

TRUMAN STATE UNIVERSITY
Kirksville 63501

OFFICIAL MINUTES
OF THE
BOARD OF GOVERNORS

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OPEN SESSION
OF MEETING ON
APRIL 4, 2020

The Board of Governors for Truman State University met on Saturday, April 4, 2020, on the University campus in Kirksville, Missouri. The meeting was held in McClain Hall 206J. The open session of the meeting was called to order shortly after 1:00 p.m. by the Chair of the Board of Governors, Jennifer Kopp Dameron.

Participating in the meeting via video and audio conferencing were all seven voting members: Sarah Burkemper, Philip J. Christofferson, Cheryl J. Cozette, Jennifer Kopp Dameron, Nancy Gingrich, K. Brooks Miller, Jr. and Jim O'Donnell.

Also participating in the meeting via video and audio conference were all three non-voting members: David Lee Bonner and Mike McClaskey, the two out-of-state members, and Tiffany Middlemas, student representative.

On January 27, 2020, Missouri Governor Michael L. Parson appointed Philip J. Christofferson to replace Laura A. Crandall on the Truman State University Board of Governors for a term ending January 1, 2025. The appointment of Mr. Christofferson was confirmed by the Missouri Senate on February 27, 2020.

Call to Order

Governor Dameron, Chair of the Board, called the meeting to order shortly after 1:00 p.m. and welcomed all in attendance.

Minutes for Open Session of Meeting on February 8, 2020

Governor Burkemper moved the adoption of the following resolution:

BE IT RESOLVED that the minutes for the open session of the meeting on February 8, 2020, be approved.

The motion was seconded by Governor Gingrich and carried by a vote of 6 to 0 with Governor Christofferson abstaining from the vote. Governor Dameron declared the motion to be duly adopted.

Welcome New Board Member – Philip J. Christofferson

Governor Dameron welcomed Philip J. Christofferson as a member of the Truman State University Board of Governors.

Resolution of Appreciation – Laura A. Crandall

Governor Miller moved to waive the reading of the resolution. The motion was seconded by Governor Burkemper and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted. Governor Cozette then moved the adoption of the proposed resolution:

WHEREAS, the Honorable Laura A. Crandall served as a member of the Truman State University Board of Governors from January 2016 to February 2020, serving as Secretary in 2017, Vice Chair in 2018 and Chair in 2019; and

WHEREAS, Governor Crandall, during her tenure on the Board, displayed an unqualified commitment to the University's quest for excellence and focus on

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student learning as well as a genuine interest and concern for the welfare and well-being of the students, faculty and staff, all of which have made a lasting impact on the future direction and success of the University; and

WHEREAS, Governor Crandall consistently carried out her duties while on the Board of Governors with the highest level of professionalism, which along with her love of people and her genuine and caring personality, earned her the respect and admiration of the Board and the administration; and

WHEREAS, as an alumna of Truman State University, Governor Crandall served and continues to serve as an outstanding representative of her alma mater, enriching the lives of those around her and providing a model of service to others by giving back to the University as well as her community and the world; and

WHEREAS, it is the hope of the Board, the staff, and Spike, that Governor Crandall, along with her husband Erin, and daughters Lillian and Caroline, return to campus often as they will always and forever be members of the Truman family;

NOW, THEREFORE, BE IT RESOLVED that the members of the Truman State University Board of Governors hereby express their genuine gratitude to the Honorable Laura A. Crandall for her guidance and leadership and for her distinguished and commendable service as a member and officer of the Board; and

BE IT RFURTHER RESOLVED that a copy of this resolution be presented to Governor Crandall as a tangible expression of deep appreciation and felicitation.

The motion was seconded by Governor Burkemper and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted.

President's Report

Dr. Susan L. Thomas, University President, provided a report on several items of current interest. Chief among the topics shared included an update on the tireless work of the students, faculty, staff, and administration in regard to the many challenges the campus community has had to deal with in regard to COVID-19, including moving all courses to alternative delivery options; safely permitting students to return to their on-campus residences to retrieve their belongings; establishing work plans for employees who can work remotely; and meeting students' emergency needs. She noted the Governor's recent withhold of 1/12 of the state appropriation for all public higher education institutions (over \$3.3 million for Truman) and the crediting to students accounts for room and board plans of those who have not lived on campus since spring break (expected to be between \$4 and \$4.5 million). Spring 2020 Commencement, originally scheduled for May 9, has been postponed and, barring any unforeseen circumstances, will be held August 1. In addition, summer courses will be offered in alternative delivery options, and on-campus summer activities will be significantly curtailed.

