge or center, academic advising, and opportunities to attend regional and national honors meetings.
BOARD OF REGENTS  
MOTION CONSIDERATION FORM  

May 13, 2011  
Open Session  

I. Motion to be Considered:  

Approve adoption of the proposed revision (Faculty Senate Bill 11-A-16) of the Academic Honesty Policy and the rescission of Chapter 5, Section D of the Faculty Handbook with implementation occurring after the procedures are agreed upon by the Faculty Senate and President.  

II. Background:  

At their March 25, 2010 meeting, the Board of Regents directed President Dobbins, working with the Faculty Senate, to review the Faculty Handbook and recommend changes to ensure that the Faculty Handbook conforms to current Board policies and directives.  

On April 6, 2011 the Faculty Senate approved Faculty Senate Bill 11-A-16 which separates the current Faculty Handbook Academic Honesty Policy from procedures for adjudicating alleged violations of academic honesty. A single text change in the policy statement simply clarifies the sources of academic honesty principles by incorporating references to the Student Handbook, “The University Statement of Student Rights”, and the Undergraduate and Graduate Bulletins.  

Attachment: Proposed new handbook policy language and draft handbook procedure language for the Faculty Handbook Academic Honesty Policy section. The draft procedure section is attached for information purposes only. 

Recommended By:  
Student Government  
Faculty Senate  
Administrative Council  
VP, Finance & Admin.  
VP, University Advancement  

Chairperson  
Deans X  
Academic Council  
Provost  
President  

Board Action on:  
Motion By:  
Second By:  
Vote: Yeas: Nays:  

Postpone:  
Amend:  
Disapprove:  
Approve:  
Secretary:  
This attachment identifies the Faculty Handbook wording changes associated with the Board of Regents motion: “Approve adoption of the proposed revision (Faculty Senate Bill 11-A-16) of the Academic Honesty Policy (ch. 5, sect. D)”.

**PROPOSED NEW HANDBOOK POLICY LANGUAGE (ch. 5, sect. D)**

Bill 11-A-16 Academic Honesty Policy starts here:

**Academic Honesty**

**Policy:**

Academic honesty is one of the most important qualities influencing the character and vitality of an educational institution. Academic misconduct or dishonesty is inconsistent with membership in an academic community and cannot be accepted. Violations of academic honesty represent a serious breach of discipline and may be considered grounds for disciplinary action, including dismissal from the University.

Academic dishonesty is defined to include those acts, which would deceive, cheat, or defraud so as to promote or enhance one's scholastic record. Knowingly or actively assisting any person in the commission of the above-mentioned act is also academic dishonesty.

Students are responsible for upholding the principles of academic honesty in accordance with the “The University Statement of Student Rights” found in the Student Handbook and in accordance with "Academic Policy and Procedures" found in the Undergraduate or Graduate Bulletin. The University requires that all assignments submitted to faculty members by students be the work of the individual student submitting the work. An exception would be group projects assigned by the instructor; in this situation, the work must be that of the group. Academic dishonesty includes:

**Plagiarism:**

In speaking or writing, plagiarism is the act of passing someone else's work off as one's own. In addition, plagiarism is defined as using the essential style and manner of expression of a source as if it were one's own. If there is any doubt, the student should consult his or her instructor or any manual of term paper or report writing. Violations of academic honesty include:

1. Presenting the exact words of a source without quotation marks;
2. Using another student's computer source code, or algorithm, or copying a laboratory report; or
3. Presenting information, images, judgments, ideas, or facts summarized from a source without giving credit.
Cheating:

Cheating includes using or relying on the work of someone else in an inappropriate manner. It includes, but is not limited to, those activities where a student:

1. Obtains or attempts to obtain unauthorized knowledge of an examination's contents prior to the time of that examination;
2. Copies another student's work or intentionally allows others to copy assignments, examinations, source codes, or designs;
3. Works in a group when she or he has been told to work individually;
4. Uses unauthorized reference material during an examination; or
5. Has someone else take an examination or takes the examination for another.

General Responsibilities for Academic Honesty:

It is the University's responsibility to inform both students and faculty of their rights and responsibilities regarding such important matters as cheating and plagiarism. Most of what is considered unethical or dishonest behavior can be avoided if faculty and students clearly understand what constitutes such practices and their consequences. The University community should also be aware of the procedures to be followed should a breach of academic honesty occur.

The faculty member is responsible for clarifying to his or her classes those standards of honesty for class assignments or functions where such standards may be unclear or when such standards vary from the accepted norm. Further, some faculty may choose to utilize preventive measures (multiple exams, alternate seating, etc.) to help ensure the maintenance of academic honesty. However, the use of such measures is the prerogative of the individual faculty member and is not a responsibility or requirement of faculty in general.

The fundamental responsibility for the maintenance of honesty standards rests upon the student. It is the student's responsibility to be both familiar with the University policy on academic honesty and to uphold standards of academic honesty at all times and in all situations.

Note: Procedures do not need approval from the Board. Policy does not go into effect until the companion procedures are approved.
DRAFT NEW HANDBOOK PROCEDURE LANGUAGE

(This draft procedure section is attached for information purposes only. Implementation of the associated revised policy will occur after updates to the procedures are agreed upon.)

BILL 11-A-17 Academic Honesty Procedures start here:

Academic Honesty

Procedure for Adjudicating Alleged Violations of Academic Honesty:

Faculty members who discover evidence of academic dishonesty should contact the student within five business days of discovering the alleged dishonesty to arrange to meet and discuss the allegation. Prior to this meeting the faculty member may consult with the Department Chairperson, the appropriate Dean, and the Office of Judicial Affairs. The following sections describe the procedures to be adhered to in each of the listed instances: the student acknowledges the violation; the student denies the violation, and the appeals process. If the faculty member is the Department Chairperson, a departmental designee will assume the Department Chairperson's role in this protocol and references to the Department Chairperson should be read as departmental designee. The procedures below should be followed with online, ITV or face-to-face classes.

Informal Resolution When Student Acknowledges the Violation:

1. The faculty member will meet with the student suspected of engaging in academic dishonesty. Faculty for online courses will contact students via email with copies of the assignment under review attached.
2. If the student acknowledges the act of academic dishonesty, the faculty member will resolve the issue informally or move to the first step of the Procedure for Formal Resolution. Students enrolled in ITV or online courses who fail to respond to electronic correspondence from the faculty within five (5) business days will either receive academic sanctions or be referred for a formal hearing.
3. The faculty member has the discretion to determine the course of action after conferring with the student and may either excuse the student based on the facts or impose an appropriate sanction. If the faculty member considers the student's actions not to be an egregious violation of the academic honesty policy or his or her action resolves the matter, then the matter is resolved.
4. In imposing a sanction or sanctions, faculty members must adhere to the grade sanction policy, if any, as described in the faculty member's course syllabus. A faculty member's grade sanction policy may not include permanent removal of the student from the course or suspension or expulsion from the University.
5. If a faculty member's course syllabus does not include a grade sanction policy, a faculty member may impose one or more of the following sanctions: require the student to redo the work, fail the student on the work, or require the student to receive additional instruction as provided by the University Library, Writing Center, or other University resources.
Informal Resolution When Student Does Not Acknowledge the Violation or Does Not Accept Faculty's Sanctions:

1. If the student does not acknowledge the violation or believes the faculty's sanctions are excessive, he/she can request a formal hearing.
2. Upon requesting formal hearing the student will follow Procedure for Formal Resolution.

Formal Resolution When Student Acknowledges the Violation and Faculty Refers for Judicial Action:

1. Faculty member determines whether the violation warrants referral to the Department Chairperson for judicial action.
2. If the faculty member believes that the violation warrants judicial action, notification should be provided to the student and the faculty member's chairperson within five (5) business days following the initial faculty-student discussion.
3. The Department Chairperson shall submit written notification (utilizing the approved form) to the appropriate Dean and the Judicial Coordinator with a copy to the student, within five (5) business days of receiving the faculty notification.
4. Within five (5) business days after receiving notification from the Department Chairperson, the Judicial Coordinator will schedule a judicial conference to address the charge (assign sanctions) of academic dishonesty. The Judicial Coordinator will immediately initiate written contact with the student enrolled in online or ITV courses per electronic correspondence.
5. In addition to being required to complete the sanction or sanctions imposed by the faculty member in accordance with the guidelines in the Procedure for Informal Resolution When Student Acknowledges the Violation, the student will be placed on Disciplinary Probation at least through the next semester in which the student is enrolled at Southeast Missouri State University. If the student is not in good disciplinary standing, the Judicial Coordinator will follow the Code of Student Conduct to determine the appropriate disciplinary sanction.
6. In addition to the original faculty sanctions, the Chair can impose additional sanctions in accordance with the guidelines in the Procedure for Informal Resolution When Student Acknowledges the Violation.
7. The Department Chair may recommend failing the course, suspension or expulsion if he/she believes the incident warrants more severe action than Disciplinary Probation. These recommendations, along with supporting documentation, will be shared in writing with the appropriate Dean and Judicial Coordinator (with a copy to the Dean of Students).
8. The Judicial Coordinator will review documentation, meet with the student, and impose sanctions as warranted.

Formal Resolution When the Student Denies the Violation

In cases of alleged academic dishonesty where facts are disputed or denied by the student, the following procedures will be completed.

1. The faculty member will forward a written summary within five (5) business days of the initial discussion with the student to the department Chairperson. This summary must
contain copies of all relevant materials and the names of any witnesses. Student access to information about the alleged incident will be determined in accordance with the guidelines published in the “Code of Student Conduct” found in the Student Handbook.

2. Within five (5) business days after receiving the written summary of the incident from the faculty member, the Department Chairperson will contact the faculty member and the student to arrange a formal hearing. The formal hearing will be conducted within two weeks of notification. The Department Chairperson will also notify the Judicial Coordinator of the formal hearing as soon as it is scheduled.

3. For online or ITV courses, the Department Chairperson will notify the student of the formal hearing via email. The student will be given five (5) business days to respond to the Department Chairperson's notification.

4. The Judicial Coordinator will immediately initiate written contact with the student to review the student's rights in the judicial process, the allegations against the student, and the hearing procedures. The Judicial Coordinator will inform the student that he or she may select a person of the student's choosing to accompany him or her to the formal hearing. Such a person may act only in an advisory capacity during the formal hearing. Students in online or ITV courses may have this advisory person review the evidence and the student's response.

5. The Department Chairperson shall consult with the Judicial Coordinator or the Dean of Students regarding the student's due process rights before proceeding with the formal hearing.

6. The hearing will be conducted by the Department Chairperson in accordance with the standards provided in the University's “Code of Student Conduct” found in the Student Handbook. For students enrolled in online or ITV courses, the Department Chair will send the evidence to the student electronically. The student will be given five (5) business days to respond to the email. The Department Chair will review the evidence presented by the faculty and the student's response.

7. After the hearing (or review of evidence and online student response), the Department Chairperson will submit written notification of the result of the formal hearing to the appropriate Dean and the Judicial Coordinator with a copy to the student within five (5) business days.

8. If the student is found not in violation of the academic honesty policy, then the case will be dismissed.

9. If the student is found in violation of the academic honesty policy, then the student will be required to complete the sanction or sanctions imposed by the faculty member in accordance with the guidelines in the Procedure for Informal Resolution When Student Acknowledges the Violation.

10. The Department Chair will refer the student to the Judicial Coordinator who will place the student on disciplinary probation at least through the next semester in which the student is enrolled at Southeast Missouri State University. If the student is not in good disciplinary standing, the Judicial Coordinator will follow the Code of Student Conduct to determine the appropriate disciplinary sanction.

11. In addition to the original faculty sanctions, the Chair can impose additional sanctions in accordance with the guidelines in the Procedure for Informal Resolution When Student Acknowledges the Violation.

