




LINCOLN UNIVERSITY

820 Chestnut Street
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Office of the President

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BOARD ACTIONS

TO: Faculty, Staff and Students
FROM: Kevin D. Rome, President 
DATE: May 22, 2017
SUBJECT: Action Items - Board of Curators



During its conference call held on Thursday, May 18, 2017, the Lincoln University Board of Curators approved the following:

- 1) A construction contract for renovations to Dwight T. Reed Stadium with ATG Sports totaling \$2,102,000.
(For additional information contact Ms. Sheila Gassner, Executive Director of Facilities and Planning.)
- 2) The attached Tuition, Fees and Room and Board Increases.
(For additional information contact Ms. Sandy Koetting, Chief Financial Officer.)
- 3) The attached Wellness Fee Allowances.
(For additional information contact Mr. John Moseley, Director of Athletics.)

The next meeting of the Lincoln University Board of Curators will be held on Thursday, June 8, 2017



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TO: Lincoln University Board of Curators
THROUGH: Dr. Kevin D. Rome, President 
FROM: Sandy Koetting, CFO 
DATE: May 11, 2017
SUBJECT: Tuition, Fees and Room and Board Increases

Tuition and Fees – effective fall 2017

Attached please find the proposed tuition and fee increases. Based on the February 24, 2017 notice from Zora Mulligan, Commissioner of Higher Education and HESFA guidelines, Lincoln University can increase tuition and fees at the rate of 2.1% or \$144.64 for the academic year. Please recall that HESFA guidelines apply to instate undergraduate tuition and fee rates only. The allowable increase was applied as follows:

- Increase per credit hour rate from \$205 to \$209 per credit hour.
- Increase the Building and Maintenance fees from \$119.84 to \$132.16 per semester.

All other tuition rates increased at a rate comparable to the 2.1% with the exception of the dual credit tuition rate. The Dual credit tuition rate will remain at \$75 per credit hour to remain competitive in that market.

Other Fees – effective immediately

Increase in transcript fees from \$5 each to \$10 each. An analysis was completed of all other four-year public state institutions as well as a few local private institutions to determine that the most common transcript cost was \$10 per transcript. This increase makes Lincoln University comparable to other institutions.

Room rates – effective fall 2017

The room rates will increase by approximately three percent across all residence halls. The cost to maintain and manage the facilities increases each year. Contractual obligations such as cable service, Sodexo (facilities management) as well as the increase in cost of utilities continue to drive the operational cost increases. In addition to the estimated cost increases, the university reviewed rental rates with nearby apartments to ensure that the university rates did not exceed the market. Based on these results, the proposed increase to room rates is an approximate 3%.

The University is always looking to enhance the services provided to students. As a result of communication with Sodexo, a new service will be included in the room rates for those students residing in Sherman D. Scruggs. Sodexo will provide cleaning services to individual rooms including cleaning the restrooms and kitchen twice per month. To provide this service, the room rates for Sherman will increase an additional \$40 per semester.

Board rates – effective fall 2017

Board rates will be adjusted based on contractually obligated CPI increases for the Sodexo (food service) contract as well as to support the ongoing costs of management of the meal plan program. The proposed increase takes the unlimited meal plan from \$1,580 to \$1,630. This rate equates to a cost of \$14.55 per day, a very reasonable cost for an unlimited meal plan. This is an approximate 3% increase.

Other changes to the fall and spring meal plans include the following:

- A reduction in the 5 meal plan rate from \$660 per semester to \$525 per semester. The decrease reduces the approximate meal cost to \$6.56 per meal. While this price is close to a cash value cost if paying at the door, students, faculty and staff can take advantage of using their financial aid or payroll deduction to participate in this convenient and cost effective meal plan.
- The 3 meal plan will be also increase at approximately 3%.

Board rates - effective in summer 2017

The following adjustments are proposed for summer board rates.

- The unlimited meal plan was new in summer 2016 and was offered to only Jump Start students. The cost rate was \$890 per semester. To ensure that the cost does not exceed the revenue, the rate should increase to \$950 per semester. This brings the estimated cost per day to \$16.97. This will just cover the cost associated with the contractual obligation. Beginning in summer 2017, this meal plan will be offered to all summer school students.
- The 14 meal plan will remain in effect at a rate increase of \$23 or 3.07%.
- The 10 meal plan previously charged at \$670 per semester will be eliminated. Due to low enrollment in the plan and to increase efficiency for management of the plans, this is proposed to be eliminated.