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President Thomas thanked the Board for their tremendous support and noted that the work that has been done to ensure our students continue to learn and be supported during these taxing, unmatched times is truly commendable. Finally, President Thomas highlighted Governor O'Donnell's inclusion on *Ingram's* March 2020 list of *50 Missourians You Should Know* and shared her selected engagements report.

Finance and Auditing Committee Report

Governor Burkemper, Chair of the Finance and Auditing Committee, provided a report on the committee meeting held on March 31.

Financial Report

Governor Burkemper presented the Financial Report which included a review as of February 29, 2020, of education and general revenues and expenditures and auxiliary system revenues and expenditures and a review as of February 29, 2020, of the Truman State University Foundation revenues and expenditures.

Construction Projects Report

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

Contracts for Construction Projects and Equipment Purchases

Governor Miller reported that no construction projects or equipment purchases totaling \$25,000 to \$100,000 had been approved since the last meeting of the Board.

Construction Project – Greenwood Site Development Project (Revised)

Governor Miller moved the adoption of the following resolution:

BE IT RESOLVED that the project budget for the Greenwood Site Development Project, previously approved by the Board of Governors at the October 18, 2019 meeting, be revised as follows:

<u>Project Name</u>	<u>Revised Project Budget</u>
Greenwood Site Development Project	\$1,003,000

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

The motion was seconded by Governor Christofferson and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit A.

Faculty Early Retirement Incentive Program 2020-21

Governor Miller moved the adoption of the following resolution:

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WHEREAS, it is the desire of the Board of Governors of Truman State University to establish a one-time retirement incentive for faculty;

NOW, THEREFORE, BE IT RESOLVED that the attached document, entitled "Faculty Early Retirement Incentive Program 2020-21" shall be the policy of the Board of Governors and shall automatically expire on May 22, 2020; and

BE IT FURTHER RESOLVED that the President of the University, or her designee, be authorized to implement the policy; and

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

The motion was seconded by Governor Cozette and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit B.

Agenda Items for Future Meetings

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

Dates for Future Meetings

Governor Cozette moved the adoption of the following resolution:

BE IT RESOLVED that the next regular meeting of the Board of Governors be scheduled for Saturday, June 13, 2020, on the University campus in Kirksville, Missouri, beginning at 1:00 p.m., with the understanding that the Chair may alter the starting time and/or place for the meeting by giving due notice of such change; and

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

Saturday, August 1, 2020;
Friday, October 23, 2020;
Saturday, December 5, 2020;
Saturday, February 6, 2021; and
Saturday, April 10, 2021.

The motion was seconded by Governor Burkemper and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted.

Agenda Items for Closed Session

Governor Burkemper moved the adoption of the following resolution:

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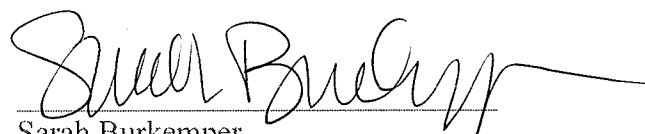
BE IT RESOLVED that this meeting be continued in closed session, with closed records and closed votes as permitted by law, for consideration of the following items as authorized by Section 610.021, Revised Statutes of Missouri:

1. Approval of minutes for the closed session of the last meeting under Subsection 14 of the statute for "Records which are protected from disclosure by law";
2. Individual personnel actions under Subsection 3 of the statute for "Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded"; and
3. Confidential communications with the General Counsel; and

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

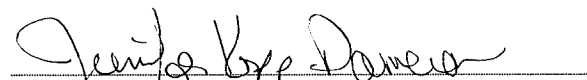
The motion was seconded by Governor Gingrich and carried by a unanimous vote of 7 to 0. Governor Dameron declared the motion to be duly adopted.

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



Sarah Burkemper
Secretary of the Board of Governors

I hereby certify that the foregoing minutes were approved by the Board of Governors on the 13th day of June, 2020.



