

TRUMAN STATE UNIVERSITY
Kirksville 63501

OFFICIAL MINUTES
OF THE
BOARD OF GOVERNORS

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OPEN SESSION
OF MEETING ON
JUNE 18, 2022

The Board of Governors for Truman State University met on Saturday, June 18, 2022, on the University campus in Kirksville, Missouri. The meeting was held in the Conference Room (3000) of the Student Union Building. The open session of the meeting was called to order shortly after 1:00 p.m. by the Chair of the Board of Governors, Sarah Burkemper.

Participating in the meeting were all seven voting members: Sarah Burkemper, Philip J. Christofferson, Cheryl J. Cozette, Jennifer Kopp Dameron, Nancy Gingrich, Bill Lovegreen, and K. Brooks Miller, Jr.

Also participating in the meeting were two of the three non-voting members: Mike McClaskey, an out-of-state member, and Abigail Smeltzer, student representative. The second out-of-state member position is vacant.

Call to Order and Chair Report

Governor Burkemper called the meeting to order and welcomed all in attendance.

Welcome New Board Member – Bill Lovegreen.

On June 1, 2022, Missouri Governor Michael L. Parson appointed Bill Lovegreen as a member of the Truman State University Board of Governors, filling the expired term of Jimmy O'Donnell. The appointment, given that it occurred after the 2022 legislative session had ended, took effect immediately and will require Senate confirmation during the next legislative session. Governor Burkemper welcomed Governor Lovegreen to the Board.

Resolution of Appreciation – David Lee Bonner

David Lee Bonner, one of the two out-of-state members of the Truman State University Board of Governors, resigned from his role on the Board on May 31, 2022, and hopes to return to campus for Homecoming at which time the Board will appropriately recognize him for his service. Governor Dameron moved the adoption of the following resolution:

WHEREAS, the Honorable David Lee. Bonner served as a member of the Truman State University Board of Governors from January 8, 2013, to May 31, 2022, serving more than three years after his term had officially expired; and

WHEREAS, during his tenure on the Board, Governor Bonner displayed a genuine commitment to the University's quest for excellence and focus on student learning that will have a lasting impact on the future direction and successes of Truman State University; and

WHEREAS, Governor Bonner consistently carried out his duties while on the Board of Governors with a thorough and comprehensive approach, providing insight and asking pertinent questions, thereby contributing greatly to the success of the Board's deliberations; and

WHEREAS, as an alumnus of Truman State University, Governor Bonner serves as an outstanding representative of his alma mater, through his commitment to

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enriching the lives of those around him and providing a model of service to others by giving back to the University as well as to his community and the nation; and

WHEREAS, Governor Bonner, along with his wife Jennifer, whom he married while on the Board, and their beautiful daughter Penelope Maye, have endeared themselves to the Board and will always be considered valued members of the University community;

NOW, THEREFORE, BE IT RESOLVED that the Truman State University Board of Governors hereby expresses immense gratitude to the Honorable David Lee Bonner for his steadfast guidance and distinguished and commendable service as a member of the Board; and

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

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

Resolution of Appreciation – James J. O'Donnell

On June 1, 2022, Missouri Governor Michael L. Parson appointed Bill Lovegreen to fill his expired term of Jimmy O'Donnell. Governor O'Donnell hopes to return to campus for Homecoming at which time the Board will appropriately recognize him for his service. Governor Christofferson moved the adoption of the following resolution:

WHEREAS, the Honorable James J. "Jimmy" O'Donnell served as a member of the Truman State University Board of Governors from March 1, 2012 to May 31, 2022, serving as Secretary in 2013, Vice Chair in 2014, and Chair in 2015; and

WHEREAS, Governor O'Donnell, during his tenure on the Board, displayed an unqualified commitment to the University's quest for excellence and focus on student learning that will have a lasting impact on the future direction and successes of the University; and

WHEREAS, Governor O'Donnell consistently carried out his duties while on the Board with the highest level of professionalism, which along with his good humor, inside perspective of athletics, and being a man of relatively few words that carried great weight, earned him the respect and the admiration of the Board; and

WHEREAS, as an alumnus of Truman State University, Governor O'Donnell serves as an exceptional representative of his alma mater, demonstrating from his own experience what it takes to be a successful student-athlete at the collegiate level, displaying unwavering support for the Bulldog athletic program, enriching

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the lives of those around him, and providing a model of service to others by giving back to the University and his community; and

WHEREAS, Governor O'Donnell along with his wife Amber and children Molly and Little Jimmy have endeared themselves to the Board and will always be considered valued members of the University community;

NOW, THEREFORE, BE IT RESOLVED that the Truman State University Board of Governors hereby expresses immense gratitude to the Honorable James J. "Jimmy" O'Donnell for his decade of distinguished and commendable service as a member of the Board; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to Governor O'Donnell as a tangible expression of deep appreciation and felicitation.

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

Commendation of National Champion in Interviewing and Impromptu Speaking – Ella Schnake

Ella Schnake, a second year political science and international relations major from Raymore, Missouri, was named National Champion in Interviewing and National Champion in Impromptu Speaking at the Pi Kappa Delta Biennial National Tournament and Convention held on March 9-12, 2022, in Orlando, Florida. Ella hopes to attend the August Board Meeting at which time the Board will present its commendation. Governor Dameron moved the adoption of the following resolution:

WHEREAS, the Truman State University Board of Governors desires to recognize students whenever they attain excellence in nationally competitive activities; and

WHEREAS, Ella Schnake, a second year political science and international relations major and a member of the Truman State University Forensics Union, was awarded a National Championship in Interviewing and a National Championship in Impromptu Speaking at the Pi Kappa Delta Biennial National Tournament held on March 9-12, 2022, in Orlando, Florida; and

WHEREAS, Ella was selected to perform her Impromptu Speaking presentation in the Showcase of Champions; and

WHEREAS, Ella added to her National Championship honors by also receiving a Superior award (given to the top ten percent in a field) in Dramatic Interpretation and Prose Interpretation, and an Excellence Award (given to the next top twenty percent in a field) in Program Oral Interpretation and Duo Interpretation; and

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WHEREAS, the 2022 Pi Kappa Delta Biennial National Tournament hosted sixty-nine schools across the nation and had more than one thousand entries:

NOW, THEREFORE, BE IT RESOLVED that the Board of Governors of Truman State University hereby expresses its great appreciation and commendation to Ella Schnake for her extraordinary achievements and exemplary representation of the University; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to Ella as a tangible expression of appreciation and felicitation.

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

Minutes for Open Session of Meetings on April 9, 2022

Governor Gingrich moved the adoption of the following resolution:

BE IT RESOLVED that the minutes for the open session of the meeting on April 9, 2022, be approved.

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

President's Report

Dr. Susan L. Thomas, University President, provided a report on items of current interest. In addition to sharing a selected engagements report, she provided updates on end-of-session legislative actions including budget recommendations, noting that Missouri Governor Michael L. Parson has until June 30, 2022, to sign the budget bills. At the conclusion of her report, President Thomas and the Board of Governors gratefully acknowledged Executive Vice President of Academic Affairs and Provost Janet Gooch, as this was her final Board meeting before becoming Chancellor at the University of Illinois – Springfield.

Faculty Senate Report

Dr. K. Scott Alberts, 2021-22 Faculty Senate President and Professor of Statistics, and Dr. Kathryn Brammall, 2022-23 Faculty Senate President and Professor of History, provided the annual Faculty Senate Report.

Academic Affairs and Student Services Committee Report

Governor Gingrich, Chair of the Academic Affairs and Student Services Committee, provided a report on the committee meeting held on June 13.

Enrollment Management Report

Dr. Tyana Lange, Vice President for Student Engagement, Enrollment, and Marketing, provided an Enrollment Management Report.

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Finance and Auditing Committee Report

Governor Burkemper, Chair of the Finance and Auditing Committee, provided a report on the committee meeting held on June 13.

Financial Report

Governor Burkemper presented the Financial Report which included a review as of April 30, 2022, of education and general revenues and expenditures and auxiliary system revenues and expenditures, and a review as of April 30, 2022, of the Truman State University Foundation revenues and expenditures.

Budget and Capital Projects Committee Report

Governor Christofferson, Chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held on June 13.

Construction Projects Report

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

Contracts for Construction Projects and Equipment Purchases

Governor Christofferson noted that no construction projects and one equipment purchase totaling \$25,000 to \$100,000 had been approved since the last meeting of the Board.

<u>Item</u>	<u>Budget</u>
No-Till Drill	\$39,500

State Capital Improvement and Maintenance Request

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that the FY2024 State Capital Improvement and Maintenance Request, to be submitted to the Coordinating Board for Higher Education and the Office of Administration, be approved and ratified; and

BE IT FURTHER RESOLVED that a copy of the document, which lists total requests of \$104,506,000 for FY2024 thru FY2028, be attached to the minutes as an exhibit; and

BE IT FURTHER RESOLVED that the President of the University is authorized to revise costs estimated based on additional input from the Office of Administration and to negotiate the priorities list and requested amount with the legislature, Governor, and the Missouri Department of Higher Education and Workforce Development as appropriate.

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

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Architectural Services – Kirk Building Renovation

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that the proposal from PGAV Architects to provide architectural services for the Kirk Building Renovation, with the fees and work for such services to be within the guidelines of the proposal, be approved; and

BE IT FURTHER RESOLVED that the President of the University, or her designee, be authorized to execute a contract with the firm for the project; and

BE IT FURTHER RESOLVED that a copy of the proposal be attached to and made a part of the minutes for this meeting.

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

Operating Budgets FY2023

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that the “Operating Budgets for Fiscal Year 2023” be approved and adopted; and

BE IT FURTHER RESOLVED that the President of the University is authorized to adjust the operating budget should state appropriations levels change; and

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

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

Salary Policy Revisions

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that the following revised salary and wage policies be approved:

- 1) Policy for Exempt and Salaried/Comp Time Eligible Staff Salaries;
- 2) Policy for Non-Exempt Staff Salaries;
- 3) Policy for Hourly Personnel Wage Rates;
- 4) Policy for Unit I Wage Rates; and
- 5) Academic Promotion Salary Increase AY22-23; and

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BE IT FURTHER RESOLVED that a copy of the five documents be attached to and made a part of the minutes for this meeting.

The motion was seconded by Governor Dameron and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the Secretary designated copies of the documents as Exhibit D.

Resolution Amending Chapter 10 of the Code of Policies of the Board of Governors Pertaining to Fiscal and Business Affairs - Personnel

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that Chapter 10 of the Code of Policies is hereby amended to provide faculty and staff with up to seven (7) weeks of paid parental leave. Other changes include updated legal definitions, clarification among types of leave, and other changes to improve comprehension. Revisions are reflected in Attachment B. indicates insertions, while **[bold, bracketed, strikethrough]** indicates deletions. Text not marked remains unchanged and in effect.

The motion was seconded by Governor Gingrich and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the Secretary designated a copy of the revisions as Attachment B.

Purchase of Equipment – Learning Management System

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that the purchase of the following item be approved:

<u>Item</u>	<u>Budget</u>
Learning Management System	\$150,000

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

Agenda Items for Future Meetings

Governor Burkemper 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, August 6, 2022, 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

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

Friday, October 7, 2022;
Saturday, December 3, 2022;
Saturday, February 4, 2023;
Saturday, April 1, 2023; and
Saturday, Saturday, June 17, 2023.