HISTORICAL TUITION AND FEE RATES

Fall or Spring, Summer	Academic Year 2014-2015	Academic Year 2015-2016	Academic Year 2016-2017	Proposed Academic Year 2017-2018	Dollar increase	Percentage increase
Tuition and Incidental Fees (per credit hour)						
Undergraduate - MO Residents (Incidental Fees)	\$ 205.00	\$ 205.00	\$ 205.00	\$ 209.00	\$ 4.00	1.95%
Undergraduate - Non-Residents (Incidental & Tuition)	\$ 418.00	\$ 418.00	\$ 418.00	\$ 427.00	\$ 9.00	2.15%
Graduate - MO Residents (Incidental Fees)	\$ 285.00	\$ 285.00	\$ 285.00	\$ 291.00	\$ 6.00	2.11%
Graduate - Non-Residents (Incidental & Tuition)	\$ 530.00	\$ 530.00	\$ 530.00	\$ 541.50	\$ 11.50	2.17%
Off Campus Rates/Course Fees (per credit hour)						
Fort Leonard Wood Nursing Science	\$ 287.25	\$ 287.25	\$ 287.25	\$ 293.50	\$ 6.25	2.18%
FLW Non-Nursing Science Undergraduate Fee	\$ 221.00	\$ 221.00	\$ 221.00	\$ 225.75	\$ 4.75	2.15%
Caruthersville - Off Campus Rate	\$ 221.00	\$ 221.00	\$ 221.00	\$ 225.75	\$ 4.75	2.15%
Off Campus - Univ does not pay faculty	\$ 87.00	\$ 87.00	\$ 87.00	\$ 87.00	\$ -	0.00%
Dual Credit Fee	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ -	0.00%
Housing Fall/Spring - Room and Board (Meals)						
Double Room - Dawson, Perry, Martin	\$ 1,493.00	\$ 1,533.00	\$ 1,700.00	\$ 1,755.00	\$ 55.00	3.24%
Private Single Room - Dawson	\$ 2,156.00	\$ 2,210.00	\$ 2,450.00	\$ 2,525.00	\$ 75.00	3.06%
Private Double Room - Dawson, Perry, Martin	\$ 2,299.00	\$ 2,500.00	\$ 2,771.00	\$ 2,855.00	\$ 84.00	3.03%
Double Room w/Shared Bath - Anthony, Bennett, Hoard, Tull, Yates	\$ 1,988.00	\$ 2,038.00	\$ 2,100.00	\$ 2,165.00	\$ 65.00	3.10%
Single Room w/Private Bath - Anthony, Bennett	\$ 2,682.00	\$ 2,749.00	\$ 2,830.00	\$ 2,915.00	\$ 85.00	3.00%
Single Room w/Shared Bath - Anthony	\$ 1,988.00	\$ 2,038.00	\$ 2,100.00	\$ 2,165.00	\$ 65.00	3.10%
Apartment - 4 person - Anthony	\$ 2,985.00	\$ 3,039.00	\$ 3,130.00	\$ 3,225.00	\$ 95.00	3.04%
Private Double w/Shared Bath - Bennett, Tull	\$ 2,682.00	\$ 3,000.00	\$ 3,090.00	\$ 3,185.00	\$ 95.00	3.07%
Private Double w/Private Bath - Anthony, Hoard, Yates	\$ 2,815.00	\$ 2,885.00	\$ 2,970.00	\$ 3,060.00	\$ 90.00	3.03%
Double Room w/Shared Bath - Sherman D. Scruggs	\$ 2,230.00	\$ 2,285.00	\$ 2,355.00	\$ 2,465.00	\$ 110.00	4.67%
Private Double w/Shared Bath - Sherman D. Scruggs	\$ 2,749.00	\$ 3,000.00	\$ 3,090.00	\$ 3,225.00	\$ 135.00	4.37%
Single Room w/Shared Bath - Sherman D. Scruggs	\$ 2,489.00	\$ 2,551.00	\$ 2,630.00	\$ 2,750.00	\$ 120.00	4.56%
Unlimited Meal Plan						
5 Meal Plan (Off Campus Students, faculty, staff, and Anthony Hall residents in Apartments with full kitchens only)	\$ 1,465.00	\$ 1,502.00	\$ 1,580.00	\$ 1,630.00	\$ 50.00	3.16%
3 Meal Plan (Off campus students, faculty, staff only)	\$ 643.50	\$ 660.00	\$ 660.00	\$ 525.00	\$ (135.00)	-20.45%
	\$ 275.00	\$ 282.00	\$ 290.00	\$ 300.00	\$ 10.00	3.45%
Summer - Room and Board (Meals)						
Room - Designated Halls - double occupancy	\$ 747.00	\$ 786.00	\$ 790.00	\$ 815.00	\$ 25.00	3.16%
Room - Designated Halls - single occupancy	\$ 847.00	\$ 847.00	\$ 875.00	\$ 902.00	\$ 27.00	3.09%