Jennifer Kopp Dameron
Chair of the Board of Governors



**ITEM G.2
Construction Project – Greenwood Site Development Project (Revised)**

DESCRIPTION AND BACKGROUND

Included in the approved FY2020 state budget is \$1.15 million toward the renovation of the Greenwood Center located at the northwest corner of East Normal Street and South Halliburton Street. Involved in this phase are structural improvements, site development such as new water, sewer and storm water lines, and exterior components including sidewalks and the parking lot. This construction project was approved by the Board of Governors at the October 18, 2019 meeting with a \$953,000 budget. Abatement services were approved at the December 7, 2019 meeting with a \$90,500 budget. The contractor has been directed to provide a price via a change order to add exterior painting, repair of soffits, and gutter replacement to the scope. In order to do this change order an increase of \$50,000 in the total budget is being requested. The revised total project budget would be \$1,003,000. With this additional work the project will still be within the state appropriation.

RECOMMENDED ACTION

BE IT RESOLVED that the project budget for the Greenwood Site Development Project, previously approved by the Board of Governors at the October 18, 2019 meeting, be revised as follows:

<u>Project Name</u>	<u>Revised Project Budget</u>
Greenwood Site Development Project	\$1,003,000

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

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



Faculty Early Retirement Incentive Program 2020-21

Purpose

The Board of Governors of Truman State University recognizes that early retirement should be for the mutual benefit of the faculty member and the University. This policy permits some faculty members another alternative in planning for retirement.

I. Time Limits and Retirement Dates

The Early Retirement Incentive option is available to eligible full-time faculty members and librarians with faculty status, with a separation/retirement date no later than May 31, 2021.

II. Eligibility

Eligible for the program are all full-time employees holding faculty rank currently employed at Truman and meet one of the following conditions by May 31, 2021.

1. MOSERS Participant – MOSERS Retirement Eligible on or before June 1, 2021.
2. CURP Participant – Age plus years of service must equal 70 on or before June 1, 2021.

The Program is not available to employees who have previously retired under the MOSERS or CURP retirement systems or who have already committed their written intent to retire from the University. Retirement eligibility under MOSERS is determined solely by the plan and not by the University. Prior to submitting an application to the Program employees should obtain verification of retirement eligibility directly from the appropriate plan.

The Early Retirement Incentive is not a guaranteed benefit. Eligible faculty members must request the Early Retirement Incentive in writing to the Office of Human Resources not later than 4:30 p.m. on May 22, 2020. The program is limited to forty (40) applicants. Therefore, if interest exceeds forty applicants, selection will be based upon years of service at Truman State University as calculated from May 31, 2021. Such definition of “seniority” is used solely for the purpose of this program. In the event two applicants have the same seniority date, then the first come, first serve criteria will apply if necessary. Approved applicants will be notified by Human Resources and must complete and sign the Retirement Agreement and Release within ten (10) working days of notification of approval.

III. Incentive

The Retirement Incentive consists of a cash incentive payment of \$30,000 which will be payable as a lump sum upon retirement.

IV. Enrollment Period

This incentive is being offered beginning April 20, 2020. Applications for early retirement must be received by May 22, 2020. April 20 through May 22, 2020 is the only application window available for this incentive.

V. Selection for Participation

Acceptance for participation in the program will be at the sole discretion of the University based on a variety of factors including student enrollment trends, faculty areas of expertise, and the University's operating needs. In the event an individual is selected for participation in this program who has had a university funded sabbatical within the last two years, any remaining service requirement to fulfill terms of that sabbatical will be waived.

VI. Other Retirement Benefits

This program is in addition to any benefits an employee is entitled to under the MOSERS or CURP plans. Individuals should contact representatives from those plans as well as the Social Security Office before making decisions regarding applying for the incentive.

VII. Professional Advice

Eligible employees are advised to seek tax and/or investment advice from professionals regarding tax implications of the incentive. The University does not provide financial or tax advice.

Employee medical insurance coverage will terminate in accordance with University Policy. COBRA coverage may be purchased for health, dental and vision insurance coverage for up to 18 months. Retiree medical insurance coverage can also be purchased through the University through age 65 or Medicare eligibility. Individuals age 65 or older are eligible for Medicare. All individuals are encouraged to explore insurance options and consult with professionals regarding insurance decisions.