12. The Department Chair may recommend failing the course, suspension, dismissal or expulsion if he or she believes the incident warrants more severe action than disciplinary probation. These recommendations, along with supporting documentation, will be shared
in writing with the appropriate Dean and Judicial Coordinator (with a copy to Dean of Students).

13. The Judicial Coordinator will review documentation, meet with the student, and impose sanctions as warranted.

Appeals:

Either the student or the faculty member may appeal the result of the formal hearing.

1. An appeal must be made within five (5) business days after the decision is rendered.
2. Appeals must be in writing through e-mail, local mail or personal delivery.
3. There are two levels of the appeals process. The All University Judicial Board is the first level and the Provost is the second and final level of appeal.

The appeals process is not for retrying or rehearing a case. At each level, an appealed case merits being heard based on the following conditions.

1. An excessive sanction when compared with previous sanctions for similar violations under similar circumstances.*
2. The discovery of significant new information relevant to the case.
3. Procedural error regarding the student's rights involving error in the administration of judicial procedures by the faculty, Department Chair or Judicial Coordinator.

Decisions made during the appeals process can result in one of the following.

1. The sanction being altered based on a finding that the sanction is not consistent with past practice.
2. A new hearing being granted based on new information.
3. A new hearing being granted because the Protocol for Adjudicating Alleged Violations of Academic Honesty was not applied appropriately.

No grade penalty should be assigned by the faculty member until the judicial process determines that an act of academic dishonesty has occurred. If the charges cannot be resolved prior to the end of the current semester, a grade of 'I' should be assigned pending the outcome of the hearing. The 'I' will remain on the student's transcript until the charges are resolved. If the charges are still not resolved before the time frame for the 'I' expires, the faculty member will request from the Registrar's Office an extension of the grade of 'I'. The faculty member and the Department Chair will be notified of the outcome of the disciplinary case in order to assign a grade for the course. If the student is found not to be in violation of the Academic Honesty Policy, neither the faculty member nor any other member of the University community may take any other action against the student.

*Specific sanctions in syllabus are not subject to appeal.
I. Motion to be Considered:

Approve the proposed Incidental Fee Schedule in Attachment 4, including incidental fees for the main campus and the regional campuses, effective for Fall 2011.

II. Background:

The Budget Review Committee (BRC) is composed of 30 individuals who represent all major interest groups on campus. Based on the Board’s directive in March 2010, BRC has been deliberating on ways to meet an anticipated budget need of $20 million over the next five fiscal years (FY11 – FY15). This shortfall was estimated based on the assumption that state appropriations could be reduced by a total of 15% - 20% during this period, the university would have costs to continue normal operations which average $1.2 million per fiscal year, and the university would have to address salary needs for employees during this period.

The Governor recommended a 7% reduction in state appropriations for higher education for FY12, which equates to a $3.13 million reduction for Southeast. Due to the previous budget planning that the BRC and university started in FY10, there were revenue enhancements and expense reductions previously identified that could be used to offset the state appropriation reduction. This included $1,150,934 from employee benefit redesign and $540,000 increased enrollment revenue from summer course offerings, both of which were approved by the Board on October 22, 2010. In addition, the University

<table>
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<tr>
<th>Recommended By:</th>
<th>Chairperson</th>
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<td>Student Government</td>
<td>Dean</td>
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<td>Faculty Senate</td>
<td>Academic Council</td>
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<td>Administrative Council</td>
<td>Provost</td>
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<td>VP, Enroll. Man. &amp; Stu. Suc.</td>
<td>President</td>
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<td>VP, Finance &amp; Admin.</td>
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<td>VP, University Advancement</td>
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<th>Board Action</th>
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<tr>
<td>Motion By:</td>
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<td>Second By:</td>
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<tr>
<td>Vote:</td>
<td>Approve:</td>
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<td>Secretary:</td>
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had assessed a 5% reduction of operating budgets on all divisions to be identified over FY11 and FY12. A total of $1,829,919 of these identified budget reductions is available for the FY12 budget.

During the FY12 budget planning process, BRC was committed to keeping college affordable which had to be balanced with the university’s need to fund the cost of continuing institutional commitments and operating expenditures and faculty and staff compensation requests. Considering that university faculty and staff have not received a salary increase for two years, and the demands placed on personnel to continue university operations with reduced budgets, merit based salary increases were a priority for all groups represented on BRC.

The BRC Budget Worksheet in Attachment 1 outlines the factors considered and the committee’s recommendation to the President to meet expense obligations for the proposed FY12 budget which includes:

Revenues

1. ($3,131,146) reduction in state operating appropriations (based on House approved funding at the time of their deliberations).
2. $578,000 due to an increase in incidental fee revenue net of related expenditures (e.g. scholarships and fee waivers) from a $3.00 per credit hour fee increase assessed to residential undergraduate students.
3. $1,220,000 due to increased incidental fee revenue net of related expenditures from enrollment increases for the fall and spring semester (including winter intercession) based on current sustainable enrollments.

Expenses

1. $732,380 base funding for cost of continuing due to anticipated utility increases including purchased electrical service, state mandated increase to employee retirement contributions, increases in property insurance premiums, increase in the number of individuals eligible for MO Returning Heroes waiver and university expense for state intranet access due to decreased state support.

2. $49,400 base funding for an assistant director position in International Programming to better serve the university’s growing international student population.
3. $50,000 base funding for MAPP test fees which is a student assessment of critical thinking, writing, reading, math and other academic skills that is administered to all incoming freshmen and graduating seniors.

4. $59,331 base funding for a professional staff position in Web Design & Support to assist in the design and maintenance of the university’s 50,000+ existing web pages.

5. $75,000 base funding for the printing of the Magazine of Southeast Missouri State University. The magazine is currently published twice a year and has been previously funded by one-time dollars.

6. $1,184,542 base funding for performance based merit increases for faculty and staff. Administrative/professional staff would receive a 2.0% merit increase and clerical/technical/service staff would receive a 2.0% merit increase with a $450 minimum increase. In accordance with the current faculty handbook policy, faculty would receive a 1.5% base merit increase and the remaining 0.5% pool would be used to fund faculty promotions and post-professorial merit increases.

As an institution with a strong commitment to our mission of providing quality academic programs with reasonable access to students in our service region, we closely monitor how fee increases affect Southeast students. Attachment 2 shows Fall 2010 and planned Fall 2011 undergraduate incident and general fees at comparable institutions, including community college rates related to the regional campuses.

In accordance with Senate Bill 389, Southeast Missouri State University may only increase fees charged to all residential undergraduate students by the amount of the percentage increase in the consumer price index. For fiscal year 2011-2012, the allowable increase for Southeast, as determined by the Missouri Department of Higher Education, is $94.77 or $3.16 per credit hour. BRC recommended and Student Government approved that tuition be raised by a $3.16 fee increase on residential undergraduate fees, but that to keep fees affordable for students the total increase to incidental and general fees assessed to students not increase by more than 5.0%.

Since the SB389 limitation excludes any fees approved by a representative body of the student government, Attachment 3 shows the fees approved and assessed for Fall 2010 and proposed for Fall 2011. As background, the university has not increased incidental fees assessed to residential undergraduate students for the last two fiscal years. The Board did approve increasing incidental fees in FY11 by $5.00 per credit hour, which was the allowable CPI increase; however, this increase was not assessed to students. The amount of fees approved but not assessed to students has been recorded as a fee waiver in the university’s accounting records. As Attachment 3 details, the university would waive
$5.25 per credit hour of residential undergraduate incidental fees in FY12 if the Board accepts the BRC recommendation. These fees could be assessed in future years over and above the SB389 annual limitation.

As shown in Attachment 4, BRC recommends that the previously approved general fee increase totaling $7.00 per credit hour, incidental fees assessed to residential undergraduate students increase by only $3.00 per credit hour for a total increase of $10.00 per credit hour (4.79% increase).

Subsequent to the BRC deliberations, the funding for higher education (HB3) was sent to a conference committee as the Senate proposed a lower budget reduction than the House. A 1.0% change in Southeast’s state operating appropriations is approximately $447,000. Predicated on the final state appropriation reductions being less than the 7% estimate used by the BRC in their deliberations, the President is recommending the following changes to the BRC recommendations:

1. $195,058 added as a cost to continue expense to fund faculty promotions (assistant professor to associate professor $6,400; associate professor to professor $7,900, non-tenure track merit $1,250). Cost is based on the previous four year rolling average of actual promotion expenditures.
2. $47,969 to provide a merit pool for CTS and professional/administrative staff based on 12.5% of the total cost of a 2.0% base merit increase for these same employee groups.
3. $22,370 for a 2.0% salary increase pool for graduate assistants who currently receive a stipend of $7,600.

If the final state operating appropriation results in more dollars available than needed to fund the President’s recommendations outlined above, a portion of the remaining dollars would be used to provide additional institutional need-based financial aid to Southeast students.
## BUDGET REVIEW COMMITTEE
### BUDGET WORKSHEET FY2012

### SOURCES OF ADDITIONAL FY12 FUNDS:

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<tr>
<th>Source</th>
<th>ORIGINAL PROPOSAL</th>
<th>BUDGET REVIEW COMMITTEE RECOMMENDATIONS</th>
<th>PRESIDENT'S RECOMMENDATIONS</th>
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<tr>
<td></td>
<td>Base $</td>
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<tr>
<td>Appropriation Reductions - 7%</td>
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<tr>
<td>Benefits Redesign</td>
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<td>Summer Enrollment</td>
<td>540,000</td>
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<td>University Budget Reductions: 5% Reduction - FY 11 &amp; FY 12</td>
<td>1,829,919</td>
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<tr>
<td>Incidental Fee Increase</td>
<td>578,000</td>
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<tr>
<td>Enrollment Revenue Increase</td>
<td>1,220,000</td>
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<tr>
<td><strong>Total Estimated Sources</strong></td>
<td>$ 2,187,707</td>
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### ESTIMATED EXPENSES

- **Costs of Continuing:**
  - Utilities Increase: $561,000
  - Mosers Increase: $77,440
  - Property Insurance Premiums: $35,940
  - Increased Waivers - Returning Heroes: $30,000
  - Periodicals (3% Increase): -
  - MOREnet: $28,000

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<tr>
<th>Proposed Expenses</th>
<th>ORIGINAL PROPOSAL</th>
<th>BUDGET REVIEW COMMITTEE RECOMMENDATIONS</th>
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<tr>
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<td>Base $</td>
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<td><strong>Subtotal Proposed Expenses</strong></td>
<td>$ 282,547</td>
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### PROGRAM ENHANCEMENTS / REDUCTIONS:

- Student Government Recommendations: (none)
- Institutional Services Recommendations: (none)
- Academic Affairs Recommendations:
  - Assistant Director - International Programming: $49,400
  - MAPP Test Fees: $50,000
- Enrollment Mgt & Student Success Recommendations: (none)
- Finance & Administration Recommendations: (none)
- University Advancement Recommendations:
  - Professional staff position in Web Design & Support: $59,331
  - Magazine of Southeast Missouri State University: $75,000

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<th>Subtotal Program Enhancements/Reductions</th>
<th>ORIGINAL PROPOSAL</th>
<th>BUDGET REVIEW COMMITTEE RECOMMENDATIONS</th>
<th>PRESIDENT'S RECOMMENDATIONS</th>
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<td>Base $</td>
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<td>$ 233,731</td>
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### RECOMMENDED COMPENSATION INCREASES:

- **Faculty**
  - 2% increase: $670,622
  - 87.5% base merit: -
  - 12.5% post-professorial merit: -
- **Executive**
  - 2% increase: $49,516
- **Administrative/Professional**
  - 2% increase: $247,728
- **Clerical/Technical/Service**
  - 2% increase with $450 minimum: $136,022
- **Bargaining Unit**
  - 2% increase: $80,654
- **Graduate Assistant**
  - 2% increase: -