unlimited meal plan			\$ 890.00	\$ 950.00	\$ 60.00	6.74%
14 Meal Plan	\$ 709.82	\$ 728.00	\$ 750.00	\$ 773.00	\$ 23.00	3.07%
10 Meal Plan	\$ 652.94	\$ 670.00	\$ 670.00	\$ -	remove option	
Miscellaneous Fees						
Activity Fee (per credit hour) (5.00/cr hr is student imposed)	\$ 6.75	\$ 6.75	\$ 10.00	\$ 10.00	\$ -	0.00%
Technology Fee (per semester)	\$ 10.00	\$ 150.00	\$ 173.94	\$ 173.94	\$ -	0.00%
Building Maintenance Fee (per semester)	\$ 92.70	\$ 119.84	\$ 119.84	\$ 132.16	\$ 12.32	10.28%
Athletic Fee (per cr hr)			\$ 10.00	\$ 10.00	\$ -	0.00%
Wellness Fee (student imposed) per semester	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ -	0.00%
Lab Fees (General)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	0.00%
Lab Fees (Nursing)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ -	0.00%
Lab Fees (Computer Science-depending on course)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ -	0.00%
Lab Fees (Applied Music)	69/cr hr	69/cr hr	69/cr hr	\$ 69/cr hr	\$ -	0.00%
Lab Fees (Bowling)		\$ 50.00	\$ 50.00	\$ 50.00	\$ -	0.00%
Lab Fees (Golf)	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ -	0.00%
Online fee (per course)		\$ 50.00	\$ 50.00	\$ 50.00	\$ -	0.00%
Course fees (Education all courses with EDU/SE/PEP prefix)	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$ -	0.00%
Course fees (Social Work SW499 and 499L)	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$ -	0.00%
Course fees (Business all course with ACC, BAD, BED, ECO, MKT, a	\$15/cr hr	\$15/cr hr	\$15/cr hr	\$15/cr hr	\$ -	0.00%
Course fees (select Nursing courses -excludes FLW and includes sur	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$10/cr hr	\$ -	0.00%
Deferred Payment Plan Fee	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ -	0.00%
Graduation Fee	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	0.00%
Health Insurance (International)	\$ 664.00	\$ 664.00	TBD	TBD	\$ -	0.00%
Late Registration Fee (paid in advance of registration)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ -	0.00%
ACT Residual testing fee					\$ -	0.00%
ID Replacement	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	0.00%
Student Parking Permit - Fall (17.50/Spring, 8.75/Summer)	\$ 42.00	\$ 42.00	\$ 42.00	\$ 42.00	\$ -	0.00%
Faculty/Staff Parking Permit fee	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ -	0.00%
Reserved Parking Permit fee	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	0.00%
Transcript Fee	**\$5/\$10/\$20	**\$5/\$10/\$20	**\$5/\$10/\$20	\$ 10.00	\$ 5.00	100.00%
Application Fee -general	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ -	0.00%
Application fee - graduate & international students	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	0.00%
Application fee for Nursing school - BSN program	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ -	0.00%
Senior Citizen Program (per Semester)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ -	0.00%
Credit-by-exam fee	\$ 102.00	\$ 102.00	\$ 102.00	\$ 102.00	\$ -	0.00%

