

Lincoln University Board of Curators

SEPTEMBER 7, 2017

OPEN SESSION – Part I

1. Call To Order:

The Lincoln University Board of Curators Open Session was officially called to order by Board President Marvin O. Teer, Jr. at 8:30 a.m., on Thursday, September 7, 2017, in the Board Room, 201 Young Hall on the Lincoln University campus, Jefferson City, Missouri.

1. A. Roll Call: Curators present were: Don Cook, Greg Gaffke, Herbert Hardwick, Frank Logan, Winston Rutledge, and Marvin Teer. Curator Dana Cutler was absent.

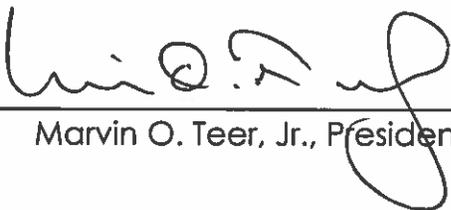
Rose Ann Ortmeyer recorded the minutes.

2. Motion for Closed Session:

Curator President Teer asked that the Board be given the authority to commence a closed meeting, possible closed vote, and possible closed record as follows: (1) "Legal actions, causes of action or litigation involving a public governmental body;" (2) "Leasing, purchase or sale of real estate by a public governmental body;" (3) "Relating to the hiring, firing, disciplining, or promotion of an employee of a public governmental body;" (6) "Scholastic probation, expulsion, or graduation of identifiable individuals;" (12) "Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected;" (13) "Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment;" (14) "Records which are protected from disclosure by law;" and other matters for which a closed meeting is authorized pursuant to Section 610.021 RSMo.

Curator Cook so moved. Curator Rutledge seconded the motion. Motion carried as follows:

Curator Cook	Yes	Curator Gaffke	Yes
Curator Hardwick	Yes	Curator Logan	Yes
Curator Rutledge	Yes		



Marvin O. Teer, Jr., President



Greg S. Gaffke, Secretary

Lincoln University Board of Curators

September 7, 2017

OPEN SESSION

1. Call To Order:

The Lincoln University Board of Curators Open Session was officially called to order by Board President Marvin O. Teer, Jr., at 1:10 p.m., on Thursday, September 7, 2017, in the Board Room, 201 Young Hall on the Lincoln University campus, Jefferson City, Missouri.

1. A. Roll Call: Curators present were: Don Cook, Greg Gaffke, Herbert Hardwick, Frank Logan, Winston Rutledge, and Marvin Teer. Curator Dana Cutler was absent. Rose Ann Ortmeyer recorded the minutes.

2. Approval of the Open Session Agenda (Action - Enclosure 1):

Curator Gaffke moved that Action Item 6. B. – Updates to the Lincoln University Rules and Regulations – be removed from the Open Session Agenda. Curator Logan seconded the motion. Motion carried. With this deletion, Curator Logan moved for approval of the Revised Open Session Agenda. Curator Cook seconded the motion. Motion carried.

3. Approval of the June 8, 2017 Open Session Minutes (Action - Enclosure 2):

Curator Rutledge moved for approval of the June 8, 2017 Open Session Minutes. Curator Cook seconded the motion. Motion carried.

4. Report from the Board President – Curator Marvin O. Teer, Jr.:

The Board of Curators presented a proclamation from Senator Mike Kehoe to Rose Ann Ortmeyer for her forty-two years of service to Lincoln University.

5. Reports from the Office of the President – Michael A. Middleton, Interim President (Enclosure 3):

President Michael Middleton gave a brief report on activities which have occurred since the last meeting of the Board of Curators. The report was for the Board's information only and required no action.

5. A. Progress Report from the Faculty Senate – Stephanie Clark, Chair (Enclosure 3): Stephanie Clark, Chair of the Faculty Senate, gave a brief report on Senate activities since the last meeting. The report was for the Board's information only and required no action.

5. B. Progress Report from the Staff Council – Mr. Cole Abbott, Chair:

There was no report from the Staff Council.

6. Action Items:

Academic/Student Affairs Committee

6. A. Shared Governance and Non-Voting Faculty Senate Representatives (Enclosure 4):

Dr. Debra Greene, Interim Provost and Vice President for Academic Affairs, reviewed the attached recommendation from the Faculty Senate to add a Non-voting Staff Representative and a Non-voting Student Representative to the Faculty Senate. Curator Rutledge moved for approval of the recommendation as presented. Curator Logan seconded the motion. Motion carried.

Budget and Finance Committee

6. C. FY18 Revised General Operating Budget (Enclosure 6):

Ms. Sandy Koetting, Chief Financial Officer, reviewed the Revised Fiscal Year 2018 General Operating Budget totaling \$35,468,290. The final budget approved by the Governor increased the state net appropriations by \$1,949,190, primarily due to the increased allocation for the land grant match. Curator Gaffke moved for approval of the Revised Fiscal Year 2018 General Operating Budget. Curator Logan seconded the motion. Motion carried.