<table>
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<tr>
<th>Subtotal Recommended Compensation Increases</th>
<th>ORIGINAL PROPOSAL</th>
<th>BUDGET REVIEW COMMITTEE RECOMMENDATIONS</th>
<th>PRESIDENT'S RECOMMENDATIONS</th>
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<tr>
<td></td>
<td>Base $</td>
<td>One-Time</td>
<td>Base $</td>
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### TOTALS

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<td>$ 2,187,707</td>
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### DIFFERENCE

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<td>Degree Offered</td>
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<td>Fall 2011 (FY12)</td>
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<td>Per Hour</td>
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<tr>
<td>Columbia</td>
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<td>Out-of-State Institutions</td>
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<td>Arkansas State University</td>
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<td>Murray State University</td>
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<tr>
<td>Southern Illinois-Carbondale</td>
<td>C</td>
<td>243.00</td>
<td>3645.00</td>
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</table>

1. Amounts are based on contacts with the institutions or from the Internet Web Sites.
2. Highest Offering:  A. Beyond Master's But Less Than Doctorate  B. Master's  C. Doctorate
3. $5.09 increase booked but not implemented in FY11 - $189.89 per credit hour
4. General fees are capped at 7 credit hours
5. General fees are capped at 9 credit hours
6. 4.8% increase in tuition booked but not implemented in FY11 - $264.89 per credit hour
7. 2.7% increase in tuition booked but not implemented in FY11 - $163.42 per credit hour; tuition plateau for 12-17 credit hours
8. Tuition is capped at 15 credit hours, general fees are capped at 12 credit hours
### SUMMARY OF APPROVED INCIDENTAL AND GENERAL FEES
UNDERGRADUATE RESIDENT

<table>
<thead>
<tr>
<th></th>
<th>Fall 2010</th>
<th></th>
<th></th>
<th>Fall 2011</th>
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<td></td>
<td>and Assessed</td>
<td>but</td>
<td>Approved</td>
<td>Recommend</td>
<td>Recommend</td>
<td>Fee Waiver</td>
<td>Recommend</td>
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<tr>
<td></td>
<td></td>
<td>Not Assessed</td>
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<td>Assess</td>
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<td>Student Recreation Center &amp; Intramurals Fee</td>
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<tr>
<td>Aquatic Center Fee</td>
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<td>Student Activity Fee</td>
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<td>Student Health Fee</td>
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<td>Student Computing Fee</td>
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<td><strong>TOTAL GENERAL STUDENT FEES</strong></td>
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<td><strong>TOTAL INCIDENTAL AND GENERAL STUDENT FEES</strong></td>
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### SUMMARY OF PROPOSED INCIDENTAL AND GENERAL FEES
**EFFECTIVE FALL 2011 SEMESTER**

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<thead>
<tr>
<th></th>
<th>UNDERGRADUATE</th>
<th>GRADUATE&lt;sup&gt;1&lt;/sup&gt;</th>
<th>REGIONAL CAMPUSES&lt;sup&gt;2&lt;/sup&gt;</th>
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<td>PROPOSED FEES INCREASE</td>
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<td>$6.32 1.81%</td>
<td>$3.95 1.66%</td>
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<td>PREVIOUSLY APPROVED GENERAL FEE INCREASE</td>
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<td>Aquatic/Athletic/Student Programming (Previously approved by Student Senate &amp; Board of Regents)</td>
<td>$2.00</td>
<td>$2.00</td>
<td>$2.00</td>
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<td>Maintenance and Repair (Previously approved by Student Senate &amp; Board of Regents)</td>
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<td>TOTAL PROPOSED INCIDENTAL AND GENERAL STUDENT FEE</td>
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<td>TOTAL PROPOSED INCIDENTAL AND GENERAL STUDENT FEE REALIZED BY STUDENTS</td>
<td>$218.50 5.00%</td>
<td>$386.50</td>
<td>$272.00</td>
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**NOTES:**
1. Graduate fees for the joint Southeast - University of Missouri-Columbia PHD in Education will be at the rate established by the U of M - Columbia per our cooperative agreement.
2. Fees for upper division courses at the south regional campuses are the same as Cape campus fees.
3. General fee at south regional campuses include $8.50 for technology and maintenance and repair costs.
4. Fee waiver applied for rounding purposes.
BOARD OF REGENTS
MOTION CONSIDERATION FORM

May 13, 2011
Open Session

I. Motion to be Considered:

Recommend approval of the following changes to Academic Programs:

- New Program - Master of Science in Organizational Management – Attachment 1
- New Minor – Biological and Medical Sciences Entrepreneurship – Attachment 2
- Deletion of Option – Master of Science in Nursing – Adult Health Clinical Nurse Specialist/Care Manager Option – Attachment 3

II. Background:

New Program – Master of Science in Organizational Management

The Donald L. Harrison College of Business is proposing a new Master of Science degree in Organizational Management. The degree will fill a major educational need in the service area of Southeast Missouri State University that is currently not available in the state. This degree is especially well suited for individuals who do not have a major at the undergraduate level in business administration, yet are employed in positions with managerial responsibilities. The additional training in the area of management will allow them to better perform in their current position and advance to mid-level managerial positions. This degree focuses on management, and excludes the following areas of business: accounting, finance, marketing, economics, and management information systems. The Masters of Business Administration degree is intended for individuals seeking the upper levels of business administration and is currently available within the college for those that so select to have a program that would include such additional areas of business as stated above. There are also master degrees within the state with specialty areas like Industrial Management, Health Management, Media Management, Occupational Safety Management, etc. Students seeking employment in these related areas are encouraged to select the appropriate related masters degrees related to their interest area. The Masters in Organizational Management is intended for individuals who are currently in or are seeking a

Recommended By:

Student Government
Faculty Senate
Administrative Council
VP, Finance & Admin.
VP, University Advancement

Chairperson
Deans
Academic Council
Provost
President

Board Action on:
Motion By:
Second By:
Vote: Yeas: Nays:

Postpone:
Amend:
Disapprove:
Approve:
Secretary:
supervisory management level in retailing, services, and related business sectors.

The Harrison College of Business is well suited to provide such a proposed program because of the excellent faculty and facilities associated with the college. Almost all of the courses associated with the proposed program (except for one new additional course) are currently available and being offered within the college. There will be a need to offer additional sections of the course in order to meet the expected demand of a Master of Science in Organizational Management, as most of the courses in the proposed program are enrolled at capacity most semesters.

New Minor – Biological and Medical Sciences Entrepreneurship

The Department of Biology in the College of Science and Mathematics and the Department of Management and Marketing in the Donald L. Harrison College of Business are proposing a new minor in Biological and Medical Sciences Entrepreneurship.

There is increasing awareness that students graduating in the biological and medical sciences would benefit from knowledge of entrepreneurial processes and a more entrepreneurial mindset. This minor recognizes that many of our biological and medical sciences graduates find themselves involved with biotechnology start-up ventures or involved with existing biotechnology and medical-related firms through an ownership position in an existing small, developing company, related to their research program. It is also likely that some students from other areas who have particular interest in the sciences will be attracted to this minor. Creation of the minor does not require new course development nor are extra faculty resources required.

Deletion of Option – Master of Science in Nursing – Adult Health Clinical Nurse Specialist/Care Manager Option

The Department of Nursing in the College of Health and Human Services is proposing to delete the Adult Health Clinical Nurse Specialist/Care Manager option from the Master of Science in Nursing degree.

Historically, the Adult Health Clinical Nurse Specialist/Care Manager option has been offered every other year, alternating with the Nurse Educator option. Enrollment has varied from 4-6 students per cohort. Current requirements for preparation of this advanced practice role would require significant curricular revisions within the specialty courses to include additional content for graduates to implement this advanced practice role as currently defined by the Commission on Collegiate Nursing Education (CCNE), the American Association of Colleges of Nursing (AACN), and the National Association of Clinical Nurse Specialists. Clinical resources, as well as clinical preceptors who are practicing in the CNS role within the local area, are very limited. Finally, the low number of possible enrollees and the constraints on graduate class size during this economic recession further support the decision to delete this option from the MSN program.
1. New Program Proposal Form

Form NP

NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Southeast Missouri State University

Program Title: Master of Science in Organizational Management

Degree/Certificate: Masters of Science

Options: Organizational Management

Delivery Site(s): Harrison College of Business

CIP Classification (provide a CIP code): Management Science, General 52.1301

Implementation Date: Fall 2012

Cooperative Partners: 

Expected Date of First Graduation: Fall 2015

AUTHORIZATION

Ronald Rosati, Provost
Name/Title of Institutional Officer Signature Date

Gerald McDougall, Dean, College of Business 573-651-2112
Person to Contact for More Information Telephone
2. Need:

   A. Student Demand:

   i. Estimated enrollment each year for the first five years for full-time and part-time students

   **Form SE**
   **STUDENT ENROLLMENT PROJECTIONS**

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<th>Year</th>
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<th>2</th>
<th>3</th>
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<td>25</td>
<td>30</td>
<td>35</td>
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</table>

   ii. Will enrollment be capped in the future?

   Enrollment may be capped given current resource base.

   B. Market Demand:

   i. National, state, regional, or local assessment of labor need for citizens with these skills

   Recent survey data on Southeast Alumni suggest that 53% of those surveyed would be interested in a program of this type. Respondents were 173 Southeast graduates with non business majors from 1994 to 2004. The most common college/school represented was the College of Liberal Arts. Of the respondents, 90% were currently employed.

   A survey at the local Cape Area Personnel Association meeting of mostly Human Resource Managers (n=17) suggested they believed there was a regional need for a masters degree program in applied management designed for individuals who do not have an undergraduate degree in business. Of these respondents, 100% agreed with
this overall need, and 94% indicated such a degree would be of benefit to their organization. There were 53% of the respondents who indicated they could identify a good candidate within their organization for such degree. As a side note, 47% of the respondents indicated their organization had a tuition reimbursement program for individuals who wish to complete a graduate degree.

C. Societal Need:

In 2006 there were 323,421 individuals privately employed in non-farm employment in the 24 county service area of Southeast Missouri State University. This figure excludes government employment. About 10 percent of the above employment number are employed in manufacturing positions. Given a normal 10:1 supervisory ratio, there are potentially 32,300 individuals that could possibly benefit from a degree as included in this proposal.

D. Methods and data collection

1. Survey data from Southeast Alumni Services
2. Survey of Human Resource Professionals in Southeast Missouri
3. 2006 data from the U.S. Department of Commerce

3. Duplication and Collaboration:

No other Master of Science in Organizational Management programs were located in Missouri.

Does delivery of the program involve a collaborative effort with any external institution or organization? If yes, please complete Form CL.

No.
4. **Program Structure:**

   **Form PS**
   **PROGRAM STRUCTURE**

A. Total credits required for graduation: 30 credit hours

B. Residency requirements, if any: 

C. General education (total credits): n/a

   General education courses (specific courses OR distribution area and credits):

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<th>cr.</th>
<th>cr.</th>
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D. Major requirements (total 21 credit hours)

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<table>
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</table>

E. Free elective credits (sum of C, D, & E should equal A): 9 credit hours

F. Requirements for thesis, internship or other capstone experience: Applied Research Project

G. Any unique features such as interdepartmental cooperation: Cooperation with the Department of Psychology for delivery of prerequisite statistics course
5. Financial Projections (for public institutions only): Additional narrative may be added as needed. If more than one institution is providing support, please complete a separate form for each institution.

**Form FP**

**FINANCIAL PROJECTIONS**

1. Expenditures:
   A. One time:
      * New/renovated space
      * Equipment
      * Library
      * Consultants
      * Other

      | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
      |--------|--------|--------|--------|--------|
      |        |        |        |        |        |
      Total one time expenditures (A): 0 0 0 0 0

   B. Recurring:
      * Faculty
      * Staff
      * Benefits
      * Equipment
      * Library
      * Other

      | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
      |--------|--------|--------|--------|--------|
      |        |        |        |        |        |
      Total recurring expenditures (B): 

**TOTAL EXPENDITURES (A + B):**

2. Revenues:
   A. State Aid – CBHE*
   B. State Aid – DESE*
   C. Tuition/ Fees
      63,990  78,210  92,330  106,650  120,870
   D. Institutional Resources
   E. Other

**TOTAL REVENUES:** 63,990  78,210  92,330  106,650  120,870
6. Program Characteristics and Performance Goals: For collaborative programs, responsibility for program evaluation and assessment rests with the institution(s) granting the degree(s).