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

Agenda Items for Closed Session

Governor Miller moved the adoption of the following resolution:

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

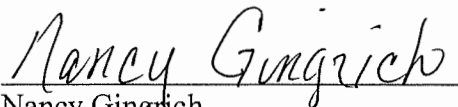
1. Approval of minutes for the closed session of the last meeting under Subsection 14 of the statute for "Records which are protected from disclosure by law";
2. Individual personnel actions under Subsection 3 of the statute for "Hiring, firing, disciplining or promoting of particular employees by a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

The motion was seconded by Governor Gingrich and carried by a unanimous vote of 7 to 0, with Governors Burkemper, Christofferson, Cozette, Dameron, Gingrich, Lovegreen, and Miller voting Aye. Governor Burkemper declared the motion to be duly adopted.

The closed session of the meeting began shortly after 3:15 p.m.

The open session of the meeting resumed shortly after 5:00 p.m.

There being no further business, Governor Dameron moved that the meeting be adjourned. The motion was seconded by Governor Gingrich and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the meeting adjourned shortly after 5:05 p.m.



Nancy Gingrich
Secretary of the Board of Governors

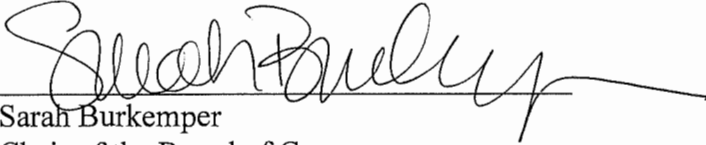
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I hereby certify that the foregoing minutes
were approved by the Board of Governors
on the 6th day of August 2022.

A handwritten signature in cursive script, appearing to read "Sarah Burkemper", written over a horizontal line. The signature is fluid and extends to the right of the line.

Sarah Burkemper
Chair of the Board of Governors

ITEM K.3
State Capital Improvement and Maintenance Request

Nancy Gingrich

DESCRIPTION AND BACKGROUND

Capital funds requests are submitted to the Coordinating Board for Higher Education and the Division of Design and Construction, Office of Administration. This request outlines priorities for the next five years, or Fiscal Year 2024 through Fiscal Year 2028.

For FY2024 to FY2028, the requested funds are in the following broad categories:

Repair and Renovation	\$ 89,230,000
New Construction	<u>\$ 15,276,000</u>
	\$104,506,000

1. Emergency Electrical Backup System, FY2024

The emergency electrical backup system would provide electrical power to campus in the event of a natural disaster, terrorist act and other emergencies. Truman currently houses approximately 50% of its students on campus. Current backup power sources are very minimal and only provide basic lighting for emergency exits, elevators, and fire pumps. Heating, cooling, refrigeration, computer systems, food preparation equipment, and other critical systems would be unable to support the students, faculty, and support staff. Emergency electrical power would also not be available to support the three emergency shelters located on campus that support the University, City of Kirksville, and Adair County. This project involves the construction of a building to house equipment and purchase diesel generators and necessary switch gear to support key campus buildings especially maintaining heating or cooling for main buildings to include living areas, food services areas, and designated emergency shelter areas. It would also include distributed generator systems for facilities not served by the primary electrical substation for campus.

2. Power Systems Infrastructure, FY2024

Much of the campus power and utility infrastructure dates from the period of rapid campus expansion in the 1960s. The current electrical substation is at capacity and, as a result, several major buildings have been removed from the campus grid. This project would implement plans identified in the utility master plan to upgrade the steam, chilled water, and electrical service on campus.

3. McClain Hall, FY2025

This project is designed to update McClain Hall (46 years old) to meet current building standards and also provide renovated spaces for academic and administrative needs. Major changes will include the heating and air conditioning systems, lighting, and related mechanical systems. As part of the project, the open bridge connecting Baldwin and McClain would be replaced with a structure linking the buildings. Academic departments benefiting from this project include History, Political Science and International Relations, Economics, and Philosophy and Religion. Administrative offices and the campus data center would also be reconfigured to meet current needs.

4. Pickler Memorial Library, FY2025

Renovation of Pickler Memorial Library is needed to meet evolving technology. In 2024, it will be over 33 years since the major addition was constructed. It will be necessary to remodel the facility to

meet current standards such as lighting and HVAC systems, make modifications to adapt to new technologies and instructional delivery patterns.

5. Violette Hall, FY2026

Renovation of Violette Hall is needed to meet changing instructional needs and update the technological infrastructure as well as the HVAC systems in the building. This structure houses the School of Business as well as the Departments of Education, Mathematics, Statistics, and Computer Science. By 2024, it will be 29 years since the building was last fully renovated.

6. Barnett Hall, FY2026

Renovation of Barnett Hall will be due based on a 20-year cycle. This will include updates to meet instructional needs, technology infrastructure, and HVAC systems. This structure houses five academic departments and serves a large number of students.

7. Maintenance/Central Receiving Facility, FY2027

This priority includes new maintenance shops, garages for vehicles and a central receiving facility. Existing facilities to be replaced include a group of metal structures from a former implement dealer site which are over 55 years old. Currently, Truman has no central receiving facility.

8. Ophelia Parrish, FY2028

Renovation of the Fine Arts Center will be needed to update HVAC, technology, and life safety features. This facility was renovated and expanded in 2000. Improvements will be needed to meet changing instructional patterns and improve efficiency of the structure.

FY 2023 State Capital Improvement and Maintenance Request

<u>Project/Facility</u>	<u>Category</u>	<u>Priority</u>	<u>Request</u>	<u>Fiscal Year</u>
Emergency Electrical Backup System	N	1	\$ 5,647,000	2024
Power Systems Infrastructure	RR	2	\$ 22,957,000	2024
McClain Hall	RR	3	\$ 19,440,000	2025
Pickler Memorial Library	RR	4	\$ 11,358,000	2025
Violette Hall	RR	5	\$ 9,823,000	2026
Barnett Hall	RR	6	\$ 9,795,000	2026
Maintenance/Central Receiving Facility	N	7	\$ 9,629,000	2027
Ophelia Parrish Center	RR	8	\$ 15,857,000	2028
		TOTAL	\$104,506,000	

RR = Repair and Renovation

N = New Construction

NOTE: The Office of Administration has not provided construction inflation rates for FY2024 requests at this date. Projects have been increased by 8% from FY2023 estimates, but may be adjusted if guidance is received from the Office of Administration.

EXHIBIT B

PGAV ARCHITECTS

STATEMENT OF QUALIFICATIONS KIRK BUILDING RENOVATION

TRUMAN STATE UNIVERSITY

April 1, 2022



Statement of Qualifications

PGAV ARCHITECTS
1900 W. 47th Place
Suite 300
Westwood, KS 66205
913.362.6500

April 1, 2022

Lori Shook, AUID
Campus Planning
Truman State University

Re: Renovation of Kirk Building

Dear Lori and Members of the Selection Committee:

Kirk Building has now served Truman State for nearly 100 years, its role evolving as the University's needs have changed over time. Once "the" place to be on campus for basketball games, dances, intramural sports, and special events, the handsome structure now stands vacant and ready to serve a new purpose. Its central location, solid construction, and historical significance make Kirk Building a valuable and versatile resource. We're excited by your vision to reimagine this important facility as a new Student Success Center at the heart of campus, serving both Truman State University and the surrounding Kirksville community.

Throughout our firm's 57-year history we've had the opportunity to work with over 50 colleges and universities in enhancing their facilities to advance their mission. This experience has provided unique insights into every aspect of higher education, including recent initiatives to collocate student services around an integrated and collaborative service model. We understand the value of bringing these essential services together to provide a seamless and cohesive experience for your students.

We also understand what it takes to renovate an early 20th century structure to meet 21st century needs. Like we did with Baldwin Hall a few years ago, we will work diligently to preserve the good, repair the bad, and make improvements that meet your current and future needs while blending seamlessly with the historic fabric of the building, breathing new life into this iconic structure. Our goal is to deliver a project that is both respectful of the past, and well-equipped for the future.

We've assembled an exceptional team of highly qualified, enthusiastic, and effective professionals for this assignment. Our team includes Henderson Engineering for MEP, Bob D. Campbell for structural, Staat for masonry restoration, and Anderson Engineers for civil. We've collaborated with each of these firms on previous projects on your campus and consider them each trusted partners who share our values and our commitment to making the most of this rare opportunity.

The pages that follow highlight our team's credentials, which we hope will demonstrate why PGAV and our consultants are uniquely qualified to maximize this project's potential. We're excited by the prospect, and eager to meet with you in-person to discuss the possibilities further.

Sincerely,



Steve Troester
Principal



Steve Cramer
Vice President

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About PGAV Architects

PGAV is a nationally recognized planning and design firm specializing in next generation environments for learning, working, and living across the spectrum of institutional, academic and commercial sectors. For over 57 years, the firm has successfully guided its clients through the creative process of discovery, design and implementation to create benchmark, high performance facilities, inspired by the uniqueness of each client and place, and in the firm's belief that design can be transformative—empowering people, organizations and communities.

The firm's work on 60 college and university campuses is focused on student centered, 21st Century learning environments that empower students to take charge of their education through interactive experiences and hands-on learning. In addition, PGAV's science and technology practice has included signature projects for notable institutional and private sector clients, placing PGAV at the center of our region's rapid development as a national and global center for research, innovation and discovery.

Since its founding in 1965, PGAV has grown to become a diverse firm of 130 professionals including architects, interior designers, landscape architects, urban and campus planners, graphic designers, and brand specialists. PGAV is guided by a commitment to help its clients achieve their goals by providing an integrated combination of specialized expertise with a proven approach to design, project management and financial stewardship.



WISCONSIN UNIVERSITY - MORRIS HALL RENOVATION AND ADDITION



PGAV Staff Overview

We are excited by the opportunity to continue working with Truman State University to design and prepare construction documents for the renovation of Kirk Building.

PGAV provides the advantages of strong regional presence, midwest work ethic, and successful eight year history with Truman State University on similar renovation projects. Our team is committed to providing consistent, responsive professional service from pre-design through project close-out.

Years in Operation: Founded in 1965

Firm Size: 130 Professionals

Locations: Westwood, Kansas
 St. Louis, Missouri

Firm Leadership: Steve Troester, AIA, LEED AP, Principal
 Mike Schaadt, AIA, LEED AP, Principal
 Steve Cramer, AIA, LEED AP, Vice President
 Chris Davis, AIA, LEED AP, Vice President

Services : Architecture
 Interior Design
 Programming
 Master Planning
 Planning & Urban Design
 Sustainable Design
 Building Renovations
 Financial Feasibility Studies
 FF&E Procurement
 Construction Administration





Team Engineers

Henderson Engineers (HEI) is a national building systems design firm. The systems they design help bring buildings to life by providing air and water flow, lighting, power, and technology integration. They know their work is about the people, experiences, and potential inside. At the core of every project, you'll find them working with integrity, intelligence, and care. Henderson is as passionate about people as we are about their work, and that unique focus ensures we can meet our clients' needs. Their technical accuracy, attention to detail, and knowledge of where the industry is headed helps drive them to make every project the best it can be. The firm has teamed with PGAV on numerous projects for 40+ years including higher education buildings.

Bob D. Campbell and Company (BDC) is a privately owned structural engineering design firm established in 1957. The firm is well known by the architectural community for its creative and practical solutions to design and construction challenges, and for its commitment to providing quality structural engineering services in a timely manner. BDC has provided structural engineering on a variety of educational facilities including structural reviews, additions, renovations, and new construction. The firm has teamed with PGAV on numerous projects for 40+ years including higher education buildings.

Anderson Engineering, Inc (AE) is an employee-owned consulting firm specializing in providing civil, geotechnical engineering, land surveying, construction materials testing and inspection services for institutional and civic market sectors. Founded in 1954, AE has grown to 170+ employees in 10 offices, with Missouri offices located in Springfield, Kansas City, Columbia, Joplin, Carthage, and Monett. Their professional team allows them to provide client's all their engineering needs.