7. INFORMATION ITEMS:

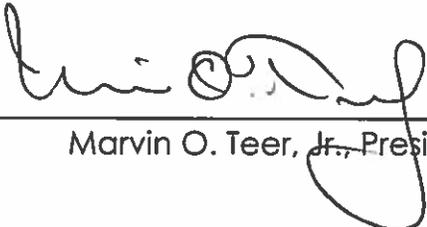
Enclosures 7-12 were for the Board's Information only.

8. Other Business:

There was no Other Business for discussion in Open Session.

9. Adjournment:

Curator Logan moved for adjournment of the Open Session. Curator Cook seconded the motion. Motion carried. The Open Session of the Lincoln University Board of Curators adjourned at 1:55 p.m.



Marvin O. Teer, Jr., President



Greg S. Gaffke, Secretary



ACTION ITEM

To: Lincoln University Board of Curators
Through: President Michael Middleton
From: Dr. Debra F. Greene, Interim Provost/VCAA
Date: August 21, 2017
Re: Shared Governance and Non-voting Faculty Senate Representative

I recommend the approval of the following items that were passed by the Faculty Senate in April.

Item #2: Proposal to Change Rules & Regulations: Chapter II—Shared Governance

Proposed Addition: 2.15.1 Non-voting Staff Representative to the Faculty Senate

1. In an effort to promote collegiality and transparency, and recognizing the importance of shared information and shared governance, the Staff Council shall be invited to appoint a member of the Staff Council as staff representative to the Faculty Senate.
2. The staff representative shall not have the right to vote on any matter before the Senate. However, when there is an item of business from the Staff Council which the staff representative wishes to share, the staff representative must submit in writing to the Faculty Senate ~~President~~ **chairperson**, no less than fourteen days in advance of the Faculty Senate meeting, the item to be placed on the Faculty Senate agenda. After review by the Senate ~~President~~

chairperson, and/or at the discretion of the Faculty Senate Executive Committee, the item may be placed on the agenda.

3. The term of the staff representative shall be two years.
4. The staff representative shall serve as a liaison between the Staff Council and the Faculty Senate.

Item #3: Proposed Addition: 2.15.2 Non-voting Student Representative to the Faculty Senate

1. In an effort to promote collaboration and foster increased communication between faculty and students, and recognizing the importance of shared information and shared governance, the Student Government Association shall be invited to appoint a member of the student government association as student representative to the Faculty Senate.
2. The student government representative shall not have the right to vote on any matter before the Senate. However, when there is an item of business from the Student Government Association which the student representative wishes to share, the student representative must submit in writing to the Faculty Senate President **chairperson**, no less than fourteen days in advance of the Faculty Senate meeting, the item to be placed on the Faculty Senate agenda. After review by the Senate President **chairperson**, and/or at the discretion of the Faculty Senate Executive Committee, the item may be placed on the agenda.
3. The term of the student representative shall be one year.
4. The student representative shall serve as a liaison between the Student Government Association and the Faculty Senate.

Provost/VPAA Perspective:

1. *The Faculty Senate can amend its by-laws in accordance with section 2.40 Amendments to the Faculty Senate Bylaws.*
2. *According to section 2.12 Leadership of the Faculty Senate, the Senate is presided over by an elected **chairperson**. There is no office or position of president in the Faculty Senate.*



LINCOLN
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OFFICE OF THE CHIEF FINANCIAL OFFICER

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TO: Members, Lincoln University Board of Curators
THROUGH: Michael Middleton, Interim President
FROM: Sandy Koetting, CFO
DATE: August 21, 2017
SUBJECT: FY18 Revised General Operating Budgets

You might recall in June, after the initial FY18 General Fund Operating Budget was presented, the Governor officially approved the FY18 state appropriation allocations. This final approval increased the state net appropriations to \$1,949,190, primarily due to the increased allocation for the land grant match. The new revised FY18 General Fund Operating Budget is \$35,468,290.

Your approval is requested.

If you have any questions, please let me know.