Form PG
PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name: Southeast Missouri State University

Program Name: Master of Science in Organizational Management

Date: SPRING 2011

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

Student Preparation
- Students with a bachelor’s degree.
- Undergraduate grade point average of 2.75 or higher on a 4.0 scale (overall or in last 60 hours)
- Three years of managerial experience involving multiple direct reports is required.
- 1-2 page purpose statement
- Submission of a GRE, GMAT, LSAT, or MCAT score

Faculty Characteristics
- Faculty within the Harrison College of Business will provide instruction for this program. The vast majority of the teaching will be by faculty with an emphasis in Management.
- It is anticipated that 100% of the instruction for the graduate courses for this program will be taught by full time faculty within the Harrison College of Business. Estimated percentage of credit hours that will be assigned to full-time faculty.

Enrollment Projections
- Student FTE majoring in program by the end of five years: FTE= 22.5
- Percent of full-time and part-time enrollment by the end of five years: Full Time = 12.5%; Part Time = 87.5%

Student and Program Outcomes
- Number of graduates per annum at three and five years after implementation: 3 Yr = 10; 5 Yr = 15
- Special skills specific to the program N/A
- Proportion of students who will achieve licensing, certification, or registration N/A
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used. N/A
- Placement rates in related fields, in other fields, unemployed: Placement Rate Related Field 90+%; Placement Rate Other Fields 10%
Program Accreditation

- Program will fall under the AACSBAccreditation requirements for the Harrison College of Business

Alumni and Employer Survey

- There will be surveys of students toward both the fall and spring terms requesting input related to satisfaction with multiple areas within the College that impact the quality of the program.
- There will be an annual survey of alumni of the program requesting their input related to quality measure associated with the program.

7. Accreditation: Program will fall under the AACSBAccreditation requirements for the Harrison College of Business

8. Institutional Characteristics: There is not another identified major public or private institution within the service area or state providing a degree like the Masters in Organizational Management. This degree is especially well suited for individuals who do not have a major at the undergraduate level in business administration, yet are employed in positions with managerial responsibilities. The additional training in the area of management will allow them to better perform in their current position and advance to mid-level managerial positions. This degree focuses on management. The following areas of business are excluded from the degree: accounting, finance, marketing, economics, and management information systems. The Masters of Business Administration degree is currently available within the college for those that so select to have a program that would include such additional areas of business as stated above. The Masters of Business Administration degree is intended for individuals seeking the upper levels of business administration. There are master degrees within the state with specialty areas like Industrial Management, Health Management, Media Management, Occupational Safety Management, etc. Students seeking employment in these related areas are encouraged to select the appropriate related masters degrees related to their interest area. The Masters in Organizational Management is intended for individuals who are currently in or are seeking a supervisory management level in retailing, services, and related business sectors.

The Harrison College of Business is well suited to provide such a proposed program because of the excellent faculty and facilities associated with the college. Almost all of the courses associated with the proposed program (except for one new additional course) are currently available and being offered within the college. There will be a need to offer additional sections of the course in order to meet the expected demand of a Master of Science in Organizational Management, as most of the courses in the proposed program are enrolled at capacity most semesters.

9. Any Other Relevant Information: This degree will fill a major educational need in the service area of Southeast Missouri State University that is currently not available in the state.
Masters of Science in Organizational Management (MSOM) (30 hours)

Department of Management & Marketing approved 11/12/08/ 4/15/09 (name change)
Harrison College of Business College Council approved 11/13/08
Graduate Council approved Fall term 2009

Minimum admissions requirements: A Bachelors degree with a GPA of 2.75 or above on a 4.0 scale (overall or in last 60 hours) or a Graduate degree with GPA of 3.0 or greater, at least 3 years of appropriate full-time post-bachelors work experience, current resume/vita including names and contact information of 3 professional/business references, 1-2 page purpose statement, and submission of a GRE, GMAT, LSAT, or MCAT score.

Prerequisite Courses:
MG301 Principles of Management (3 hrs)
PY271 Research Design and Analysis I (3 hrs) OR
PY571: Introductory Behavioral Statistics (3 hrs)

Required Courses:
(Group A 21 hours) Select all 7 Courses
BA600 Managing and Leading Human Capital (3 hrs)
BA620 Quantitative and Qualitative Research Methods in Business (3 hrs)
BA656 Applied Human Resource Management (3 hrs)
BA664 Organizational Leadership (3 hrs)
BA667 Liability Risks in Products and Services (3 hrs)
BA675 Applied Research Project (3 hrs) (Topic: Management) (18 grad hours completed)
MG550 Improving Team Performance (3 hrs)

(Group B 9 hours) Select 3 additional graduate courses in a management related area:
BA521 Topics in Entrepreneurship (3 hrs)
BA531 Imagination, Creativity and Innovation (3 hrs)
BA551 Managing and Growing New Ventures (3 hrs)
BA561 Business Planning for New Ventures (3 hrs)
BA641 Creating the Entrepreneurial Venture (3 hrs)
BA661 External Environment of Business (3 hrs)
BA662 Contemporary Issues in Business (3 hrs)
BA671 Business Topics Seminar (3 hrs)
MG526 Managing and Developing Talent (3 hrs)
MG546 Acquiring and Compensating Talent (3 hrs)
MG560 International Management (3 hrs)
MG566 Legal and Union Issues in Human Resources (3 hrs)

Note: Students will likely select 3 elective courses from Group B. Other courses, including those outside the College of Business, could be considered for inclusion in the program contingent upon the approval of the offering department and approval by the Director of Graduate Programs in Business.
PROPOSED MINOR

Department(s) of: Biology / Management & Marketing (New Fall 2011)

Title of Minor: Biological and Medical Sciences Entrepreneurship

Title of Degree: Minor in Biological and Medical Sciences Entrepreneurship

Goals and Objectives:
1. Goals: to learn skills necessary to integrate entrepreneurship into Biomedicine, Biopharma, or other Biological Science fields.
2. Objectives: To learn entrepreneurship practices as they apply to Biomedical, Biotechnology, Biopharma, or other Biological Science fields.
3. Competencies, Knowledge of skills to be achieved: Understand the process nature of entrepreneurship, including new venture creation and development. Develop entrepreneurial strategies and business plans to launch new ventures.
4. Structure of the Minor: This 18-hour minor will be co-delivered by the Harrison College of Business and the College of Science and Mathematics. The design is purposely flexible to allow students and their advisors to design programs that meet their specific needs. The minor may be chosen by students in Biology or in Business, but it may be of considerable interest to students in other majors.

Required Courses:
- BA361: Principles of Entrepreneurship (3)
- BA551: Managing and Growing a New Venture (3)
- BA561: Business Planning for New Ventures (3)

Prerequisites:
- 45 hours
- BA361

Elective Courses:
Select nine hours of directed electives approved by a Biology advisor from any BI, BO, BT, or ZO courses (9).

Total Credit Hours: 18
Form PC
PROGRAM CHANGE FORM

1. Submitted by: Southeast Missouri State University Master of Science in Nursing Program

2. Type of Program Change (Check those that apply):
   - Title change only
   - Combination program created out of closely allied existing programs
   - Option(s) added to existing program(s)
   - Addition of certificate program developed from approved existing parent degree
   - Addition of free-standing single-semester certificate program
   - Delete program(s)
   - Delete option(s)
   - Program placed on "Inactive Status" list

3. Indicate Program Change or Addition of Options:

<table>
<thead>
<tr>
<th>Before the Proposed Change</th>
<th>After the Proposed Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title of Old Program or Certificate Option</strong></td>
<td><strong>Degree</strong></td>
</tr>
<tr>
<td>Master of Science in Nursing Options:</td>
<td></td>
</tr>
<tr>
<td>- Adult Health Clinical Nurse Specialist/Care Manager</td>
<td>MSN</td>
</tr>
<tr>
<td>- Family Nurse Practitioner</td>
<td></td>
</tr>
<tr>
<td>- Nurse Educator</td>
<td></td>
</tr>
</tbody>
</table>

4. Attach a copy of the "before and after" curriculum, as applicable, and a rationale for the proposed change.

See Next Page

5. Intended date of program change, additional options, or "Inactive Status":

   August 2011 is the intended date for program change.

Month/Year

AUTHORIZATION

_Ronald Rosati/Provost_
Name/Title of Institutional Officer Signature Date

Marcia B. Hobbs, DNS, RN/Chairperson, Department of Nursing (573) 651-2585
Person to Contact for More Information Telephone Number
**CURRICULUM BEFORE CHANGE**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CR</th>
<th>LEC</th>
<th>CLIN credit hrs (clock hrs*)</th>
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<tbody>
<tr>
<td>NS600  Theoretical Foundations for Nursing Practice</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NS605  Advanced Nursing Concepts</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NS610  Public Policy and Issues in Health Care</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NS612  Nursing Legal &amp; Ethical Issues</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>NS620  Advanced Nursing Research Methods and Design</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>NS625  Advanced Pharmacology</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>NS628  Advanced Health Assessment</td>
<td>4</td>
<td>3.5</td>
<td>0.5 (45)</td>
</tr>
<tr>
<td>NS636  Advanced Pathophysiology &amp; Symptom Management</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NS642  Advanced Roles Seminar</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Capstone Requirement</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Adult Health Clinical Nurse Specialist/Care Manager (CNS) Option**

<table>
<thead>
<tr>
<th>COURSE</th>
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<th>LEC</th>
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</tr>
</thead>
<tbody>
<tr>
<td>NS633  Advanced Nursing Roles I: Care Management for Acute Care</td>
<td>4</td>
<td>3</td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS634  Advanced Nursing Roles II: Care Management for Chronic/Tertiary Care</td>
<td>4</td>
<td>3</td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS641  Internship</td>
<td>1</td>
<td></td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS653  Clinical Practicum Clinical Nurse Specialist/Care Management</td>
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<td>3 (270)</td>
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</tbody>
</table>

**Family Nurse Practitioner Option**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CR</th>
<th>LEC</th>
<th>CLIN credit hrs (clock hrs*)</th>
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</thead>
<tbody>
<tr>
<td>NS638  Primary Care I Family Health</td>
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<td>3</td>
<td></td>
</tr>
<tr>
<td>NS639  Primary Care I Family Health Clinical Practicum</td>
<td>2</td>
<td></td>
<td>2 (180)</td>
</tr>
<tr>
<td>NS648  Primary Care II Adult Health</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NS649  Primary Care II Adult Health Clinical Practicum</td>
<td>2</td>
<td></td>
<td>2 (180)</td>
</tr>
<tr>
<td>NS659  Primary Care III Clinical Role Practicum</td>
<td>4</td>
<td></td>
<td>4 (360)</td>
</tr>
</tbody>
</table>

**Nurse Educator Option**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CR</th>
<th>LEC</th>
<th>CLIN credit hrs (clock hrs*)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NS643  Advanced Nursing Roles I: Nurse Educator</td>
<td>4</td>
<td>3</td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS644  Advanced Nursing Roles II: Nurse Educator</td>
<td>4</td>
<td>3</td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS641  Internship</td>
<td>1</td>
<td></td>
<td>1 (90)</td>
</tr>
<tr>
<td>NS635  Nurse Educator Practicum</td>
<td>3</td>
<td></td>
<td>3 (270)</td>
</tr>
</tbody>
</table>

* MSN Program’s credit hour to clock hour ratio is 1 credit = 6 clock hours. Total clinical hours per semester are based upon a 15-week semester.