Midwest Exchange Rates are 150% of the In-state rates

IMPACT ON STUDENTS

Undergraduate In-State				
	Current Semester Rates for 15 credit hours	Proposed Semester Rates 15 credit hours	Semester \$ increase	Annual \$ increase
Tuition/Incidental Fees	\$ 3,075.00	\$ 3,135.00	\$ 60.00	\$ 120.00
Activity Fees (per credit hour)	\$ 150.00	\$ 150.00	\$ -	\$ -
Bldg/Mtn Fees (per semester)	\$ 119.84	\$ 132.16	\$ 12.32	\$ 24.64
Wellness Fee (per semester)	\$ 75.00	\$ 75.00	\$ -	\$ -
Athletic Fee (per credit hour)	\$ 150.00	\$ 150.00	\$ -	\$ -
Technology Fees (per semester)	\$ 173.94	\$ 173.94	\$ -	\$ -
Total Off Campus Amount	<u>\$ 3,743.78</u>	<u>\$ 3,816.10</u>	<u>\$ 72.32</u>	<u>\$ 144.64</u>
Room (Dawson, Martin or Perry)	\$ 1,700.00	\$ 1,755.00	\$ 55.00	\$ 110.00
Board (unlimited meal plan)	\$ 1,580.00	\$ 1,630.00	\$ 50.00	\$ 100.00
Total On Campus Amount	<u>\$ 7,023.78</u>	<u>\$ 7,201.10</u>	<u>\$ 177.32</u>	<u>\$ 354.64</u>

Undergraduate Out-of-State				
	Current Semester Rates for 15 credit hours	Proposed Semester Rates 15 credit hours	Semester \$ increase	Annual \$ increase
Tuition/Incidental Fees	\$ 6,270.00	\$ 6,405.00	\$ 135.00	\$ 270.00
Activity Fees (per credit hour)	\$ 150.00	\$ 150.00	\$ -	\$ -
Bldg/Mtn Fees (per semester)	\$ 119.84	\$ 132.16	\$ 12.32	\$ 24.64
Wellness Fee (per semester)	\$ 75.00	\$ 75.00	\$ -	\$ -
Athletic Fee (per credit hour)	\$ 150.00	\$ 150.00	\$ -	\$ -
Technology Fees (per semester)	\$ 173.94	\$ 173.94	\$ -	\$ -
Total Off Campus Amount	<u>\$ 6,938.78</u>	<u>\$ 7,086.10</u>	<u>\$ 147.32</u>	<u>\$ 294.64</u>
Room (Dawson, Martin or Perry)	\$ 1,700.00	\$ 1,755.00	\$ 55.00	\$ 110.00
Board (10 meal plan)	\$ 1,580.00	\$ 1,630.00	\$ 50.00	\$ 100.00
Total On Campus Amount	<u>\$ 10,218.78</u>	<u>\$ 10,471.10</u>	<u>\$ 252.32</u>	<u>\$ 504.64</u>

Graduate In-State (fees based on 9 credit hours/semester)				
	Current Semester Rates	Proposed Semester Rates	Semester \$ increase	Annual \$ increase
Tuition/Incidental Fees	\$ 2,565.00	\$ 2,619.00	\$ 54.00	\$ 108.00
Activity Fees (per credit hour)	\$ 90.00	\$ 90.00	\$ -	\$ -
Bldg/Mtn Fees (per semester)	\$ 119.84	\$ 132.16	\$ 12.32	\$ 24.64
Wellness Fee (per semester)	\$ 75.00	\$ 75.00	\$ -	\$ -
Athletic Fee (per credit hour)	\$ 90.00	\$ 90.00	\$ -	\$ -
Technology Fees (per semester)	\$ 173.94	\$ 173.94	\$ -	\$ -
Total Off Campus Amount	<u>\$ 3,113.78</u>	<u>\$ 3,180.10</u>	<u>\$ 66.32</u>	<u>\$ 132.64</u>