STAAT, Inc was founded in 2014, specializes in tuckpointing, waterproofing, joint sealing, graffiti removal, brick cleaning, air barrier, below grade damproofing on vintage buildings, and roof coatings, as well as new construction projects. Over the years, Staat, Inc. has also grown into specialists in renovation and preservation of historical landmarks, such as the Missouri Botanical Gardens. Their team of professionals is amply equipped to provide outstanding workmanship suited to your custom specifications. This includes a concentrated attention to de-tails such as cut and depth of mortar joints, flawless color matching of mortar, brick and stone, and knowledgeable use of chemical cleaners. Their work is seamless and invisible, the hallmark of the best workmanship, and they have worked on over 175 projects this past year.



Design Team Expertise

HIGHER EDUCATION EXPERIENCE

PGAV's higher education planning and design expertise spans over 40 years and includes successful projects on over 55 college and university campuses. PGAV's focus on higher education projects has immersed the firm in the trends, innovative approaches, standards and guidelines, and the ever-evolving integration of technology into the educational environment that is transforming 21C learning environments.

Over the last decade, higher education has been undergoing a massive transformation. Recent events have accelerated the change and are causing universities to redefine their very nature including how education is delivered. Many factors are impacting facility plans and priorities, including the need for spaces to support changing methodologies for teaching/learning, research, and outreach, along with shifting demographics and academic programming.

We pride ourselves in bringing industry leading expertise to help our clients address the challenges and opportunities inherent in any project and realize the greatest possible vision for their projects.

Our experience in 21C academic environments includes:

- Active Learning Classrooms
- Learning Commons
- Welcome Centers
- Student Success Centers
- Professional Schools
- Teaching & Simulation Labs
- Research Labs
- Libraries & Archives
- High Density Library Storage Facilities
- Applied Learning Centers
- Performing & Fine Arts
- Dining
- Athletics & Wellness Centers
- Administrative Workspace
- Campus Planning



SPECIALIZED EXPERTISE

PGAV brings exceptional experience in the programming, design and delivery of higher education learning environments. Our higher education portfolio includes landmark buildings across the academic and research spectrum. Our holistic planning and design approach will focus on solutions that integrate programming, architecture, building systems, and interior design. For your project, we will draw upon our depth of experience in the design of integrated student support facilities, and our familiarity with the Truman State campus and context to develop a design solution which is responsive to the University's functional, aesthetic, technical and budgetary goals.

COMPLEX RENOVATION EXPERTISE

PGAV will utilize our expertise in the planning and design of complex building renovation projects to transform the existing facility into a state-of-the-art environment for student success. We are familiar with the challenges associated with complex renovations. Successful renovations require attention to detail and consideration of multiple factors including:

- **Verification Of Existing Conditions:** Early and thorough verification and documentation of existing building systems and conditions

- **Building Code and ADA Compliance:** Confirmation of measures needed to bring aging facilities into compliance with current codes
- **Structural System Assessment:** Existing structural module column spacing and floor to floor heights drive adaptive re-use options
- **MEP&FP Systems Assessment:** Holistic strategies to address aging equipment and infrastructure and reduce operational costs
- **Exterior Envelope Assessment:** Restore integrity of roof and skin, consider opportunities for aesthetic enhancements, increase daylight and improve energy performance if needed
- **Building Safety And Security Assessment:** Integrate strategies to increase safety and security of building occupants
- **Vertical Circulation:** Address capacity, locations and condition of vertical conveyance
- **Historic Preservation:** Assessment of building features with historic significance, and improvements that blend seamlessly with original design
- **Budget Considerations:** The project budget drives many decisions. PGAV prides itself on developing an understanding of the project budget early on and working hard to align project scope and budget at each phase of design



PLANNING AND DESIGN APPROACH

PGAV's approach and anchoring principle—holistic design—embraces a review of all qualitative and quantitative factors by which a best performing, or best value, concept is studied, selected and developed. With our design philosophy, process and outcome are intertwined. The process is inclusive, responsive and focused on collaboration. This collaborative effort is carefully managed and documented so all stakeholders, management and campus leadership can share in generating an understanding of realities and opportunities.

Effective communication, a plan for stakeholder engagement and a clear decision-making structure will be vital to realizing project success. Our process is highly collaborative and inclusive, and we will provide the University with the benefit of our considerable experience listening carefully to the needs, concerns, and goals of all the project stakeholders to develop a holistic and exceptional design solution.

Our approach is team oriented with the goal being to achieve consensus with client participation. We understand it is our responsibility to determine what works best for Truman State by listening and interacting with your unique community of stakeholders. We will engage your stakeholders in an open, interactive process, searching for ideas that bring best value and fit within your culture. PGAV's methodology utilizes a workshop style approach, bringing our expertise with academic facilities, knowledge of best practices, and experience in design charrettes to illustrate ideas and concepts that can be explored and tested.

We pride ourselves in our ability to listen and to translate information into innovative solutions while providing “lessons learned” from our deep and relevant project experience. We look forward to developing a thorough understanding of the intricacies of your unique facility.

SUSTAINABLE DESIGN

PGAV is a recognized leader in sustainable design and architecture with 24 recent projects that have achieved or are registered to achieve LEED certification including facilities at the Gold and Platinum levels of certification. We believe in the power of the buildings we design to demonstrate the benefits of sound environmental stewardship. We believe sustainability includes finding the right balance between sustainable features that bring the highest level of value; maximizing the long-term benefits of efficient design with the academic and budgetary goals for the project.



K-STATE UNIVERSITY JUSTIN HALL RENOVATION AND ADDITION - LEED GOLD CERTIFIED



UMKC MILLER NICHOLS LEARNING CENTER - LEED CERTIFIED

TECHNOLOGY PLANNING

The majority of PGAV’s higher education projects involve the design of technology rich spaces requiring detailed planning and coordination of instructional or virtual reality technology, computers and telecommunications systems. Our project team is familiar with the latest trends in audiovisual, presentation and distance learning technology as well as student friendly furniture systems that seamlessly support technology.

PGAV’s completed projects include numerous successful collaborations with leading instructional technology consultants. We will utilize a systematic approach to create forward thinking technology integration solutions that consider proven systems and the emerging technologies

that will affect your project in the future. We will work collaboratively with Truman State to create an instructional technology program and supporting cost estimates to help you establish a budget for appropriate investment to meet your educational and communication needs.

COST EFFECTIVE DESIGNS

PGAV maintains an exceptional track record of cost control. We have programmed, designed and built over 20 higher education projects at or below budget in the last four years. Our repeat clients are a testament to our success in designing to budget, accurately estimating costs, and delivering technically demanding projects at a consistently high level of quality.

RECENT PROJECTS — BUDGET VS. BIDDING	BID DATE	BUDGET	BID/ACTUAL	RENOVATION	EXPANSION	NEW
SOM Center for Translational Neuroscience, University of Missouri	2015	\$3.3M	\$2.7M	●		
Spencer Hall & School of Biological Sciences Renovation, UMKC	2016	\$17.6M	\$17.5M	●		
Center for Applied Technology, Fort Hays State University	2016	\$12.9M	\$11.1M			●
Baldwin Hall Renovation, Truman State University	2016	\$11.7M	\$12.5M	●		
SOM First Floor Research Laboratories, University of Missouri	2017	\$2.6M	\$2.5M	●		
Pickler Library Renovation, Truman State University	2018	\$2.6M	\$2.5M	●		
Student Center & Library Renovation, Johnson County Community College	2018	\$13.7M	\$13.0M	●	●	
Akers Energy Center Boiler Replacement, Fort Hays State University	2018	\$3.1M	\$2.9M	●		
Department of Agriculture Lab, K-State University Foundation	2019	\$7.2M	\$7.2M			●
Murphy Hall Entry Plaza Renovation, University of Kansas Medical Center	2020	\$0.7M	\$0.7M	●		
3rd Floor Renovation Miller Nichols Library, UMKC	2020	\$2.8M	\$2.1M	●		
Cunningham Student Center, MidAmerica Nazarene University	2020	\$16.0M	\$15.9M			●
Center for Student Success, Fort Hays State University	2021	\$12.6M	\$12.0M			●
Pershing Hall North Renovation, Truman State University	2021	\$3.5M	\$3.479M	●		

LIFE CYCLE COST ANALYSIS

Life cycle cost analyses are performed for the majority of our projects to meet energy budget targets and to identify and determine the economic effects, advantages and disadvantages of alternative building systems and approaches.

We utilize a values-based process which is founded upon:

- Full team participation and collaboration
- Evaluation of building systems which considers costs over the course of the system's service life—from acquisition, through operation/maintenance to disposal
- Tailoring the LCCA methodology to meet project needs—ranging from simple “back of the envelope” studies to detailed assessments with researched input data and quantitative analysis

This LCCA method allows our team to develop building system strategies which balance scope, budget, quality and long-term performance. PGAV will lead the effort to identify and answer key questions, establish priorities, explore and evaluate options, and develop information and recommendations to inform decision-making.



COST ESTIMATING / DESIGN WITHIN BUDGETS / MEETING PROPOSED SCHEDULES

We routinely deliver higher education projects within budget and on schedule. PGAV has a long history helping clients to establish and verify budgets for major projects. We recognize that early alignment of the scope of work and budget is essential to a successful project. Developing a comprehensive understanding of the anticipated scope of work and all relevant factors that have an impact on cost are essential in the establishment of an appropriate project budget that will lay the foundation for success in subsequent design phases.

A complete understanding of the construction cost and total project budget is the foundation of each project's cost control plan. We utilize estimating tools and techniques, including data from recently bid and/or completed projects, and an analysis of the project's major cost drivers to develop a comprehensive understanding of cost. Construction cost drivers include; program area and type of space, building efficiency ratios, building systems, sitework and utilities, schedule, escalation for inflation, location, construction procurement method, and Owner's bidding requirements.

Our team will develop and manage appropriate estimating and construction contingencies from start to finish, effectively managing risk and ensuring design phase continuity. We utilize Building Information Modeling to develop quantity take-offs to maximize accuracy in estimating and competitiveness in the bidding process. We also apply strategies for bid day success including designing to 95% of the available construction budget and creating bid alternates for additional bid protection.

Maintaining a project's schedule requires strong project management and thoughtful use of our stakeholder's time during the design and review process. Project Manager Steve Cramer brings exceptional and directly relevant experience with the design and execution of demanding assignments and a gift for organizing and directing the efforts of integrated project teams. We will develop realistic milestones for achieving design phase completion and design reviews and will work in a spirit of partnership with the Contractor to keep the project on schedule.



KANSAS STATE UNIVERSITY COLLEGE OF BUSINESS ADMINISTRATION

WORKING WITH CONTRACTING PARTNERS

PGAV has a successful track record of experience with multiple project delivery models, including Design/Bid/Build, Construction Manager at Risk, Construction Manager Agency, and Design-Build contracts. We are comfortable working in any of these arrangements and routinely provide guidance to our clients regarding the advantages and disadvantages of adopting a particular delivery method for a specific project. Our consistent goal is to help our clients develop and complete their projects in a timely, cost effective manner while achieving a high level of quality and the greatest level of value.

MANAGING PERSONNEL/WORKLOAD

PGAV's architectural and engineering project team is available and prepared to begin work immediately. The timing of your project fits well with our current workload and we do not foresee any limitations in our ability to service your project. Due to COVID-19 public health recommendations we currently have some staff working from home, while others remain in the office. We remain committed to providing the same level of service our clients have come to expect from us, despite current challenges brought about by the pandemic. We are confident in our ability to work virtually and in-person with you as required over the course of this assignment using a variety of digital meeting and collaboration tools to enhance our design process while maintaining all necessary safety protocols.