### CURRICULUM AFTER CHANGE

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<td>NS690 Theoretical Foundations for Nursing Practice</td>
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  Total clinical hours per semester are based upon a 15-week semester.

### Rationale for Proposed Change

Historically, the CNS option has been offered every other year, alternating with the Nurse Educator option. Enrollment in the CNS option has varied from 4-6 students per cohort. Current requirements for preparation of this advanced practice role would require significant curricular revisions within the specialty courses to include additional content for graduates to implement this advanced practice role as currently defined by the Commission on Collegiate Nursing Education (CCNE), the American Association of Colleges of Nursing (AACN), and the National Association of Clinical Nurse Specialists. Clinical resources, as well as clinical preceptors who are practicing in the CNS role within the local area, are very limited. Finally, the low number of possible enrollees and the constraints of the university policy on graduate class size during this economic recession further support the decision to delete this option from the MSN program.
I. Motion to be Considered:

Approve the conferring of degrees upon the candidates for Spring 2011 and Summer 2011 Graduation pending final verification of their completion of degree requirements.

II. Background:

The Missouri statutes empower the Board of Regents of each state college and university to confer degrees.
SOUTHEAST MISSOURI STATE UNIVERSITY
Spring and Summer 2011 Candidate List for Graduation

Donald L. Harrison College of Business

**BACHELOR OF SCIENCE**

**IN BUSINESS**

Matthew L. Conners
Oletha A. Cook
Brittany F. Cooper
Alaia D. Craven
Tadd D. James
Jam Mixamson
Matthew C. Jenkins
Christopher M. Kamper
Masanoo Kato
Rian K. Ketter
Brittany M. Kidd
Ellen K. Kirchdorfer
Benjamin J. Kln
Brittany L. Koch
Kendall W. Koch
Edward K. Kowalk
Juliette C. Krumm
Bryan L. Kujawa
Joseph D. Lambert
Justin R. Lammert
Kim N. Lammert
Ashley C. Leible
Nathan A. Litchfield
Sara M. Lohsbroh
Christopher A. Losenan
Matthew T. Ludwig
Mollie A. Madden
Stacey D. Manche
Cody L. Martin

**ADMINISTRATION**

Melissa A. Ahner
Tracey L. Alhardt
Sandra R. Anderson
Alexander E. Armbruster
Ashley D. Autry
Matthew B. Banocy
Adam S. Barnes
Alexandra A. Barron
Nicole Bauer
Christa M. Beck
Brett D. Becker
Raelyn J. Bell
Lyndia M. Blanke
Stephanie L. Bovdorfer
Evans H. Bray
Amber Y. Brewer
Angela M. Brown
Jennifer B. Burch
Ashley M. Burnette
Tyler A. Clubb
Martine M. Cohen
Kat J. Collier
Matthew J. Campa
Matthew L. Conners
Lotte A. Cook
Brittany F. Cooper
Alaia D. Craven
Tadd D. James
Jam Mixamson
Matthew C. Jenkins
Christopher M. Kamper
Masanoo Kato
Rian K. Ketter
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Sara M. Lohsbroh
Christopher A. Losenan
Matthew T. Ludwig
Mollie A. Madden
Stacey D. Manche
Cody L. Martin

**BACHELOR OF SCIENCE**

**IN EDUCATION**

Estrella Carmona
Megan N. Cartwright
Aimee E. Chidels
Amanda L. Christian
Toniya M. Clark
Andrea L. Coomer
Nichole A. Drury
Marcia D. Eggimann
Ashley A. Evans
Courtney A. Fallott
Cecily Hilgeman
Kara P. Finn
Susan M. Forshee
Lauren K. Garner
Lauren N. Genthon
Amanda L. Green
Terry E. Guethle, Jr.

**BACHELOR OF SCIENCE**

**IN COMMERCE**

Casey M. Blackwell
Lauren K. Boshenceitz
Julee K. Bohnenkerp
Angela D. Bolt
Ann L. Bolte
Eric Bonnell
Aris R. Bowden
Amanda F. Brischele
Jamie Q. Brown
Amanda C. Bruenderman
Robert C. Buckley
Regina L. Bullinger
Morgan R. Campbell
Sharla D. Campbell
Ashley J. Carlton
Ashley L. Charbonneau
Deanna M. Childers
Linda S. Church
Dylan T. Clark
Tammi K. Clubbs
Christopher J. Coin
Michael C. Colon
Vanessa K. Cousins
Robert M. Daniel
Kasey M. Deveaux
Otto J. Davis
Cynthia L. DesPres
Ethan A. Deuster
Ross M. Devereux
Shea T. Devins
Emily J. Dietz
Tiffany M. Dillon
Anthony M. Dohr
Scott W. Douglas
Brenda V. Douglass
Larry M. Edwards, Jr.

**BACHELOR OF SCIENCE**

**IN NURSES**

Mary C. Martin
Tana R. McKenzie
Shamone S. Mitchell
Shanna M. Moody
Dana N. Mulherin
Dannie E. Nagel
Ashley B. Newell
Alecia D. Nolen
Tiffany M. Ogden
Haather J. Phelps
Whitney Pohlan
Jessica L. Pollard
Jana R. Porch
Kasey L. Ray
Gina M. Rebeck
Chelsea M. Robinson
Amber F. Rose

**CERTIFICATE PROGRAM**

Jane E. Kurre

**College of Education**

Nolan S. Ryan
Lawrence G. Schwinger
Emily R. Schmelke
Patrick D. Shelton
Hillary L. Steams
Erin E. Steck
Steven L. Stroup
Jodeen M. Trux
Erie E. Tuley
Amber D. Walter
Amanda C. Wehde
Tomako R. Wells
Jennifer West
Rashall L. Westhoelter
Emily N. Williams
Christina G. Young

**College of Health and Human Services**

Renee S. Henry
Yuhei Hikasa
Clayton T. Hill
Paul C. Hinckley
Erie E. Hoelling
Tyler A. Hoffmann
Lucas M. Hollingsworth
Cassandra E. House
Chelsea L. Hubbard
Danielle N. Hueber
Kara Huyett
Janice R. Jensen
Arenda A. Johnson
Renee M. Johnson
Hillary R. Jordan
Claire M. Keaton
Alyce I. Kelly
Matthew D. Kelly
Michael A. Glastetter
Amanda E. Gohn
Alia S. Grigsby
Claire E. Grisham
Jennifer L. Gueldner
William L. Harris
Angelica J. Harvey
Rachel E. Hendrickson
Amanda R. Jacobs
Carlie M. Jones
Amanda F. Kitchen
Claire J. Kneer
Heldi N. Langston
Dianne A. Laurent
Jane C. LeBoeuf
Danielle R. Loss
Diane L. Marshall
Melinda J. McKinney
Devon C. Miller
Kelly R. Morano
Amanda M. Nabors
Matthew R. Nanney
Wendy Y. Raney
Julie N. Raleigh
Kelly L. Roberts
Mary B. Sanders
Deborah L. Stillman
Jennifer S. Smith
Amanda M. Spell
Meghan R. Tolley
Kaitlin R. Vetter
Caitlin M. Winder
Dawnette D. Zoellner

College of Liberal Arts

BACHELOR OF ARTS

John M. Berry
Brandon W. Bohn
Brice A. Boren
Andrew P. Broun
Eric J. Brown
Tyler D. Brown
Stephen C. Brownlee
Megan M. Campbell
Rhyen M. Campbell
Kurtis W. Cappel
Trant M. Cokley
John E. Connolly
Alicia D. Croughs
Ashleigh L. Day
Jeremy Dillon
Caitlin E. Edgar
Andrew Z. Ellis
Jennica M. Ernst
Kyle A. Fagan
Katherine Feeske
Megan R. Flieg
Christina N. Fox
Adam J. Glasteretter
Maura N. Gray
Melissa D. Grubbs
Katelyn Hansell
William L. Harris
Tamara R. Hastings
Ayano Hayata
David E. Hearnes
Sarah A. Hoffman
Keith H. Holland
Jesse P. Holloway
Kaycee L. Hughes
Brian P. Kelly
Lauren C. Kirkwood
Tracy Kiser

Ann Knopf
LaChrisia M. Lundsberg
Katharine E. Markey
Marlianna M. McIlhinney
Lauren A. McAninch
Drew H. McWilson
Ryan J. Mercier
Amanda M. Mayer
Cindy L. Moore
Kaila G. Moore
Geoffrey S. Ogden
Theresa A. Orlovsky
Alison G. Osburg
Jonathan M. Poston
Myrtle L. Pruitt
Caitlyn M. Read
Nicole L. Richard
Stephani N. Schuchart
Anthony E. Selvaggio
Alicia K. Shipman
Cory A. Simoncove
Joshua P. Smith
Roseanne M. Stapleton
Michael P. Strom II
Samantha R. Taylor
Apryl N. White
Jessica Wimbach
Ryne J. Woods
Khor M. Wright

BACHELOR OF FINE ARTS

Hannah M. Bagnall
Christiana C. Coffey
Chrsitine A. Guarino
Paul H. Edwards
Christine M. Frazier
Shawn E. Prenger
Thomas P. Shaner
Jennifer R. Stewart
Erika R. Struckhoff
Deborah A. Surface
Jared R. Swantner
Stephanie M. Swartz
Jessica M. Taubel
Sofina T. Vieque
Talia J. Thurman
Benjamin C. Tiller
Megan Tindall
Adrian R. Triska
Adam J. Turnbow
Daria A. Ustino
Yejinica Vagasky
Daniel R. Walters
Lindsay H. Wamble
Phillip Warren
Amanda C. Walsh
Elizabeth R. Wessels
Taylor A. Wexler
Meagan M. Westendorf
Brandon K. Williams
Lyntoria R. Williams
Aaron M. Winchester
Lois A. Winchester
Stephanie R. Winzenber
Natellie R. Wolfenhofer
Mandi M. Wood
Stephanie Waters
Rose Zanola
Stephanie L. Zescke

BACHELOR OF SCIENCE IN EDUCATION

Nick R. Baer
Amy L. Bickings
Robert A. Briley, Jr.
Donald M. Goodson, Jr.
Ashley M. Guest
Sarah E. Hill
Kristi D. Nickols
Josh J. Patricio
John D. Reech
Laura J. Thueman
Daniel G. Zull

BACHELOR OF SCIENCE IN FAMILY & CONSUMER SCIENCES EDUCATION

Stephanie L. Beattie
Kristen E. Courier
Amber L. King

BACHELOR OF SCIENCE IN NURSING

Rachelle L. Bennett
Chelsea A. Bequette
Katlie J. Bergfield
Janice C. Cook
Camili C. Corbin
Brandon Couch
Molly E. Cowdry
Wade T. Cramer
Ramona A. Crumley
Brittany Cummings
Joleean R. Duet
Kaitlin E. Edwards
Amara M. Essner
Jessica R. Fallet
Regina M. Frazier
Rene E. Frazier
Shelley A. French
Kristi M. Frick
Cody M. Gaither
Larissa M. Gambling

Alyssa B. Smith
Jeffrey R. Thomas
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Gilbert A. Flores  
Michael L. Frezelland  
Shane M. Gaelski  
Larissa L. Garling  
Ahmad F. Garamah  
Lauren K. Garner  
Justin M. Gastreich  
Katelyn M. Gerlach  
Michael A. Glastetter  
Tiffany D. Glastetter  
Brian M. Goddard  
Amanda E. Gohn  
Maura N. Gray  
Megan R. Green  
Lucas B. Greien  
Curtis L. Gruehabeur  
James M. Gualdern  
Terry E. Guethle, Jr.  
Janeen M. Hankinson  
Ayano Hayata  
Renee S. Henry  
Sarah E. Hill  
Danielle R. Hoffman  
Sarah A. Hoffmeister  
Geoffrey P. Huff  
Tasha D. James  
Patrick A. Jarvis  
Eric S. Johnson  
Rachel M. Khaled  
Christopher M. Kamper  
Claire M. Keaton  
Aaron S. Kerr  
Jacob W. Klenzit  
Amber L. King  
Tracy Kiser  
Ashley M. Koettler  
Kend Knauerwetter  
Heidi N. Langston  
Krit L. LaRue  
Jared I. Leandros  
Gina M. Rebeck  
Jamie D. Risch  
Rosaly L. Lunemann  
Angela M. Maddux  
Kathryn C. Manahan  
Mary C. Martin  
Sarah C. McDonald  
Travis S. McDonald  
Megan C. McMurphy  
Rachel M. McNeely  
Kaci L. McReynolds  
Timothy D. Miller  
Melissa J. Moceri  
Shanna M. Moody  
Helen M. Moore  
Jennifer A. Moore  
Jake D. Morgan  
Matthew R. Nanney  
Travis A. Nelson  
Aric D. Nelson  
Kristi D. Nickols  
Geoffrey S. Ogden  
Lindsay D. Payne  
Genny Pierre-Louis  
Tara W. Riddles  
Kasey L. Ray  
Jared L. Reando  
Sofina Thapa  
Austin D. Thrower
Laura J. Thurman  James J. Voelker  Taylor A. West  Tyler P. Willis  Natalie R. Wolfenkoehter
Keri J. Tochtrop  Amber D. Walter  Emilie N. Williams  Leah D. Winchester  Ryne J. Woods
Jodeen M. Trock  Theresa M. Ward  Lyntoria R. Williams  Caitlin M. Winder  James Yeatman

MAGNA CUM LAUDE - Baccalaureate students who achieve a cumulative grade point average between 3.75 and 3.89.