Graduate Out-of-State (fees based on 9 credit hours/semester)				
	Current Semester Rates	Proposed Semester Rates	Semester \$ increase	Annual \$ increase
Tuition/Incidental Fees	\$ 4,770.00	\$ 4,873.50	\$ 103.50	\$ 207.00
Activity Fees (per credit hour)	\$ 90.00	\$ 90.00	\$ -	\$ -
Bldg/Mtn Fees (per semester)	\$ 119.84	\$ 132.16	\$ 12.32	\$ 24.64
Wellness Fee (per semester)	\$ 75.00	\$ 75.00	\$ -	\$ -
Athletic Fee (per credit hour)	\$ 90.00	\$ 90.00	\$ -	\$ -
Technology Fees (per semester)	\$ 173.94	\$ 173.94	\$ -	\$ -
Total Off Campus Amount	<u>\$ 5,318.78</u>	<u>\$ 5,434.60</u>	<u>\$ 115.82</u>	<u>\$ 231.64</u>



OFFICE OF ADVANCMENT

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TO: Board of Curators
THROUGH: Dr. Kevin D. Rome, Sr., President
FROM: John Moseley, Director of Athletics
SUBJECT: Wellness Fee Allowances

(KDR)

*Willie Jude II
5/11/17*

In April 2014, the Board of Curators approved the Wellness Fee in the amount of \$75/semester for our students. At that time, a proposed budget was provided with the following breakdown:

Staffing	\$245,000.00
Departmental Student Labor	\$25,000.00
Annual Equipment Maintenance/replacement	\$60,000.00
Supplies	\$25,000.00
Training	\$10,000.00
Programing Funds	\$20,000.00

We would like to continue to grow our Campus Recreation and Wellness Department to service the needs of our students, faculty and staff. We are asking that funds collected from the Wellness Fee be available for use in other wellness projects and operational costs associated with the LINC. As it's currently written, we are prevented from covering professional development opportunities for our students and staff, outdoor recreational rentals, additional operating costs, additional facility improvements, etc.

Currently, the Wellness Fee financials are as follows:

11/2014 - 4/2017			
(30 months)			
Student Fees Collected to date		\$1,117,393.93	
Expenses to date	Paid		Encumbered
Student Labor	\$9,664.00		\$-
Casual Labor	\$5,344.00		\$-
Casual Fringe	\$245.40		\$-
Staff Labor	\$25,679.49		\$-
Staff Fringe	\$8,874.16		\$-
Equipment	\$272,660.80		\$1,020.00
Contractual	\$21,112.13		\$37,471.50
Travel	\$810.55		\$-
Supplies	\$60,896.82		\$12,623.12
Other Costs	\$3,351.29		\$410.00
Capital Replacement Fund	\$44,695.76		\$-
	\$453,334.40		\$51,524.62
Balance		\$612,534.91	

Exer Equip/Cabling/ Reimb. JCPR for Office Items
 Architectural Services / Equipment Service Package
 Prospective Employee Travel
 Wgts/Kettlebells/Air Pump/Xerball/Fitness Items
 Background Check / Employment Advertisement

With a balance of \$612,534.91 in the account currently, we are requesting that a portion of these funds be available to help fund the walkway project and lighting for the Reed Stadium project. Our students are walking down Chestnut St. and cutting behind the softball field to get to the LINC. Part of this new project is to put up lights and a security phone on the pathway that we'll be providing. This is a safety issue for our students.

Student Fees Projected per year	\$367,500.00	per month	\$30,625.00
Staff Wages per year	\$156,000.00	per month	\$13,000.00
Staff Fringe per year	\$53,000.00	per month	\$4,416.67
Student Labor per year	\$50,000.00	per month	\$4,166.67
Supplies	\$20,000.00	per month	\$1,666.67
Equipment Maintenance	\$10,000.00	per month	\$833.33
Travel	\$10,000.00	per month	\$833.33
Phones & Printing	\$7,000.00	per month	\$583.33
Additional Operating Expenses	\$5,000.00	per month	\$416.67
Contractual	\$5,000.00	per month	\$416.67
Training	\$5,000.00	per month	\$416.67
Cap Replacement Fund	\$14,700.00	per month	\$1,225.00
	\$335,700.00		
Balance	\$31,800.00		