STEVE TROESTER

AIA, LEED AP
 PRINCIPAL-IN-CHARGE
 PGAV ARCHITECTS
 913.362.6500; steve.troester@pgav.com

BIOGRAPHY

As Principal-in-Charge, Steve will provide executive leadership to the design team. Steve's exceptional communication and design skills, combined with his ability to define and solve problems, allow him to effectively lead the project team and stakeholder groups through the exploration, design and consensus building process. He is an effective team leader who recognizes the importance of marshaling the creative energy, experience, and skill of his diverse project team in order to create solutions which respond to his clients' mission and strategic goals.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pickler Library Modernization; Baldwin Hall Renovation; McClain Hall Elevator Replacement; Pershing Hall North Renovation

Kansas State University – Manhattan, Kansas

Hale Library Recovery and Renovation; College of Business Administration; Justin Hall College of Human Ecology Renovation and Addition

MidAmerica Nazarene University – Olathe, Kansas

Cunningham Student Center; Athletics Facilities Master Plan

Fort Hays State University – Hays, Kansas

Student Success Center; Center for Applied Technology; Hammond Hall Center for Networked Learning

Baker University – Baldwin City, Kansas

Mulvane Hall Renovation and Addition

Johnson County Community College – Overland Park, Kansas

Carlsen Center for the Arts; Student Center Renovation and Addition

Washburn University – Topeka, Kansas

Morgan Hall Welcome Center; KBI Forensic Science Center



STEVE CRAMER

AIA, LEED AP
 PROJECT MANAGER
 PGAV ARCHITECTS
 913.362.6500; steve.cramer@pgav.com

BIOGRAPHY

Steve is a Project Manager for many of the firm's most technically challenging and successful higher education projects. His primary goals are to ensure his client's vision is realized, communications occur seamlessly, and milestone deliverables are complete and submitted on schedule. A Vice President of PGAV, Steve brings more than 15 years of leadership and design experience to his wide-ranging higher education, library and laboratory assignments.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pickler Library Modernization; Baldwin Hall Renovation; McClain Hall Elevator Replacement; Pershing Hall North Renovation

Kansas State University – Manhattan, Kansas

College of Business Administration; Hale Library Recovery and Renovation; Mosier Hall Research Laboratory Renovation; Waters Hall Agricultural Economics Renovation; Counseling Services Renovation

University of Missouri-Kansas City

School of Biological and Chemical Sciences Renovation; SCE Robert W. Plaster Center Programming and Owner's Technical Consultant; Bloch Heritage Hall Renovation; Miller Nichols Library Transformation

University of Missouri – Columbia, Missouri

SOM 1st Floor Lab and Morgue Renovation; Trulaske College of Business; Library Depository Building; Ellis Library Renovation

Oklahoma State University – Stillwater, Oklahoma

Edmon Low Library Master Plan; Library Auxiliary; DASNR New Frontiers Ag Hall Feasibility Study

Missouri University of Science & Technology – Rolla, Missouri

General Services Building OTC



TIM OVERSTREET

RA, LEED AP
ARCHITECT
PGAV ARCHITECTS

BIOGRAPHY

Tim's architectural abilities range from conceptual design to construction administration on educational, institutional and public buildings. He has a strong background in virtual modeling, and leverages BIM extensively in the design and construction administration process. As the project progresses, he will ensure design concepts and client goals are carried through in the details. Tim excels at clear client communication and design abilities that demonstrate a strong understanding of the realities of the built environment.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

McClain Hall Elevator Replacement

City of Olathe, Kansas

Olathe Police Department Phase II

City of Leawood, Kansas

Parks Maintenance Facility

City of Kirksville, Missouri

Kirksville Aquatic and Community Center Renovation and Addition*

Garmin – Olathe, KS

600,000 square foot complex renovation*

State University of New York – New Paltz, New York

Student Athletic Center Renovation*

State University of New York – New York, New York

College of Optometry Renovation*

Hunter College – New York, New York

Dining Floor Renovation*



DAVE WORTHINGTON

RA
PROJECT ARCHITECT
PGAV ARCHITECTS

BIOGRAPHY

Dave is a registered architect with over 25 years of professional experience. He has successfully directed project teams and has completed small to complex projects within demanding schedule and budget constraints. His well-rounded perspective is valuable on both new ground-up construction as well as renovation projects. Dave has proven experience in all aspects of budget development, programming and cost estimating at all phases of a project.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pickler Library Renovation; Baldwin Hall Renovation; Pershing Hall North Renovation

Johnson County Community College – Overland Park, Kansas

Student Center Renovation and Addition; Integrated Resource Center; Bookstore Warehouse Addition

Fort Hays State University – Hays, Kansas

Center for Applied Technology and Sculpture; Fischli-Willis Center for Student Success; Hammond Hall Center for Networked Learning

MidAmerica Nazarene University – Olathe, Kansas

Cunningham Student Center

Baker University – Baldwin City, Kansas

Mulvane Hall Renovation and Addition

Kansas State University – Manhattan, Kansas

Justin Hall Renovation and Addition; Hale Library Recovery and Renovation

University of Missouri-Kansas City

Miller Nichols Library and Learning Center Transformation



ANDREA BRUNDIS

IIDA, NCIDQ #33142
 INTERIOR DESIGNER
 PGAV ARCHITECTS

BIOGRAPHY

Andrea's ability to see the big picture at each step of the design process is key to her success as an interior designer. She excels at collaborating with her team members while focusing on the details—which is instrumental in establishing a design direction that properly integrates interior architecture, lighting, finishes and FF&E. Andrea's work includes a range of higher education environments. Her clients enjoy collaborating with Andrea to establish their vision and then seeing the results. Andrea believes that every space should be as functional as it is beautiful.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pickler Library Renovation; Baldwin Hall Renovation; Pershing Hall North Renovation

Johnson County Community College – Overland Park, Kansas

Student Center Renovation and Addition; Integrated Resource Center; Gymnasium Improvements; New Campus Entrance; Carlsen Center Renovation

University of Missouri – Columbia, Missouri

SOM Center for Translational Neuroscience; SOM 1st Floor Lab Renovation

Fort Hays State University – Hays, Kansas

Center for Applied Technology and Sculpture; Fischli-Willis Center for Student Success

University of Missouri–Kansas City

School of Biological and Chemical Sciences Renovation; SCE Robert W. Plaster Center Programming and Owner's Technical Consultant

Kansas State University – Manhattan, Kansas

College of Business Administration; Hale Library Recovery and Renovation; College of Vet Medicine Trotter Hall Renovation; Classroom Design Standards



DANNY MCGRAIL

PE, LEED AP BD+C
 MEP-FP PROJECT DIRECTOR
 HENDERSON ENGINEERS

BIOGRAPHY

Danny is known for his ambition and work ethic. He began his career as a mechanical engineer focused on higher education and science and technology projects. Danny takes the time to fully understand how the end users will interact with their space and then develops the engineering systems to meet their current and future needs. His passion towards innovative environments, experience in master planning, and lab planning to develop the framework for scientific discovery and innovative research.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pershing Hall North Renovation

Lincoln University – Jefferson City, Missouri

Carver & Busby Greenhouses

University of Kansas – Lawrence, Kansas

Jayhawk Welcome Center; Spencer Museum of Art; Memorial Union Renovation Study

University of Arkansas – Fayetteville, Arkansas

Fisher Yu Laboratory Expansion; Nanotechnology Nakamura Laboratory

Kansas State University – Manhattan, Kansas

McCain Auditorium Addition

Pittsburg State University – Pittsburg, Kansas

University Housing Improvements

Metropolitan Community College, Penn Valley – Kansas City, Missouri

Engineering Technology Renovation



DAV BETTENHAUSEN

PE
PROJECT MANAGER
ELECTRICAL ENGINEER
HENDERSON ENGINEERS

BIOGRAPHY

Dav has extensive electrical systems design and is well versed on construction phases to accommodate any higher education project. As a proactive advocate with the necessary design skills, he is a key player in bringing about the successful completion of projects. Dav’s passions revolve around power distribution and lighting design systems which he hopes leave a lasting impact on the community and people who enjoy the buildings for years to come.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pershing Hall North Renovation

University of Kansas – Lawrence, Kansas

Battenfeld Hall Renovation*; Lewis Hall Renovation*; Danforth Chapel Renovation*

University of Central Missouri – Warrensburg, Missouri

Ellis Dining Hall Renovation

Independence School District – Independence, Missouri

High School Athletics Renovation; High School Fine Arts Renovation

Platte County R-3 School District - Platte City, Missouri

New Middle School; Platte County High School

Grandview C-4 School District - Martin City, Missouri

Martin City Elementary School

Lee’s Summit R-7 School District - Lee’s Summit, Missouri

High School Athletics Upgrades



JASHUNA SHRESTHA

FIRE PROTECTION LEAD
HENDERSON ENGINEERS

BIOGRAPHY

Jashuna has known since college that she wanted to be an engineer but didn’t know much about the fire protection field until joining Henderson. When there was an opening on our fire protection team and she said “why not give it a try?” Flash forward a few years and Jashuna has become an expert; she has trained multiple new people and led fire protection teams for some of our largest clients. She knows how important her discipline is in saving lives.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pershing Hall North Renovation

Lee’s Summit R-7 School District - Lee’s Summit, Missouri

Trailridge Elementary School; New Middle School; High School Renovation

Independence School District – Independence, Missouri

High School Fine Arts Renovation

Blue Springs R-IV SD – Blue Springs, Missouri

Franklin Smith Elementary MPR and Kitchen Addition; Valley Park Elementary; Oak Hill Elementary; Harmony Middle School

Johnson County, Kansas

Shawnee Library



JOHN HUSS

PE, CDT
 LEAD CIVIL ENGINEER
 ANDERSON ENGINEERING

BIOGRAPHY

John currently serves as a Vice President of AE. He has 40-years of professional experience serving clients in the areas of site development, streets and highways, sanitary and storm sewer design, water design and chilled water systems, and other underground utility systems including steam and telecommunications. He has extensive experience in site design for institutional, civic, commercial, industrial, and private clients including grading, paving, utility, lighting, irrigation and landscape design.

RELEVANT EXPERIENCE

Truman State University - Kirksville, Missouri

McClain Hall Elevator and Water Service Replacement ; Greenwood Building Site Development; Pershing Hall Improvements; Pedestrian Mall Reconstruction

University of Missouri – Columbia, Missouri

Welcome Center Study and Programming; South Campus Stormwater Master Plan and Design; Hospital Drive and College Avenue Reconstruction; Basketball Arena; Expansions to Memorial Stadium; Center for Missouri Studies (Missouri State Historical Society)

Boone Hospital Center - Boone County, Missouri

New Patient Care Tower, Garage, and William Street Redevelopment

Midwest Baptist Theological Seminary - North Kansas City, Missouri

New Student Center

Summit Technology Center - Lee's Summit, Missouri

Redevelopment



WAYNE DAVIS

PE, LEED AP
 STRUCTURAL ENGINEER
 BOB D. CAMPBELL & COMPANY

BIOGRAPHY

Wayne became a partner at Bob D. Campbell and Company in 2002 and has more than 27 years of structural engineering experience. His expertise in project coordination, structural design, drawing development, and construction observation ensures success on every project. Wayne has a vast knowledge of a variety of structural systems.