Alyssa B. Anderson  Amanda L. Cross  Jared M. Hornichs  Devan C. Miller  Ashley R. Stephens
Ayn E. Anderson  Ryan S. Crouse  Erin E. Hoeting  Cindy L. Moore  Steven L. Stroup
Erica L. Anderson  Ramona A. Crumley  Kaycee L. Hughes  Kayla G. Moore  Emily R. Stuppy
Nick R. Baer  DeAnna K. Deere  Janice R. Jansen  Amanda M. Nabor  Alexandra N. Thelison
Hannah M. Bagnall  Jolean R. Duer  Eileen L. Keeney  Amanda M. Nabor  Csby G. Tomlin
Michelle C. Baker  Emily J. Easter  David H. Marlin  Marquise D. Paine  Brittny N. Tomlinson
Stephanie L. Boxdorfer  Nicole E. Egelftcher  Kendall W. Koch  Jana R. Porsch  Jennifer J. Vega
Jason A. Boyd  Jacob A. Englaender  Emily C. Krumm  Caitlyn M. Reed  Kaitlin R. Vetter
Amanda F. Brischle  Kyla S. Estes  Jane C. LeBoeuf  Leigh A. Rhodes  Jessica S. Weatherly
Karla L. Brown  Courtney A. Fallert  Kelsey A. Loucks  Michaela A. Rohling  Amanda C. Welsh
Kenan A. Brown  Jessica R. Fallert  Stacey D. Manche  Jose Sanchez, Jr.  Rashall L. Westhoelter
Mary C. Brownee  Chance C. Franklin  Benjamin A. Martin  Emily Scherer  Nicole L. Wetherholt
Krista A. Buchheit  Kristl M. Frick  Christopher M. Martin  Emily R. Schmelze  Juliane R. Whithaus
Kristen E. Buescher  Alia S. Grigsky  Barbara J. Meraz  Daniel Schuenemeyer  Matthew W. Willmirth
Rhynon M. Campbell  Ashley M. Guest  Amanda M. Meyer  Kelly M. Shaner  Stephanie R. Winzenburger
Molly E. Cowdy  Kyle C. Gumienny  Timothy P. Miesner  Christy L. Smallmon

SUMMA CUM LAUDE - Baccalaureate students who achieve a cumulative grade point average of 3.9 or better.

Jacob D. Alexander  Lauren R. Dinan  Keith H. Holland  Corey D. Mauer  Maggie C. Smith
Daniel L. Barnes  Amanda M. Essner  Benjamin S. Hooce  Lauren A. McNamara  Kristie M. Sprague
Laura E. Berkbighler  Ashley D. Evans  Albert J. Horn  Gregory M. Meyer  Samantha R. Taylor
Carri L. Berry  Kristen E. Foster  Brittany N. Horner  Sarah N. Kapela  Alicia L. Thomure
Jeff Bingham  Veronicia A. Fuemmeler  Sarah N. Kapela  Ann Knoef  Jennifer L. Miller
Sara M. Birkemeier  Brianna N. Gaddie  Brian M. Knopp  Ericia M. Moore  Benjamin C. Tiller
Lauren M. Bodenschatz  Sarah B. Gilliland  Amy L. Kreher  Kory M. Mueller  Daniel D. Vandegrift
Michelle K. Bridges  Tanya Grapplerhau  Bryan L. Kujava  Darla J. Mangels  Christina R. Vitale
Jamie G. Brown  Rheanna L. Greer  LaChrista M. Landsberg  Theresa A. Orlovsky  Ashley L. Wieder
Stephen C. Brownee  Laurie B. Hanor  Danielle A. LaTrent  Thaddeus Rogers  Adam M. Weiser
Megan M. Campbell  Katelyn Hensell  Dustin M. Lorenz  Amy E. Romanskoe  Elizabeth R. Wessels
Morgan R. Campbell  Danielle N. Healy  Darla J. Mangels  Denise M. Schmidt  Whitney R. West
Emma R. Crosby  Jacqueline Heath  Diane L. Marshall  Jeff Schmidt  Stephanie R. Winzenburger
Dustin A. Davis  Danielle N. Hodges  Danielle N. Mattingly  Lisa A. Schurnbusch  handheld

ACADEMIC DISTINCTION IN THE DEPARTMENT OF THE MAJOR - Baccalaureate degree students who have earned a 3.0 grade point average overall, a 3.25 grade point average in the major, and have completed a special project.

Nora M. Johnson  Biology  Kelly M. Shaner  History  Brittny N. Tomlinson  Biology

HONORS SCHOLARS

Michelle C. Baker  Morgan R. Campbell  Sarah N. Kapela  Katherine T. Maynard  Alicia K. Shipman
Michael B. Bimberg  Nicole L. Egelftcher  Ann Knoef  Joseph O. Omokheyekpe  Samantha R. Taylor
Andrew P. Braun  Danielle N. Healy  Amy L. Kreher  ThaChrista M. Landsberg  Alicia L. Thomure
Krista A. Buchheit  Jacqueline Heath  Bryan L. Kujava  Dustin M. Lorenz  Brittny N. Tomlinson
Kristen E. Buescher  Sarah E. Hill  LaChrista M. Landsberg  Matthew M. Lorezen  Ashley L. Wieder
Megan M. Campbell  Keith H. Holland  Danielle N. Mattingly  Kelly M. Shaner  Stephanie R. Winzenburger

ACADEMIC DISTINCTION IN GRADUATE STUDIES

James Arnold  Alec J. Ernst  Randee M. Kaiser  Jeremy O'Brien  Anna K. Thies
Amanda N. Barton  Jerry R. Estes  Abbi G. Karcher  Jody L. Petzoldt  Miranda B. Thurman
Carie B. Boswell  Julie A. Fraser  Andrea M. Kellarman  Jeffrey D. Pruellage  Josh M. Tomlin
Chris B. Bourn  Deron G. Gibson  Katherine E. Kipp  Rick A. Rainwater  Ronald J. Tucker
James R. Brandt  Theola M. Gibson  Keerthi P. Kovuri  Lamorte W. Ratcliff  Joan L. Tyler
Brandi G. Brocks  Nicki J. Cogar  Joshua Lester  Susan L. Rees  Sarah A. Waggoner
Emily A. Brune  Deborah A. Harper  Kristine A. Loenenneke  Jonathan M. Robards  Gary M. Walter
Stacey D. Burge  Kristl L. Hays  Matthew K. Long  Sarah E. Schafer  Robyn L. Ward
Jessica M. Cinco  Michael A. Heath  Anthony G. Longman  John S. Schell  Matthew R. Williams
Gail E. Daugherthy  Susan M. Hagan  Anna C. Majors  David P. Schmitz  Matthew R. Womart
Laura C. Davis  Gary Horton  Sabrina E. Malone  John S. Schell  Jeffrey M. Zarfias
Jennifer A. Dimam  Ashley N. Johnson  Alison L. Mccullough  Jarod K. Shumaker  Jeffrey M. Zarfias
Sarah J. Dix  Benjamin J. Johnson  Rhonda F. McClanahan  Lindsay B. Miller  Roxanne M. Simmons
Shelly R. Dohouge  Kim H. Jung  Nancy T. Mueller

*4.0 Grade Point Average
PHI KAPPA PHI

The Honor Society of Phi Kappa Phi is an international honor society for academic distinction that recognizes outstanding academic achievement in all disciplines. The charter is only extended to colleges and universities meeting the society's rigorous standards. The society is open to men and women in all academic fields who have demonstrated excellence of scholarship and integrity of character. Graduating seniors who rank in the upper 10 percent of their class and have a grade point average (GPA) of at least 3.75 on a four-point scale; juniors who rank in the upper five percent of their class and have at least 3.85 GPA; and graduate students who are near graduation, have a graduate studies of at least 3.9 and have an outstanding undergraduate record are eligible for consideration.

Alyssa B. Anderson
Hannah M. Bagnall
Daniel L. Barnes
Laura E. Berkbilger
Sara M. Birkemeier
Lauren M. Bodenschatz
Michelle K. Bridges
Amanda F. Brischle
Brandi O. Brooks
Jamie G. Brown
Kenan A. Brown
Mary C. Brownlee
Kris A. Buchheit
Kristen E. Buescher
Megan M. Campbell
Morgan R. Campbell
Molly E. Cowdry
Amanda L. Cross
DeAnna K. Deere
Charlotte C. DeWitt
Lauren R. Dinan
Jolean R. Duer
Amanda M. Essner
Courtney A. Fallert
Jessica R. Fallert
Kristen E. Foster
Sarah B. Gilliland
Tanya Grapperhaus
Alia S. Grigsby
Laurie B. Hanor
Danielle N. Healy
Danielle N. Hedges
Jarod M. Hanlick
Erik E. Hoisting
Keith H. Holland
Benjamin S. Hooe
Albert J. Horn
Hannah R. Jorkerst
Abbi G. Karcher
Eileen L. Keeney
Elizabeth A. Kiefer
Ann Knopf
Amy L. Kreher
Bryan L. Kujawa
LaChrista M. Landsberg
Danielle A. Laurent
Kristine A. Loenneke
Kelsey A. Loucks
Christopher M. Martin
Danielle N. Mottingly
Laura A. Fudemmelor
Sarah A. Gambling
Nancy R. Gray
Kristi L. Gueldner
Janeen M. Henlick
Brittany Harpool
William L. Harris
Danielle N. Healy
Lindsay M. Heisner
Jared M. Henrichs
Danielle R. Hoffman
Keith H. Holland
Megan E. Holst
Devon C. Miller
Jennifer L. Miller
Erica M. Moore
Kory M. Mueller
Amanda M. Nabors
Theresa A. Orlovsky
Stephanie N. Payne
Jessica L. Pollard
Caitlyn M. Read
Thaddeus Rogers
Michaela A. Rohlwing
Emily Scherer
Denise M. Schmidt
David P. Schmitz
Lisa A. Schurubusch
Maggie C. Smith
Kristol M. Sprague
Emily R. Stuppy
Samantha R. Taylor
Alexandra N. Theisen
Alicia L. Thomure
Benjamin C. Tiller
Osby G. Tomlin
Brittany N. Tomlinson
Jennifer J. Vega
Theresa M. Ward
Jessica S. Weatherly
Ashley L. Weder
Whitney B. West
Nico L. Wetherolt
Leah D. Winchester
Stephanie R. Winzenburger

OMICRON DELTA KAPPA

The Omicron Delta Kappa Society is a national leadership honor society for college students, faculty, staff, administrators, and alumni that recognizes and encourages superior scholarship, leadership, and exemplary character. The founders formulated the idea that leadership of exceptional quality and versatility in college should be recognized, that representatives in all phases of college life should cooperate in worthwhile endeavors, and that outstanding students, faculty, and administrators should meet on a basis of mutual interest, understanding and helpfulness. ODK was the first college honor society of a national scope to give recognition and honor for meritorious leadership and service in extracurricular activities and to encourage development of general campus citizenship. The Society recognizes achievement in five areas: Scholarship; Athletics; Campus/Community Service; Social/Religious Activities; and Campus Government; Journalism; Speech and the Mass Media; and Creative and Performing Arts.