Attachment

**FISCAL YEAR 2018
GENERAL FUND BUDGET**

Functional Category	FY 17 Budget	FY 17 Actuals as of 4/30/17	FY 18 Budget Request	Revised FY 18 Budget Request	%	DIFF in revised FY18 budget
Instruction	\$ 12,384,944	\$ 9,639,404	\$ 11,189,037	\$ 11,189,037	33%	\$ -
Research	\$ 530,324	\$ 679,201	\$ 93,658	\$ 1,503,456	0%	\$ 1,409,798
Public Service	\$ 1,616,191	\$ 950,921	\$ 1,107,558	\$ 1,616,344	3%	\$ 508,786
Academic Support	\$ 2,377,292	\$ 1,820,792	\$ 2,019,197	\$ 1,964,794	6%	\$ (54,403)
Student Services	\$ 5,763,787	\$ 4,873,075	\$ 5,485,738	\$ 5,485,738	16%	\$ -
Institutional Support	\$ 7,324,316	\$ 5,268,665	\$ 6,889,616	\$ 6,974,625	21%	\$ 85,009
Operations/Maintenance	\$ 2,773,631	\$ 2,056,759	\$ 2,709,058	\$ 2,709,058	8%	\$ -
Scholarships/Waivers	\$ 2,656,166	\$ 2,281,362	\$ 2,656,166	\$ 2,656,166	8%	\$ -
Transfers ⁴	\$ 1,467,040	\$ 1,028,469	\$ 1,369,072	\$ 1,369,072	4%	\$ -
Totals	\$ 36,893,691	\$ 28,598,648	\$ 33,519,100	\$ 35,468,290	100%	\$ 1,949,190
Income Category						
State Appropriations ¹	\$ 20,455,480	\$ 15,384,943	\$ 17,324,897	\$ 19,274,087	52%	\$ 1,949,190
Tuition, Incidental & Mandatory Fees ²	\$ 15,636,661	\$ 15,361,404	\$ 14,896,931	\$ 14,896,931	44%	\$ -
Interest Income	\$ 40,000	\$ 62,531	\$ 50,000	\$ 50,000	0%	\$ -
Indirect Costs	\$ 425,000	\$ 340,259	\$ 422,000	\$ 422,000	1%	\$ -
Sales and Services	\$ 38,250	\$ 54,806	\$ 47,000	\$ 47,000	0%	\$ -
Other Sources	\$ 298,300	\$ 415,898	\$ 278,272	\$ 278,272	1%	\$ -
Fund Balance	\$ -	\$ -	\$ 500,000	\$ 500,000	1%	\$ -
Totals	\$ 36,893,691	\$ 31,619,841	\$ 33,519,100	\$ 35,468,290	100%	\$ (1,949,190)
Expenditure Category						
Salaries/Wages	\$ 17,979,686	\$ 14,347,323	\$ 16,120,898	\$ 17,580,758	48%	\$ 1,459,860
Fringe Benefits ³	\$ 6,193,097	\$ 4,439,222	\$ 5,432,864	\$ 5,961,857	16%	\$ 528,993
Student Labor	\$ 282,673	\$ 120,061	\$ 240,731	\$ 206,043	1%	\$ (34,688)
Subtotal Personnel	\$ 24,455,456	\$ 18,906,607	\$ 21,794,493	\$ 23,748,658	65%	\$ 1,954,165
Equipment Purchase	\$ 227,061	\$ 39,270	\$ 109,193	\$ 94,939	0%	\$ (14,254)
Contractual Services	\$ 3,944,140	\$ 3,398,793	\$ 3,510,082	\$ 3,586,027	10%	\$ 75,945
Travel	\$ 756,517	\$ 606,844	\$ 731,085	\$ 729,822	2%	\$ (1,263)
Consumable Supplies	\$ 538,912	\$ 398,583	\$ 464,325	\$ 404,966	1%	\$ (59,359)
Other Costs	\$ 1,844,790	\$ 1,352,364	\$ 1,832,458	\$ 1,830,379	5%	\$ (2,079)
Utilities/Communications	\$ 1,003,609	\$ 621,522	\$ 987,406	\$ 983,441	3%	\$ (3,965)
Scholarships/Waivers	\$ 2,656,166	\$ 2,246,196	\$ 2,720,986	\$ 2,720,986	8%	\$ -
Transfer Out ⁴	\$ 1,467,040	\$ 1,028,469	\$ 1,369,072	\$ 1,369,072	4%	\$ -
Subtotal Operations	\$ 12,438,235	\$ 9,692,041	\$ 11,724,607	\$ 11,719,632	35%	\$ 4,975
GRAND TOTALS	\$ 36,893,691	\$ 28,598,648	\$ 33,519,100	\$ 35,468,290	100%	\$ (1,949,190)

Notes

¹ State Appropriations is based on MDHE & Governor recommended budget (adjusted by the standard 3% Governor's Reserve).

² Tuition and Incidental fees are based on 62,874 credit hours.

³ Fringe benefits are calculated at 33% of salaries (across all funds).

⁴ Transfer out reflects \$300,000 to ORM for base amount, \$10,421 to ORM for reimbursement from VPAA renovations, \$205,120 to Plant for DNR Loan repayment, \$302,095 to Restricted for IDC, \$551,436 to Auxiliary.