RELEVANT EXPERIENCE

Johnson County Community College – Overland Park

Student Center Renovation and Addition; Integrated Resource Center; Gymnasium Improvements; New Campus Entrance and Athletics Complex

Pittsburg State University - Pittsburg, Kansas

Overman Student Center Expansion and Renovation

Graceland University – Lamoni, Iowa

Memorial Student Center Renovation and Addition

Northwest Missouri State University, Maryville

Garrett-Strong Renovation

University of Missouri - Columbia

Residence Hall Renovation; Housing and Dining Facility; Field House Addition and Renovation

University of Kansas - Lawrence, Kansas

Simons Hall Addition and Renovation; Dyche Hall 7th Floor Renovation; School of Business Improvements



DAN STAAT

*PRESIDENT/PROJECT MANAGER
HISTORIC STONE MASONRY
STAAT, INC.*

BIOGRAPHY

Daniel continues a heritage of service, quality, and mindful attention to every aspect of the business. When working with Staat, you can be assured of the best workmanship...Period. Daniel begins, and ends, every aspect of his work with an overriding concern for client needs, paying close attention to the details that deliver the highest quality-every step of the way. He and his team have developed outstanding working relations with many suppliers, translating into an exceptional value for the firm's clients.

RELEVANT EXPERIENCE

Truman State University – Kirksville, Missouri

Pershing Hall Renovation

Paris Missouri Historical Covered Bridge Built 1871

Restored stone buttresses

White House Retreat St. Louis Built 1932

Interior and Exterior stone wall facades of entire campus

Cooper County Courthouse Built 2841

Extensive stone restoration of exterior

Sisters of St. Joseph of Crondelet Built 1841

Extensive masonry restoration of exterior

St. Louis Civil Courts Built 1928

Extensive stone restoration of exterior

Soldiers Memorial Museum Built 1938

Extensive stone restoration of exterior

Daniel Boone's Grandsons Home (The Hays House)

Built Between 1820-1830

Extensive stone restoration of exterior



Relevant Project Experience

Higher Education Clients

Avila University

Baker University

Benedictine College

Bethany College

Central Methodist University

Cleveland University

Fort Hays State University

Hannibal-LaGrange College

Illinois State University

Iowa State University

Johnson County Community College

Kansas City Kansas Community College

Kansas State University

Langston University

Lewis & Clark Community College

Lincoln University

Logan University

Metropolitan Community Colleges

MidAmerica Nazarene University

Midwestern Baptist Theological Seminary

Missouri State University

Missouri Southern State University

Missouri University of Science and Technology

Montana State University

Oklahoma State University

Oklahoma State University-Tulsa

Park University

Penn Valley Community College

Pittsburg State University

Rockhurst University

Southeastern Illinois College

Southwestern Illinois College

Southern Illinois University-Edwardsville

Southwest Missouri State University

St. Paul School of Theology

St. Louis University

Stephens College

Sterling College

Stowers Institute for Medical Research

Truman State University

U.S. Army National Simulation Center

U.S. Air Force Academy

University of Arizona

University of Arkansas

University of Central Arkansas

University of Central Missouri

University of Dallas

University of Florida

University of Illinois-Chicago

University of Kansas

University of Kansas Medical Center

University of Minnesota-St. Paul

University of Missouri

University of Missouri-Kansas City

University of Missouri-St. Louis

University of Oklahoma

Washburn University

Washington University in St. Louis

Westminster College

William Jewell College

60 Higher Education Campuses
We Understand the Student Experience

BALDWIN HALL RENOVATION

► Truman State University

Baldwin Hall occupies a prominent position on Truman State's main quadrangle and houses classrooms, administrative functions, and faculty offices for the School of Arts and Letters, as well as Baldwin Auditorium and the annual Kohlenberg Lyceum Series. PGAV was hired to renovate the 3-story facility removing several decades worth of tired renovations and restoring Baldwin to its former glory. The reimagined facility addresses Truman State's most pressing needs and advances the University's mission while serving over 2000 students daily. The renovation focused on expanding the building lobby, renovating classrooms and labs for contemporary instruction, improving study spaces and modernizing the HVAC and life safety systems throughout the building. The project included the addition of a new stair tower to address exiting deficiencies, and was designed to blend seamlessly with the historic building.

MAJOR FEATURES

- Comprehensive technical renovation featuring teaching, classroom, office and collaborative spaces
- Experiential and evidence-based learning environments for education
- Flexible design features independent study and team project spaces with the ability to adapt to emerging trends and needs
- Renovated and expanded entry lobby for university and community events



LOCATION

Truman State University
Kirksville, Missouri

BUILDING SIZE

85,700 GSF Renovation

CONSTRUCTION COST

\$12,500,000

COMPLETION DATE

2017

SECTION 3 ▶ RELEVANT EXPERIENCE

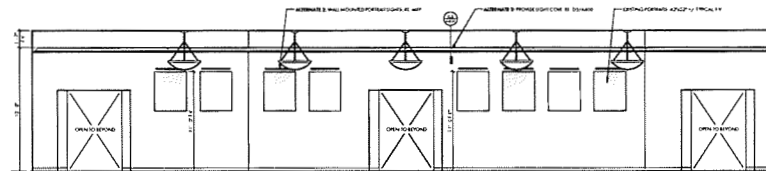


PICKLER LIBRARY MODERNIZATION

► Truman State University

PGAV modernized Pickler Library’s existing fire protection systems, including fire suppression, fire alarm, and security system interface. These systems were intricately woven into the building’s architectural features, such as ceiling plenums and wall cavities. To execute the work, the team considered strategies for carefully removing drywall and acoustical ceilings, drywall partitions, and interior finishes as required to demolish existing systems and install new. Once new systems was in place, ceilings and walls were restored to their original condition.

During the modernization process, Truman State asked for upgrades to the lighting on the 3rd Floor. Pendant lights were replaced and a ceiling cove was installed to support the installation of indirect uplighting. Wall mounted art lights were added to illuminate relocated Presidential portraits.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE
Truman State University Kirksville, Missouri	142,574 SF Modernization	\$2,600,000	2018

PERSHING HALL NORTH RENOVATION

▶ Truman State University

Named in honor of General John J. Pershing, the commander of the American Expeditionary Forces to France during World War I and one of Truman’s most distinguished alumni, Pershing Building is a two story red brick and stone structure located on the south end of campus. It is the home for Bulldog Basketball, Volleyball and Wrestling and also serves as the main practice facility for the Truman Athletics Department.

PGAV is nearing completion of a major renovation to this facility. The building is undergoing significant upgrades to provide deferred maintenance upgrades of sprinkler, HVAC, and electrical systems. The renovations will also house a new Athletic Training Room and Health and Exercise Science Labs, along with renovations in athletic performance and support spaces. Relevant Features include:

- Update classroom to meet current technology standards
- Informal student collaboration space
- Classroom, office and training classroom remodel
- Update locker room, restrooms, and athletic offices
- Expanding nursing simulation and clinical labs to meet the needs of the University’s growing nursing program



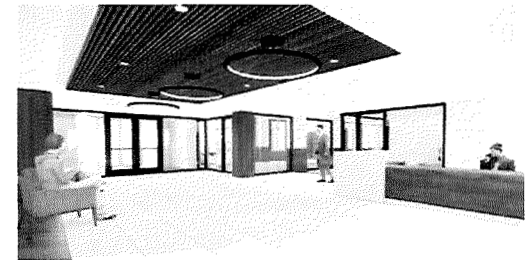
LOCATION	BUILDING SIZE	CONSTRUCTION COST	COMPLETION DATE	PGAV ARCHITECTS HENDERSON ENGINEERS
Truman State University Kirksville, Missouri	31,200 SF Renovation	\$3,500,000	2022	

BLOCH HERITAGE HALL RENOVATION AND ADDITION

► University of Missouri - Kansas City

Bloch Heritage Hall (BHH) is the original home of UMKC’s Henry W. Bloch School of Management, which includes the historic Shield Mansion built in 1909, as well as a significant building addition completed in 1987. Bloch Executive Hall (BEH) was constructed immediately north of Bloch Heritage Hall in 2013.

The current project will renovate the majority of BHH, and will expand the facility with three strategic building additions: a new stair and elevator tower will be added at the northwest corner to create a stronger west building entrance and improved vertical circulation; a new technology-enabled active learning classroom northeast of BHH will enhance instructional capabilities for the Bloch School, while also physically connecting BHH and BEH; and an east addition will provide additional space for student services and faculty offices, while reimagining the building’s east entrance and elevation. The renovations and additions are designed to provide 21st century learning environments, while complementing the historic character of the original facility. The project will also address approximately \$6.5M in deferred maintenance.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE
UMKC Kansas City, Missouri	52,000 NSF Renovation 10,500 GSF Addition	\$11,345,000	June 2022

FISCHLI-WILLIS CENTER FOR STUDENT SUCCESS

▸ Fort Hays State University

The new Student Success Center at Fort Hays State University offers students a welcoming, modern, space to meet the evolving needs of 21st century students. The three story addition to the Student Union will be the new home for:

- Welcome Center
- Academic Advising & Career Exploration
- Tutoring & Testing Services
- Career Services & Internships
- Student Health Services
- Student Government Association & Organizations
- Center for Civic Leadership

The first floor will focus on the recruitment and retention of students with a grand new Welcome Center to great prospective students and alumni as well as various student services noted above.

Located on the third floor, the Student Wellness Center will provide confidential and comprehensive clinical and mental health services to the student body. A discrete patient flow, extended hours and a new training room empower students to take control of their health.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE
Fort Hays State University Hays, Kansas	39,600 GSF	\$12,215,000	February 2022

STUDENT CENTER & INTEGRATED RESOURCE CENTER RENOVATIONS

▸ Johnson County Community College

PGAV provided programming, design and construction administration services for an addition and renovation to JCCC's Student Center, as one of several campus improvement projects undertaken by the College to enhance the campus and meet the changing needs of 21C students.

The Student Center expansion and renovation focuses on redefining the front door of the campus as the first stop for students and visitors. The project scope includes parking and landscape improvements and expands and transforms the existing first floor to integrate key campus activities of recruitment and admissions, student life, and student services, to create a new dynamic in the Student Center.

The addition was designed to contrast with the existing building and utilizes limestone panels found in newer buildings on the campus which has predominantly brick structures. Project included:

- Welcome center, presentation and orientation room
- Multi-purpose collaboration space
- Centralized student services including Bursar Office
- Retail hub including cafe, bookstore, C-Store and bank



LOCATION

Johnson County Community College
Overland Park, Kansas

BUILDING SIZE

64,500 GSF Renovation

CONSTRUCTION COST

\$13,000,000

COMPLETION DATE

2020

PGAV ARCHITECTS
HENDERSON ENGINEERS
acoustics; electrical; fire & life safety;
mechanical; plumbing; security; telecom

The Integrated Resource Center provides a one-stop academic support facility for students in the subjects of science, math, language, writing and academic achievement co-located alongside the resources of campus academic library. Project included:

- Central concierge check-in desk
- Active tutoring and collaboration space
- New library circulation desk
- Faculty office and support space



HALE LIBRARY

► Kansas State University

Following a devastating fire in May 2018, PGAV was commissioned to lead the repair and reconstruction effort for this 405,460 GSF facility. After the building was stabilized, and a thorough evaluation of the damage performed, PGAV developed a recovery and renovation master plan to transform and reconstruct Hale Library as the center for 21st century learning and student success at K-State. Key features of the renovated Hale include:

- Comprehensive interior renovation including new finishes, lighting and furnishings
- Creating a 24/7 Learning Commons and Café on the 1st floor
- Expanding and enhancing Special Collections & University Archives
- Combined service desk for one-stop assistance from Library User Services and Information Technology Services
- Providing technology rich spaces for creativity and innovation including the Sunderland Foundation Innovation Lab
- Restoration of the historic Farrell Hall Great Room with new Exhibit Gallery and event support
- Creating additional individual and group study spaces throughout the library, zoned by noise level
- Providing more effective staff work areas and spaces for patron/staff interaction
- Providing modern amenities including gender-neutral restrooms, lactation, and meditation rooms

Once the master plan was completed, PGAV transitioned immediately into design and construction phase services to bring the Library back into service as quickly as possible. The 1st Floor Learning Commons was completed and occupied prior to the start of the Fall 2019 semester, and renovations of the remaining building was completed on schedule for the Fall 2021 semester.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE
Kansas State University Manhattan, Kansas	405,460 GSF, fire recovery and renovation	\$34,500,000	2021



MORGAN HALL RENOVATION & ADDITION

► Washburn University

Morgan Hall has served as Washburn University’s academic and administrative hub since it opened in 1956. PGAV was engaged to assist Washburn with the functional and architectural transformation of this aging campus landmark into a welcoming, multi-functional campus center focused on celebrating “Ichabod Spirit” and streamlining access to student services.