Alyssa B. Anderson
Emily S. Banach
Matthew B. Banary
Andrea K. Barnes
Lauren M. Bodenschatz
Brandi O. Brooks
Janet E. Corcoran
DeAnna K. Deere
Ahmad F. Garamah
Tanya Grapperhaus
Janeen M. Henlick
Danielle R. Hoffman
Keith H. Holland
Benjamin S. Hooe
Eric S. Johnson
Abbi G. Karcher
Andrea L. Koepp
Amy L. Kreher
Bryan L. Kujawa
Nathan A. Litchfield
Kelsey A. Loucks
Molinda M. McCarthy
Lauren A. McNamara
Emily Scherer
Daniel Schauenmeyer
Cory A. Simmonek
Ashley R. Stephens
Alexandra N. Theisen
Benjamin C. Tiller
Ashley L. Weder
Rashall L. Weathoelter
Juliane R. Whitehaus
Emily N. Williams

PHI ETA SIGMA

Phi Eta Sigma is an interdisciplinary national academic honor society which recognizes the accomplishments of first-year students in all fields of study. Phi Eta Sigma is the oldest and largest academic honor society in the United States. It was founded in 1923 and currently has over 300 chapters. Members of Phi Eta Sigma achieved a grade point average of 3.5 or better during the first one or two semesters of their freshman year at Southeast Missouri State University.

Sara E. Anderson
Michelle C. Baker
Emily S. Banach
Daniel L. Barnes
Jesse T. Bearden
Stephanie L. Beattle
Christa M. Beck
Rachelle L. Bennett
Laura E. Berkbilger
Melissa Berry
Michael B. Birmberg
Lauren M. Bodenschatz
James R. Brandt
Amber Y. Brewer
Ashley C. Brewer
Michelle K. Bridges
Robert A. Brilley, Jr.
Brandi O. Brooks
Tyler D. Brown
Amanda C. Bruderman
James W. Bucher
Krista A. Buchheit
Kristen E. Buescher
John E. Connolly
Brittney F. Cooper
Janet E. Corcoran
Kristin E. Coulier
Molly E. Cowdew
Amanda J. Cross
Ryan S. Crouse
DeAnna K. Deere
Stephen M. Dutrow
Brittany L. Eckert
Katelyn E. Edwards
Kyla S. Estes
Ashley A. Evans
Courtney A. Fallert
Kirsti L. Fricke
Veronica A. Fudemmelor
Larissa M. Gambling
Nick K. Gannaway
James Grace
Tanya Grapperhaus
Maura N. Gray
Jennifer L. Gueldner
Janeen M. Henlick
Brittany Harpool
William L. Harris
Danielle N. Healy
Lindsay M. Heisner
Jared M. Henrichs
Danielle R. Hoffman
Keith H. Holland
Megan E. Holst
Benjamin S. Hooe
Albert J. Horn
Eric S. Johnson
Nora M. Johnson
Sarah N. Kapala
Abbi G. Karcher
Jacob W. Kielitz
Jessie L. Kimball
Brittney M. Kirk
Ann Knopf
Kant Kranawetter
Amy L. Kreher
Emily C. Krumm
Kacey L. Krus
Bryan L. Kujawa
Christian L. Lou Wong
Danielle A. Laurent
Kelsey A. Loucks
Darla J. Mangels
Katherine E. Markey
Corey D. Moore
Melinda M. McCarthy
Megan C. McMurry
Lauren A. McNamara
Amanda M. Meyer
Devon C. Miller
Jennifer L. Miller
Erica M. Moore
Theresa A. Orlovsky
Marcus D. Paiton
Stephanie N. Payne
Kristi D. Nickols
Nancy T. Mueller
Amanda M. Nabors
Kristi D. Nickols
Theresa A. Orlovsky
Marcus D. Paiton
Stephanie N. Payne
Whitney Pohnman
A Resolution
by the Board of Regents
of
Southeast Missouri State University

WHEREAS, Steve Sweeney, as president and CEO of Chartwells, a division of Compass Group, manages three foodservice divisions: K-12 Public Schools, Flik Independent Schools, and Higher Education, and he takes ownership of everything he does and wants everyone in his organization to have the same philosophy; and

WHEREAS, Steve Sweeney took his interest in the foodservice business to new levels by attending culinary school, working five years with Servovation and as vice president of operations with Flik before the Compass Group acquired the company in 1995 and he was named president; and

WHEREAS, since Chartwells was founded, Steve Sweeney’s leadership has enabled the company to experience a double-digit growth every year and the retention rate has remained strong; and the Chartwells’ promise of nourishing students and being committed to the communities they serve, including customizing for their clients and delivering value and innovative programs has resulted in numerous accolades for the company; and

WHEREAS, Steve Sweeney’s leadership has brought to the campus of Southeast Missouri State University a wide variety of innovative foodservice projects and launched in-house concepts to benefit the students, faculty and staff including the Skylight Terrace in the University Center, renovations to the outdoor patio, Redhawks Market and meeting room renovations in the University Center, the establishment of The Beanery in the University Center, Kent Cafè in Kent Library, Olive’s in New Hall, the River Campus Cafè, Towers cafeteria renovations, and renovations to Rowdy’s in the Towers Complex, and the increase of more than 25 percent in the number of annual meal contracts at Southeast since Chartwells took over management of the dining program; and

WHEREAS, Steve Sweeney has supported and has authorized Chartwells’ commitment to the Southeast Missouri State University Dining Services Advisory Committee, and Chartwells’ commitment to arts at Southeast as a regular sponsor of River Campus events, including the Southeast Missouri Symphony Orchestra Gala Benefit; and

WHEREAS, Steve Sweeney has instilled loyalty and strength in his team, keeping essentially the same executive team at Southeast for the past 10 years; and through his loyalty fostered a culture of innovation in the dining program at Southeast; and

WHEREAS, Steve Sweeney is to be honored by the International Foodservice Manufacturers Association (IFMA) with the prestigious Silver Plate Award, which pays tribute to excellence by recognizing the most outstanding and innovative talents in nine segments of foodservice operations;

NOW, THEREFORE, LET IT BE RESOLVED that the Board of Regents expresses its appreciation and congratulations on behalf of the University and its students, faculty, staff, and administration on this thirteenth day of May, Two Thousand Eleven.

[Signature]
President of the Board of Regents

[Signature]
President of the University

ATTEST:

[Signature]
Secretary
BOARD OF REGENTS
REPORT ITEM

May 13, 2011

Open Session

Update on Capital Projects

On December 8, 2010, the Board approved the issuance of $59.25 million of educational revenue bonds to fund major capital needs on campus. Since the issuance of the bonds, architectural and engineering services have been focused on the design of Academic Hall renovations, Magill Hall renovations, the power plant conversion to natural gas, and several of the Priority 1 deferred maintenance projects. Attachment 1 provides the current construction schedule for the bond funded projects and locally funded major capital projects that will be completed in the next two fiscal years.

The Lawrence Group is in the design development stage of the Academic Hall renovation project. Floor plans have been drafted for all floors and are currently being reviewed by the various departments. Current programming calls for student services and employment services to be located on the first floor, Admissions and Executive offices on the second floor, and budget and finance functions on the third floor. The third floor will also house state-of-the-art classrooms and an academic department whose faculty teach a large number of undergraduate courses. Departmental relocations are scheduled to begin in June 2011 with construction starting in January 2012.

Design development drawings are 90% complete for the Magill Hall renovation and addition project. It is anticipated that the construction of the addition and renovation of the existing building can occur in two phases. Abatement will begin summer 2011. Construction of the addition will begin in September 2011 and the entire project is scheduled for completion in June 2013.

Design of the conversion of the university’s coal-fired power plant to natural gas is 80% complete. The construction permit for this project has been submitted to the Missouri Department of Natural Resources. It is anticipated that the first natural gas boiler, which can serve as backup to the existing coal-fired boiler, will be installed by November 2011. The remaining three gas-fired boilers will be installed and operational by March 2012.

The University has also begun addressing major deferred maintenance needs identified as Priority 1 needs during the planning process. Contracts have been awarded for a campus-wide electrical distribution study and chilled water loop study. These investigations will identify repairs needed to these major infrastructure arteries across campus. A contract has been awarded to install air conditioning in the gymnasium of Houck Field House and construction began in May 2011 on the replacement of the field turf at Houck Stadium. These projects will both be complete by August 2011.
The relocation of departments out of Academic Hall has necessitated the renovation of additional campus buildings to serve as transition space. A contract has been awarded for the renovation of the first floor of Memorial Hall to permanently house Information Technology. This project is scheduled for completion in December 2011. Bids are being obtained for the renovation of a portion of the General Services 2 building to house the Ceramics program. Ceramics equipment must be moved during summer 2011 to allow construction to proceed on Memorial Hall. The practice dance floor on the second floor of Memorial Hall will also be relocated during summer 2011 to Parker Gymnasium to provide transition space for student services currently located on the first floor of Academic Hall.

Facilities Management will coordinate the bidding and awarding of contracts for all of these projects in accordance with Chapter 8 of the Missouri State statutes. As part of this process, Facilities Management encourages the use of minority and women-owned businesses (MBE/WBE) as contractors/suppliers on University projects. During the last three fiscal years, a total of $1.53 million has been awarded to an MBE and $3.06 million has been awarded to a WBE as a general or subcontractor ($950,000 of these totals were awarded to a company that was both an MBE and a WBE). This includes any MBE/WBE suppliers used and reported by a general contractor.
<table>
<thead>
<tr>
<th>PROJECT</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fac. Mgt. Service Center 2nd floor renovations</td>
<td></td>
<td></td>
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<tr>
<td>Renovate/relocate Ceramics to GS-2</td>
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<tr>
<td>Serena (KRCU) Generator</td>
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<tr>
<td>Electrical Distribution Study &amp; Testing</td>
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<tr>
<td>Chiller Plant &amp; Chilled Water Loop Study</td>
<td></td>
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<tr>
<td>FEMA Generator</td>
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<tr>
<td>Group Housing HVAC (Building J &amp; K)</td>
<td></td>
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<tr>
<td>Houck Field House AC (gym only)</td>
<td></td>
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<td></td>
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<tr>
<td>Houck field turf replacement</td>
<td></td>
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<tr>
<td>Houck Scoreboard</td>
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<tr>
<td>Houck stadium lights</td>
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<tr>
<td>Relocate dance floor</td>
<td></td>
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<tr>
<td>Rosengarten locker room &amp; offices renovation</td>
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<tr>
<td>Memorial Hall renovations</td>
<td></td>
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<tr>
<td>Power Plant - natural gas boiler installation</td>
<td></td>
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<tr>
<td>Power Plant - chillers/infrastructure improvements</td>
<td></td>
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<tr>
<td>Magill Hall - Abatement</td>
<td></td>
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<tr>
<td>Magill Hall - Phase I</td>
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<tr>
<td>Magill Hall - Phase II</td>
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<tr>
<td>Academic Hall</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Scully HVAC replacement</td>
<td></td>
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</tbody>
</table>
PROGRESS REPORT – Contracts and Facilities Management Projects