The renovation and addition moves Washburn forward and provides a platform for student success. The transformation of the “front door” inviting all to access a quality education and provide a more deliberate design to a seamless service approach and sufficient space for student services provide positive first impressions and ongoing expectations.

The Welcome Center provides the following benefits:

- The Welcome Center is an inviting place where visitors can begin their journey and form positive perceptions about Washburn University when visiting.
- The expanded space for the Welcome Center hosts multiple functions as a large open space.
- Critical to the continued success in recruiting quality students to Washburn.
- The expanded space moves all of the more widely used student services in one centralized area-creating efficient work space.
- Vacated space within the existing building provides more functional opportunities for various academic departments.



LOCATION

Washburn University
Topeka, Kansas

PROJECT SIZE

28,000 GSF Addition
32,800 SF Renovation

CONSTRUCTION COST

\$14,500,000

COMPLETION DATE

2015

JUSTIN HALL RENOVATION & ADDITION

► Kansas State University

Justin Hall is the research and teaching center of the College of Human Ecology at Kansas State University. The three-story limestone structure, completed in 1960, served the College well without major renovations until 2010, when PGAV designed an addition to meet the College’s expanded enrollment, programs and mission.

The completed facility emphasizes student engagement and collaboration. The formal learning spaces support current teaching methodologies with flexible technology systems. Additional program elements include: student study space; seminar rooms; student commons; student services center; and administrative offices – renovated to increase transparency for students. The project includes renovation of the existing building at the point of connection with the addition.



LOCATION	BUILDING SIZE	CONSTRUCTION COST	COMPLETION DATE
Kansas State University	14,500 GSF Addition	\$4,000,000	2012
Manhattan, Kansas	3,700 SF Renovation		

MILLER NICHOLS TRANSFORMATION

► University of Missouri-Kansas City

Beginning in 2007, PGAV in association with Sasaki & Associates led an interdisciplinary programming and design effort that would create a bold master plan to redefine Miller Nichols Library’s role on the UMKC campus. The master plan proposed a state-of-the-art automated storage and retrieval system (ASRS) that would accommodate 80% of all print collections on-site, a major classroom addition that would enhance the educational experience by combining formal instruction with the resources and services of the library, and a re-imagined space use for the existing library featuring a dynamic mix of 21st Century library and academic resource environments.

PGAV has since provided all design services supporting the phased implementation of the master plan, including two major additions and numerous renovations, utilizing a variety of delivery methods and construction partners along the way. Completed and current projects include:

- Automated Storage & Retrieval System (RooBot) Addition (2010)
- 1st Floor -Information Commons & Centralized Service Desk Renovation (2011)
- 4th Floor -Technology Classroom Renovations (2012)
- Miller Nichols Learning Center Classroom Addition - (2013)
- 2nd Floor- Browsable Collection & Emeritus College Renovation (2014)
- 3rd Floor- LaBudde Special Collections Reading Room and Workroom Renovation (2015)
- 3rd Floor - Sutton Geoscience Museum Renovation (2019)
- 3rd Floor -State Historical Society of Missouri Renovation (2021)
- 3rd Floor -Center for Digital Humanities Renovation (2021)



LOCATION

Kansas City, Missouri

PROJECT SIZE

248,000 GSF, Four Stories – Multiple phased interior renovations and two building additions

CONSTRUCTION COST

\$31,800,000 (completed to date)

COMPLETION DATE

On-Going

MULVANE HALL RENOVATION AND ADDITION

▶ Baker University

Since 1924, Mulvane Hall has served as the cornerstone for science education at Baker University. Despite periodic renovations, the campus landmark had reached a point where dramatic transformation was necessary to meet the demands of modern science education and to present a welcoming portal to the sciences for students.

The redesigned building creates multiple opportunities for collaboration and includes teaching and research laboratories and classrooms for biology, chemistry, math, physics and information technology, offices, and student support space. The scope of work included total replacement of the buildings mechanical, electrical and life safety systems, exterior windows and roof. The teaching lab addition reflects the collegiate gothic style of the original building, characterized by limestone detailing, sloped roofs and generous windows. Other relevant features include:

- New student-centered spaces focused on team-based learning and “hands on” education
- Informal student collaboration space
- Flexible lab space designed to adapt as technology and needs change
- Building design responds to unique campus context
- Energy conservation and sustainable design features



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE
Baker University Baldwin City, Kansas	33,000 SF	\$8,800,000	2012

Westerman Hall of Science & Engineering

BENEDICTINE COLLEGE

PGAV served as programming and design architect for the comprehensive transformation of the 1968 Westerman Science Building, long-time home to Benedictine's science programs. This 96,000 GSF renovation and addition provided modern teaching and research labs and learning environments for the College's programs in Astronomy, Biology, Biochemistry, Chemistry, Computer Science, Mathematics, Physics, and Chemical, Civil, Electrical and Mechanical Engineering.

The program includes new student project labs, integrated technology labs, active learning classrooms, computer labs, mechanical, electrical, chemical and civil engineering teaching labs, metal shop, wood shop, electrical shop, welding shop and shop support areas. New spaces for student collaboration, and a focus on putting science and engineering on display were key project goals. The existing building's exterior was redesigned in a collegiate Italianate style to seamlessly blend with the historic campus. The interior welcomes prospective students with natural light and views into labs, shops, and classrooms demonstrating the excitement of science and engineering while showcasing student projects and accomplishments.



After



Before



LOCATION

Atchison, Kansas

PROJECT SIZE

64,000 SF Renovation
32,500 GSF Addition

CONSTRUCTION COST

\$20,700,000

COMPLETION DATE

2017

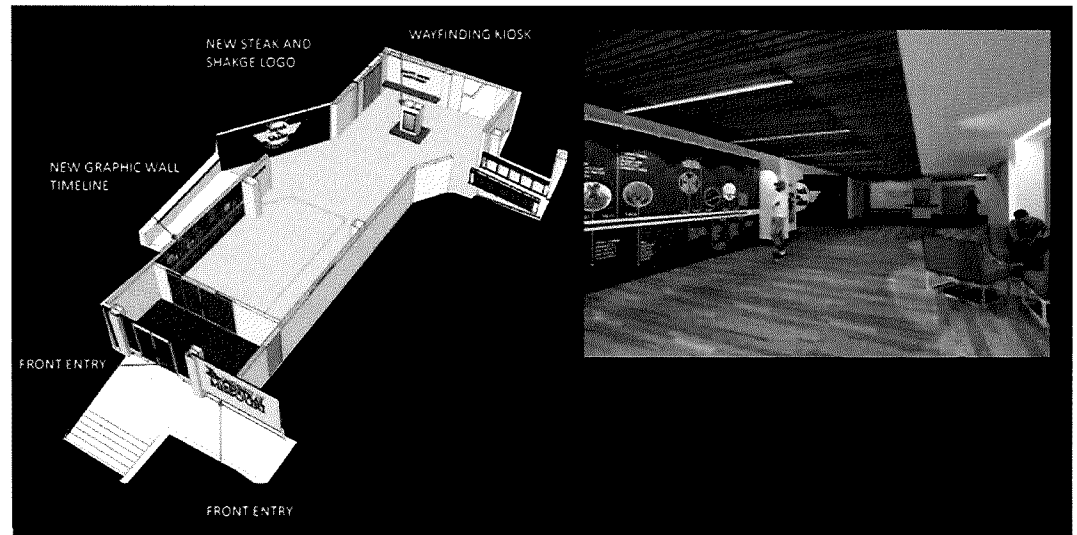
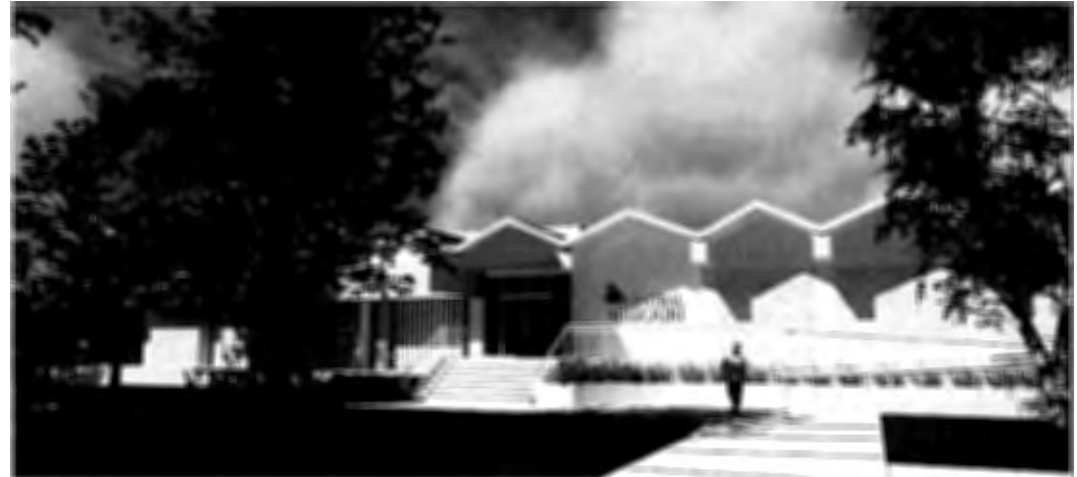
PGAV ARCHITECTS
BOB D. CAMPBELL & CO.

ELLIOTT STUDENT UNION ADDITION AND RENOVATION

▶ University of Central Missouri

Henderson Engineers provided master planning services and design services for the first phase of implementation to the existing University of Central Missouri Elliott Student Union. Services included on-site evaluation to review existing systems and conditions within the facility, and an implementation plan of short-term and long-term systems recommendations into projected master plan concepts and university energy goals.

As part of the master planning services, Henderson provided an assessment of all existing MEP systems, including expected useful life of equipment, plan for replacement or upgrade if necessary, and high-level estimate of probable costs associated with systems upgrades. The first phase of implementation included mechanical, electrical, plumbing, and fire and life safety design services for the \$7 million, 5,000 SF addition to the student union including a new 300-500 retractable seat auditorium/multi-purpose room and new south entry. The new south entry serves as an informal entrance for prospective student tours starting in the union.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE	HENDERSON ENGINEERS
University of Central Missouri Warrensburg, Missouri	150,000 SF	\$7,000,000	2020	electrical; fire & life safety; mechanical; plumbing

JAYHAWK WELCOME CENTER

► University of Kansas

The Jayhawk Welcome Center Addition and Renovation at University of Kansas is set to further enrich the Jayhawk experience for current students and alumni alike. Set to complete construction in 2022, the Welcome Center will serve as a new “front door” to the university’s Lawrence-based campus.

Located immediately north of the existing Adams Alumni Center, the two-story Welcome Center addition will house a welcome vestibule, prefunction space, and a partitionable multi-purpose room with the capacity for up to 300 guests. The Adams Alumni Center will receive major renovations on the first two floors with minor renovations to the third. Connecting the two centers will be a two-story bridge filled with interactive exhibits and hospitality spaces.

Special coordination was required for new air handling units located in the basement of the Alumni Center. They will distribute air to the Alumni and Welcome Centers. Our team is also providing the electrical and lighting framework and conditioning to support a floor to ceiling LED video board in the main lobby of the welcome center. Throughout the facilities, there will be multiple static and digital displays for wayfinding, announcements, and various graphics.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE	HENDERSON ENGINEERS
University of Kansas Manhattan, Kansas	63,555 SF	\$30,000,000	Ongoing (est. 2022)	acoustics; electrical; fire & life safety; mechanical; plumbing; security; telecom

EPLEY CENTER FOR HEALTH PROFESSIONS MECHANICAL RENOVATION

▸ University of Arkansas

The Epley Center for Health Professionals facility is home to the Speech and Hearing Clinic and the Eleanor Mann School of Nursing. The building contains clinic, classroom, laboratory, and office spaces. Since a renovation in 2012, the building's heating, ventilation, and air conditioning system has had indoor temperature control and maintenance issues, so the University of Arkansas teamed with Henderson Engineers to discover a solution.

Our team completed a life cycle cost analysis during preliminary design and the decision was made to replace the existing system with new 4-pipe fan coil units with heating water served from new high efficient natural gas boilers & pumping system. Chilled water would be served from the existing campus chilled water utility system with new direct buried chilled water piping brought into the building along with chilled water pumps. The design includes the installation of 81 new fan coil units along with chilled and heated water piping through out the building. The project's main challenge is the fast-tracked installation schedule, starting at the end of the spring semester and wrapping up at the start of the fall semester.



LOCATION	PROJECT SIZE	CONSTRUCTION COST	COMPLETION DATE	HENDERSON ENGINEERS
University of Arkansas Fayetteville, Arkansas	45,000 SF	\$3,600,000	Ongoing	electrical; mechanical; plumbing

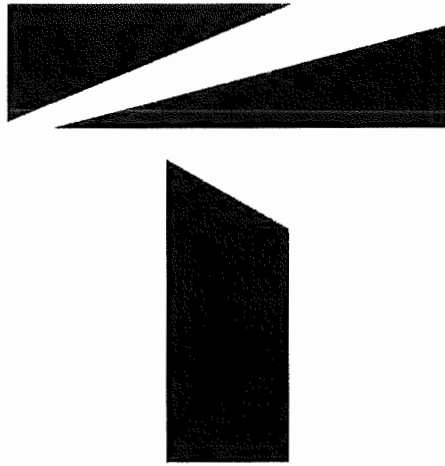


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TRUMAN
STATE UNIVERSITY

**OPERATING BUDGETS
FOR
FISCAL YEAR 2023**

FY2023 BUDGET DOCUMENTS

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FISCAL YEAR 2023 EDUCATION AND GENERAL BUDGET NARRATIVE

Executive Summary

The Education and General (E&G) Budget is the operating budget which supports the primary functions of the University including instruction, research, public service, and the various support areas. It is funded by state appropriations, student fees, and other miscellaneous sources. The FY2023 state appropriation for higher education recommended by the Governor and approved by the General Assembly added 5.4% in core funding. Tuition and fee income for FY2023 is projected based on lower enrollment and an average increase of 3.89% in tuition rates. The proposed E&G budget for FY2023 is approximately \$400,000 lower than FY2022.

General Budget Approach

Major factors creating budget needs for FY2023 included the MOSERS retirement system rate increase, higher building insurance premiums, and contractual increases for services. Due to these projected cost increases and reduced tuition income, it was essential to review all activities and expenditures. For example several budget areas shifted funds to cover contractual increases. Any increase beyond the FY2022 base budget required a detailed justification. Salary savings due to attrition, primarily retirements, were also utilized to offset cost increases.

Revenue Assumptions

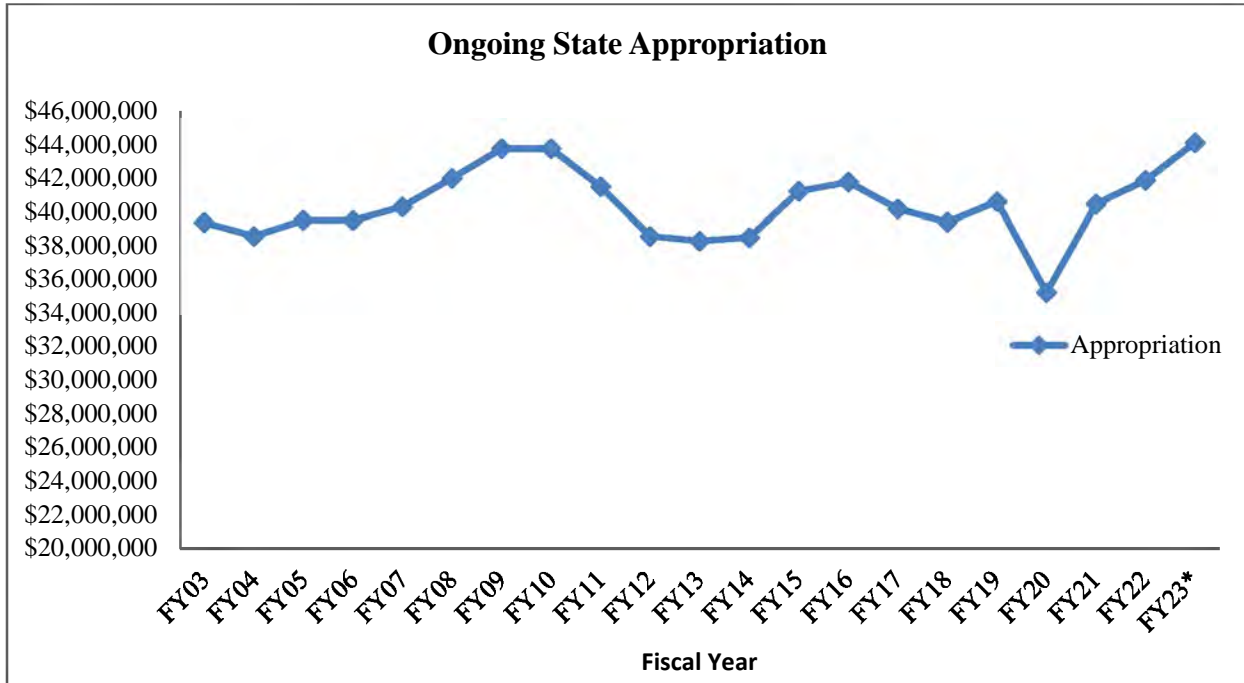
General Revenue

The base general revenue appropriation for Truman from the State of Missouri and approved by the General Assembly included a 5.4% increase from the original core funding in FY2022. Historically, the Governor withholds at least three percent of these funds as a contingency. For Fiscal Year 2023 this requires a reserve of \$1,366,030 for the standard withholding. Table 1 provides a snapshot of total state revenue trends for FY2003 through FY2023 and reflects the actual funds received after all state withholding actions, including those beyond the 3% level. A comparison of initial appropriations and state funds received after withholding for FY07-FY23 is found on Table 2.

Enrollment Fees and Other Income

The Fall 2022 enrollment is projected for budget purposes with an overall 8% decline in full-time equivalent students. This projected decline is based upon larger graduating classes being replaced with smaller entering classes over the past several years. Spring 2023 enrollment is projected at the historical average of 92 percent of the fall semester total. Tuition and required fees for 2022-2023 increased for Missouri residents as well as for non-resident undergraduate students, and graduate students. The operating budget is based on this tuition increase which averages 3.89%. Sources of income in addition to enrollment fees include special fees, fines, charges for services, and interest income. Due to low interest rates on invested funds, the interest income available in FY2023 is projected to be lower than FY2022.

**Table 1
GENERAL REVENUE TRENDS**



Ongoing State Appropriations Actually Received

Fiscal Year	Appropriation	% Change
FY03	\$39,427,733	2.0%
FY04	\$38,619,423	-2.1%
FY05	\$39,545,109	2.4%
FY06	\$39,545,109	0.0%
FY07	\$40,346,396	2.0%
FY08	\$42,040,945	4.2%
FY09	\$43,806,665	4.2%
FY10	\$43,806,665	0.0%
FY11	\$41,526,613	-5.2%
FY12	\$38,619,750	-7.0%
FY13	\$38,325,596	-0.8%
FY14	\$38,542,604	0.6%
FY15	\$41,262,248	7.1%
FY16	\$41,816,820	1.3%
FY17	\$40,226,391	-3.8%
FY18	\$39,450,989	-1.9%
FY19	\$39,440,512	0.0%
FY20	\$35,262,199	-10.6%
FY21	\$40,521,765	15.0%
FY22	\$41,905,701	+3.4%
FY23*	\$44,168,610	+5.4%

*Projected

Note: This table excludes funds appropriated but withheld and one-time funds.

For FY10, one-time federal funds of \$756,339 are excluded.

For FY17, a one-time Autism Clinic fund excluded, and reflects extra midyear withholding.

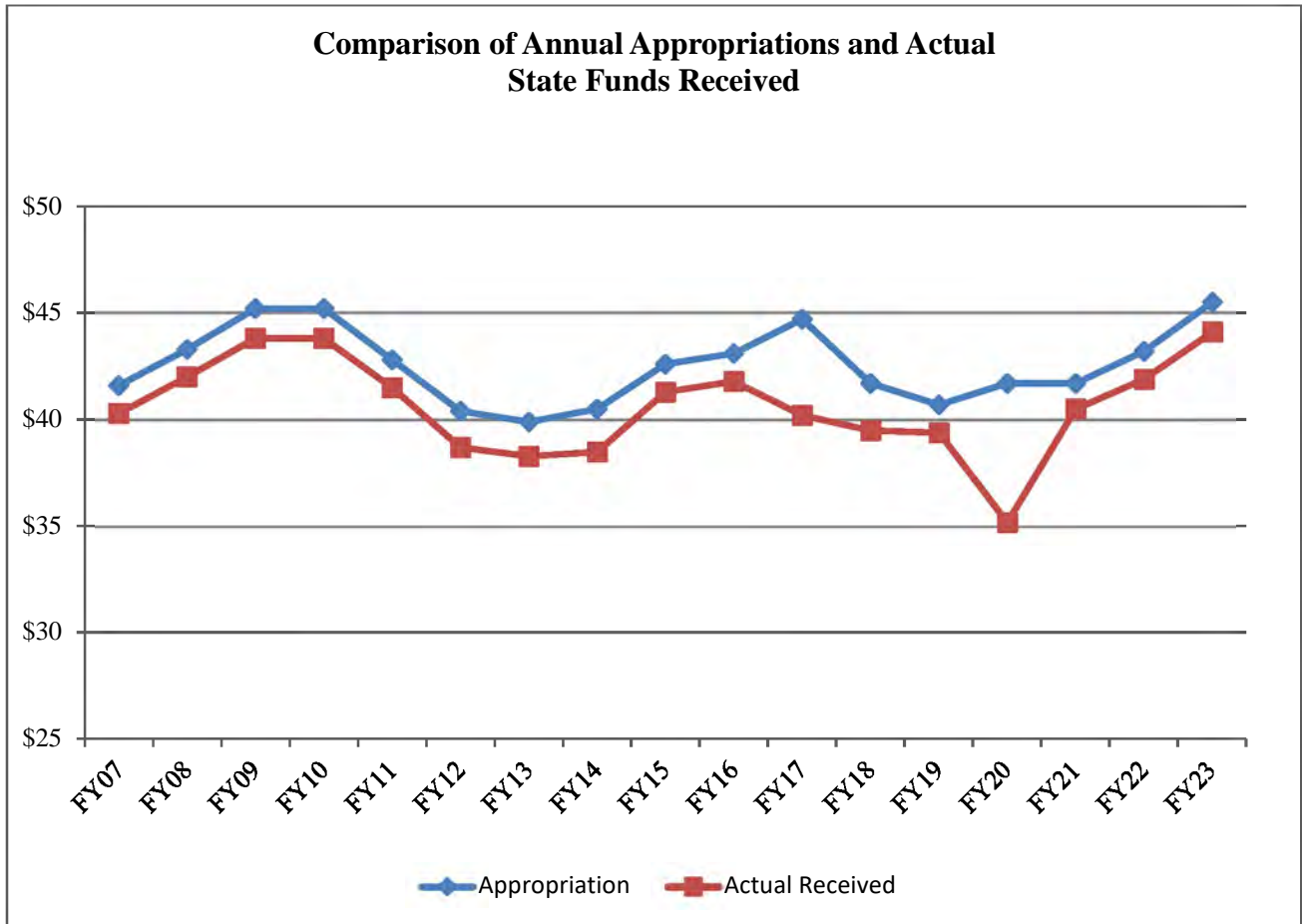
For FY18, an additional withholding was imposed by the Governor.