Part I – Contracts and/or Purchase Orders in Excess of $100,000

The following contract(s) and/or purchase order(s) in excess of $100,000 for which provisions have been made in the annual operations or capital budgets or designated fund balances of the University or subsequent projects approved by the Board of Regents were executed:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>VENDOR</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceramics Department Relocation to GS-2</td>
<td>The Lawrence Group</td>
<td>$100,800</td>
</tr>
<tr>
<td>Parker Hall Room 214 Flooring Replacement</td>
<td>Richardet Floor Covering Co., Inc.</td>
<td>$114,920</td>
</tr>
<tr>
<td>Campus Utility Survey and Long Range Master Planning</td>
<td>McClure Engineering</td>
<td>$187,000</td>
</tr>
<tr>
<td>KRCU PTFP Emergency Generator</td>
<td>Nip Kelley Equipment Company, Inc.</td>
<td>$188,430</td>
</tr>
<tr>
<td>Grauel Hall Roof Replacement</td>
<td>Drury Company</td>
<td>$376,501</td>
</tr>
<tr>
<td>Houck Stadium Field Lighting Replacement</td>
<td>All Purpose Erectors, Inc.</td>
<td>$469,477</td>
</tr>
<tr>
<td>New Scoreboard at Houck Stadium</td>
<td>Kiefner Brothers, Inc.</td>
<td>$512,000</td>
</tr>
<tr>
<td>Rosengarten Renovations</td>
<td>Boulder Construction, LLC</td>
<td>$590,981</td>
</tr>
<tr>
<td>Houck Stadium Synthetic Turf Replacement</td>
<td>Byrne &amp; Jones Construction</td>
<td>$755,500</td>
</tr>
<tr>
<td>Group Housing Renovations Phase I, Buildings J &amp; K</td>
<td>Zoellner Construction Company, Inc.</td>
<td>$1,012,600</td>
</tr>
</tbody>
</table>

Part II – Facilities Management Change Orders in Excess of $20,000 or 15% of Project Cost

The following change order(s) in excess of $20,000 or 15% of project cost were executed:
### Part III – Facilities Management Capital Projects Update Report

#### A. STATE FUNDED CAPITAL IMPROVEMENT PROJECTS

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autism Diagnostic &amp; Treatment Center (10185)</td>
<td>Acoustical renovations are in progress. Work to install security cameras in lobby and parent resource area is being completed, as well as minor landscaping. All work to be completed by May 27, 2011.</td>
</tr>
</tbody>
</table>

#### B. LOCAL FUNDED AND MAINTENANCE & REPAIR CAPITAL IMPROVEMENTS OVER $50,000

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Morgan Oak Parking Lot (10245)</td>
<td>Project on hold pending DNR review.</td>
</tr>
<tr>
<td>3. New Scoreboard at Houck Stadium (10384)</td>
<td>Notice to Proceed issued to Kiefer Brothers, Inc. Work to begin May 1, 2011 and be completed by July 28, 2011.</td>
</tr>
<tr>
<td>4. DPS Relocation to 1401 N. Sprigg (10393)</td>
<td>Finalizing closeout documents.</td>
</tr>
<tr>
<td>5. Relocation of Video Services (10407)</td>
<td>Finalizing closeout documents.</td>
</tr>
<tr>
<td>6. Houck Stadium Field Lighting Replacement (10411)</td>
<td>Contract awarded to All Purpose Erectors. Work to begin May 2, 2011 and be completed during the summer.</td>
</tr>
<tr>
<td>7. Henderson Hall Roof Replacement (10432)</td>
<td>Notice to Proceed issued to Drury Company. Work to begin May 17, 2011 and be completed during the summer.</td>
</tr>
<tr>
<td>8. Grauel Roof Replacement (10439)</td>
<td>Notice to Proceed issued to Drury Company. Work to begin May 17, 2011 and be completed during the summer.</td>
</tr>
<tr>
<td>11. Academic Hall Renovation (10466)</td>
<td>Programming and design in progress.</td>
</tr>
<tr>
<td>12. Magill Hall Addition &amp; Renovation (10467)</td>
<td>Design development drawings are being reviewed. Building addition to bid fall 2011.</td>
</tr>
<tr>
<td>13. Conversion of Central Boiler from Coal to Natural Gas (10476)</td>
<td>Currently completing construction documents.</td>
</tr>
<tr>
<td>PROJECT</td>
<td>STATUS</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>14. Memorial Hall Renovation for Information Technology (10480)</td>
<td>Bids received on April 26, 2011. Contract award letter is being circulated for signatures. Work to begin July 1, 2011 and be completed by December 1, 2011.</td>
</tr>
<tr>
<td>17. Power Plant PDM Emergency Generator (10485)</td>
<td>Currently in design development phase.</td>
</tr>
<tr>
<td>20. Deferred Maintenance: Chiller Plants, Cooling Towers and Chiller Loop Study (10489)</td>
<td>Associated campus work with this study to be ongoing through 2013.</td>
</tr>
<tr>
<td>22. Deferred Maintenance: Scully Building HVAC and Controls (10491)</td>
<td>Currently in design development phase.</td>
</tr>
<tr>
<td>23. FMSC Second Floor Offices for Facilities Management (10492)</td>
<td>Construction effort to be completed with a combination of FM crews and bid contracts. Work to be completed by July 2011.</td>
</tr>
<tr>
<td>24. Houck Stadium Field Turf Replacement (10494)</td>
<td>Notice to Proceed issued to Byrne &amp; Jones Construction. Work to begin May 2, 2011 and be completed by July 28, 2011.</td>
</tr>
<tr>
<td>27. Bike rack grant with City of Cape Girardeau</td>
<td>City of Cape Girardeau has received bids for procurement of bike racks. They are to be delivered and installed summer 2011.</td>
</tr>
</tbody>
</table>

Part IV – Other Capital Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Vendor</th>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
</table>
Economic Impact of the Campus Improvement Projects, 2011-2015

A Report Prepared by the Center for Economic & Business Research
Southeast Missouri State University
January 2011

The Board of Regents has approved campus improvement projects that will total $58.3 million over a five-year period beginning in 2011. The specific projects include $22.8 million for renovations to Academic Hall; $17.9 million for renovations and additions to Magill Hall; $10.6 million for deferred maintenance projects; and $6.9 million for the conversion of the power plant to natural gas installation. It is anticipated that 75% of the $58.3 million will be expended by June 2013 with the remainder spent over the ensuing 2.5 years. With this assumption, the annual expenditures for the campus improvement projects will look as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>$17.50 million</td>
</tr>
<tr>
<td>2012</td>
<td>$17.50 million</td>
</tr>
<tr>
<td>2013</td>
<td>$12.45 million</td>
</tr>
<tr>
<td>2014</td>
<td>$ 7.30 million</td>
</tr>
<tr>
<td>2015</td>
<td>$ 3.55 million</td>
</tr>
</tbody>
</table>

While the exact timing of the expenditures may ultimately differ slightly from what is anticipated, the total impact upon the region will still be virtually the same.

An economic model called IMPLAN is used to estimate the impacts upon the Cape Girardeau County economy. IMPLAN consists of an input-output model that approximates the structure of the local economy. With the model, it is possible to perform simulations of changes in spending in different sectors in order to measure the impact upon the local economy. Three types of impacts are measured: direct, indirect and induced. The sum of the three impacts gives the total economic impact of the campus improvement projects. The direct impact consists of the increase in economic activity that is a consequence of the increased spending for the various construction projects. The indirect impact measures the increased economic activity of input suppliers to the construction project. That is, various inputs will be purchased locally to support the project, which will cause an expansion in the economic activity of these input suppliers. The induced impact is a result of the increased incomes that are generated by the increased economic activity attendant to the construction projects. As these incomes are spent locally, additional economic activity is generated.

In the results that follow, three economic variables are measured: employment, labor income, and revenue/sales. These are all measured on an annual basis. Employment is measured as the full time equivalent. That is, the employment figures are equivalent to a full-time job for one year. Therefore, the actual number of people working on the project could be somewhat higher than the full-time equivalent. Labor income is income received by local employees and proprietors. Note that this measures just income to residents of Cape Girardeau County. Finally, revenue/sales consist of the gross economic activity generated by the project. The direct impact in each year is just the spending on the various construction projects. The indirect and induced impacts are revenue/sales generated by the increase in economic activity attendant to the construction projects.

<table>
<thead>
<tr>
<th>Yr.</th>
<th>Impact</th>
<th>Employment</th>
<th>Labor Income</th>
<th>Revenue/Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>Direct</td>
<td>166</td>
<td>$8,249,000</td>
<td>$17,500,000</td>
</tr>
<tr>
<td></td>
<td>Indirect</td>
<td>32</td>
<td>$1,238,000</td>
<td>$3,743,000</td>
</tr>
<tr>
<td></td>
<td>Induced</td>
<td>52</td>
<td>$1,632,000</td>
<td>$5,046,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>250</td>
<td><strong>$11,119,000</strong></td>
<td><strong>$26,289,000</strong></td>
</tr>
<tr>
<td>2012</td>
<td>Direct</td>
<td>166</td>
<td>$8,249,000</td>
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<td></td>
<td>Total</td>
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<td><strong>$11,119,000</strong></td>
<td><strong>$26,289,000</strong></td>
</tr>
<tr>
<td>2013</td>
<td>Direct</td>
<td>119</td>
<td>$5,869,000</td>
<td>$12,450,000</td>
</tr>
<tr>
<td></td>
<td>Indirect</td>
<td>23</td>
<td>$880,000</td>
<td>$2,663,000</td>
</tr>
<tr>
<td></td>
<td>Induced</td>
<td>36</td>
<td>$1,161,000</td>
<td>$3,590,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>178</td>
<td><strong>$7,910,000</strong></td>
<td><strong>$18,703,000</strong></td>
</tr>
<tr>
<td>2014</td>
<td>Direct</td>
<td>70</td>
<td>$3,441,000</td>
<td>$7,300,000</td>
</tr>
<tr>
<td></td>
<td>Indirect</td>
<td>13</td>
<td>$516,000</td>
<td>$1,561,000</td>
</tr>
<tr>
<td></td>
<td>Induced</td>
<td>21</td>
<td>$681,000</td>
<td>$2,105,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>104</td>
<td><strong>$4,638,000</strong></td>
<td><strong>$10,966,000</strong></td>
</tr>
<tr>
<td>2015</td>
<td>Direct</td>
<td>34</td>
<td>$1,673,000</td>
<td>$3,550,000</td>
</tr>
<tr>
<td></td>
<td>Indirect</td>
<td>7</td>
<td>$251,000</td>
<td>$759,000</td>
</tr>
<tr>
<td></td>
<td>Induced</td>
<td>10</td>
<td>$331,000</td>
<td>$1,024,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>51</td>
<td><strong>$2,255,000</strong></td>
<td><strong>$5,333,000</strong></td>
</tr>
</tbody>
</table>
March 21, 2011

Dr. Ken Dobbins, President
Southeast Missouri State University
One University Plaza
Cape Girardeau, MO 63701

Dear President Dobbins:

Missouri Department of Higher Education staff has reviewed the proposal submitted on behalf of Southeast Missouri State University to offer the following program:

- Bachelor of Science (BS), Cybersecurity designed for delivery at the main campus in Cape Girardeau, Missouri. The CIP for this program is 11.1003.

I am pleased to inform you that this proposal has been approved, subject to final authorization by the Coordinating Board for Higher Education. In approving this proposal, we understand that no new state funds will be requested through the Missouri Department of Higher Education to support this program.

We will report this action to the Coordinating Board for Higher Education at its meeting on April 7, 2011, in Jefferson City, Missouri. This program will be added to the university’s inventory on file with the department. I extend my best wishes for the success of this program.

Regards,

[Signature]
David R. Russell, Ph.D.
Commissioner of Higher Education

c: Dr. Ronald Rosati, Provost, Southeast Missouri State University