For FY20, the 3% standard withholding was increased for April-June.

For FY21, restrictions were removed mid-year, except the standard 3% for state funds.

For FY23, the traditional 3% withholding is projected.

Table 2



	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Appropriation	41.6	43.3	45.2	45.2	42.8	40.4	39.9	40.5	42.6	43.1	44.7	41.7	40.7	41.7	41.7	43.2	45.5
Actual Received	40.3	42.0	43.8	43.8	41.5	38.7	38.3	38.5	41.3	41.8	40.2	39.5	39.4	35.2	40.5	41.9	44.1

FY10 excludes one-time federal fund designated for Caring for Missourians.

FY17 excludes one-time Autism Clinic funds and reflects extra withholding.

FY20 projected based on the appropriation minus standard withholding as of June 1.

FY21 projected based on actual FY20 appropriation minus standard 3% withholding.

FY23 projected based on Governor’s approved appropriation minus standard 3% withholding.

Planned Expenditures

General

In order to balance the FY2023 Education and General budget, planned expenditures were reduced by approximately \$400,000, from \$86.1 million to \$85.7 million. Included in the budget are funds to cover the increase in the required MOSERS retirement system contribution which impacted fringe benefit costs. The contribution rate for FY2023 increased by 1.2% to 26.33%. Approximately 78% of full-time employees are covered by MOSERS. Table 3 outlines expenditure trends by Personal Service (salaries and benefits), Equipment/Operations, and Total for the last 10 years.

Personal Services

A major portion of the operating budget is utilized for salaries and fringe benefits. For FY2023, Truman is budgeting \$53.5 million in this category, or 62.4% of the total Education and General budget. This includes funds for faculty and staff salaries, student employment, and fringe benefits such as retirement, medical insurance, and social security. The breakdown for Personal Services is as follows.

Salaries	\$35,015,780
Fringe Benefits	\$14,914,709
Student Employment	\$ 3,586,549
Total	\$53,517,043

The FY2023 budget eliminates several positions through attrition or retirements and others were reconfigured to meet current needs. Positions eliminated include faculty, academic support, management, office staff, and physical plant staff.

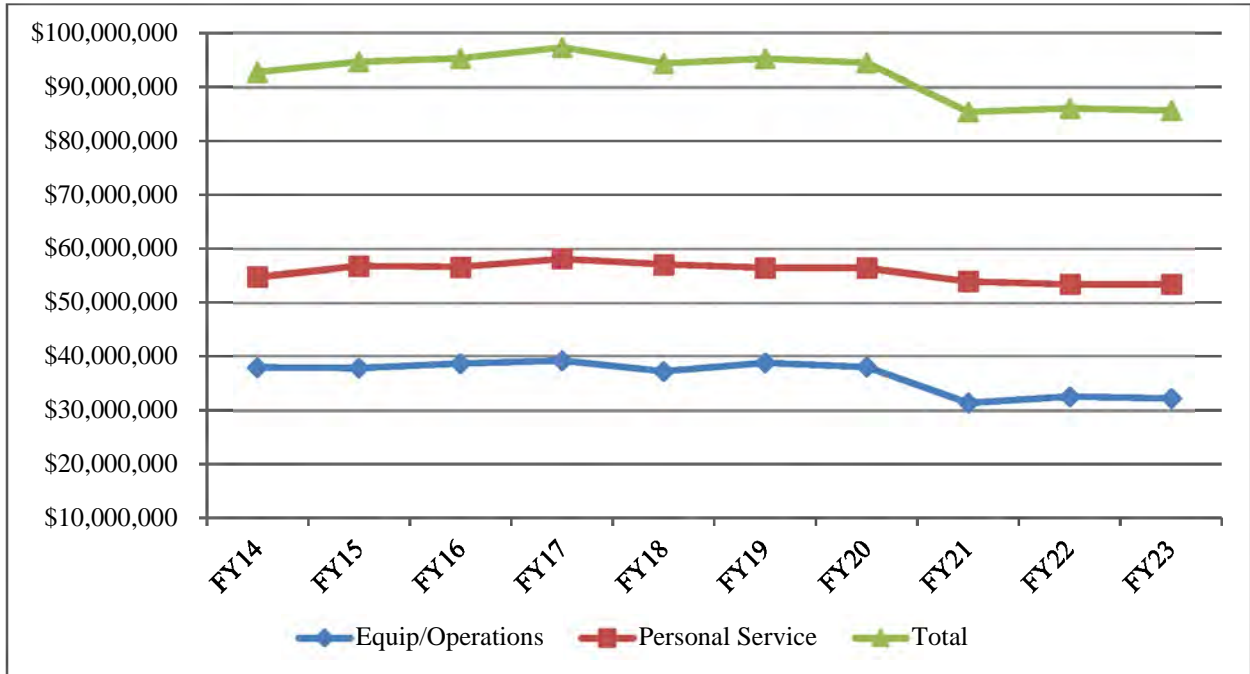
Operations and Equipment

The following provides a brief summary of operations and equipment trends by major segments of the campus.

1. Academic Affairs. Operations funds have been allocated to meet needs in instruction, research and public service areas. A total of over \$3.6 million dollars in operations and equipment is budgeted in core areas including the academic departments. Table 4 outlines academic and research equipment budgets for FY2010-FY2023 and shows the asset renewal rate for these areas. Research funding totals \$434,230 for FY2023, with most of the funds in the operations and equipment categories.
2. Student Services. Operating and equipment budgets in the Student Services category have been allocated to meet priorities in various areas. The offices and functions in this category within the Education and General budget include Admission, Athletics, Counseling, Financial Aid, Health Clinic, International, Testing and Assessment, and Registrar. Just over \$4.1 million is budgeted for equipment and operations in the student services category. This includes the funds generated by the student athletic fee. Additional Student Services areas including Residential Living, the Student Union, and Recreation Center are funded in the Auxiliary Budget and are not included here.
3. Computing and Technology. The FY2023 operating budget includes significant allocations for computing and technology. A total of \$3.66 million is budgeted for technology services which include staff, operations, equipment and maintenance of existing systems and networks with over 2,000 laptop and desktop workstations on campus, and a network with 8,800 ports. Continued technology investment is necessary to remain competitive. For 2022-2023, technology areas are budgeted at 4.2% of the institutional total.
4. Maintenance and Repair Fund. These funds are used to meet needs such as renovations, roof replacements and upgrades to heating and air conditioning systems. Truman consistently maintained this fund through various funding cycles in order to meet renovation needs on campus. Starting in FY2021 it was necessary to significantly reduce this budget. In FY2023, \$456,000 is budgeted in this category to cover repair needs for facilities. Table 5 outlines trends in the Maintenance & Repair budget for FY2013-FY2023.

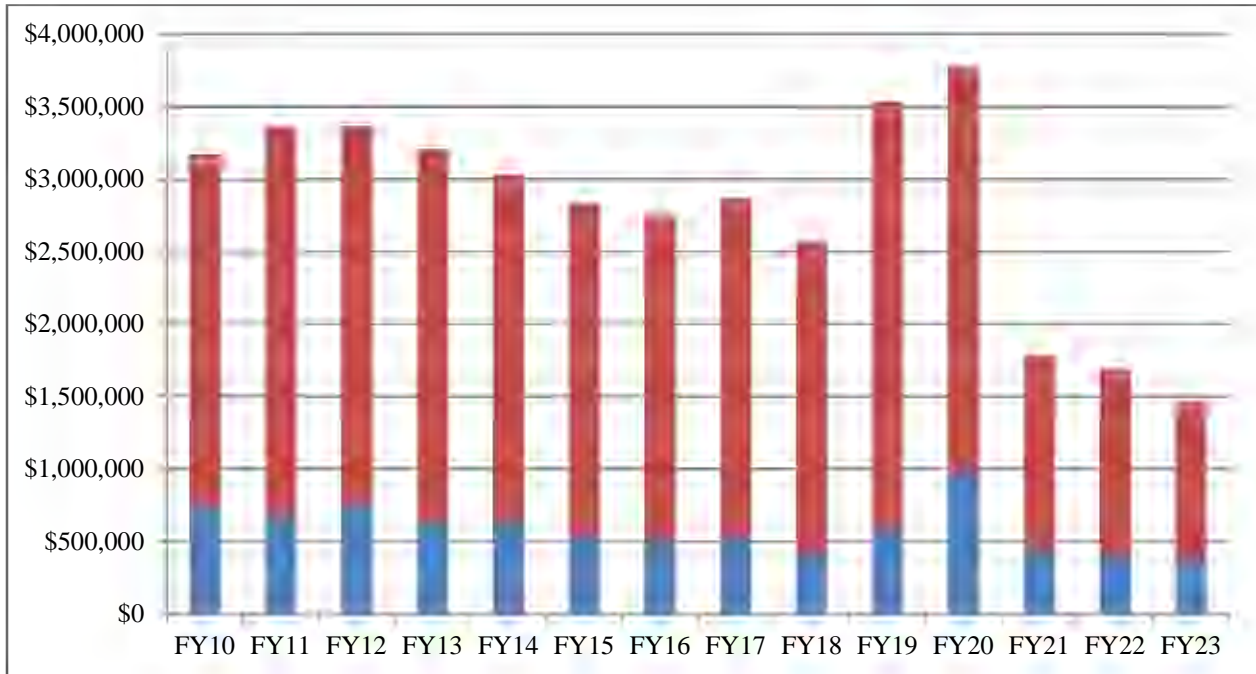
5. Utilities. Due to increases in utility costs and steady demand, utility budgets have been increased for FY2023. Total funds budgeted for utilities, including operation of the central steam plant, are \$2.8 million. The Auxiliary Budget includes additional funds to cover utilities in those facilities.
6. Institutional Support. This area includes many administrative functions such as Alumni/Advancement, Business Office, President's Office, Public Relations, and other support areas. The combined operations and equipment total for this category is nearly \$1.2 million, which includes funds transferred from the Foundation to support advancement and fundraising efforts.
7. Scholarships. For FY2023, \$17.4 million for scholarships have been budgeted to match projected expenditures for institutionally funded academic and athletic grants.
8. Student Employment. Student employment budgets are targeted to assist students and supplement staff in multiple areas. Funds allocated for student employment in the Education and General budget total over \$3.5 million.

**Table 3
Education and General Budget by Category
FY2014 – FY2023**



	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
TOTAL	92,770,780	94,658,000	95,302,000	97,317,725	94,368,295	95,243,322	94,468,218	85,486,917	86,130,813	85,730,815
Personal Service	54,834,643	56,866,257	56,643,753	58,132,124	57,129,494	56,461,886	56,480,702	54,076,690	53,544,603	53,517,043
Equipment/ Operations	37,936,137	37,791,743	38,658,247	39,185,601	37,238,801	38,781,436	37,987,516	31,410,227	32,586,210	32,213,772

**Table 4
Academic & Research Equipment Budgets**

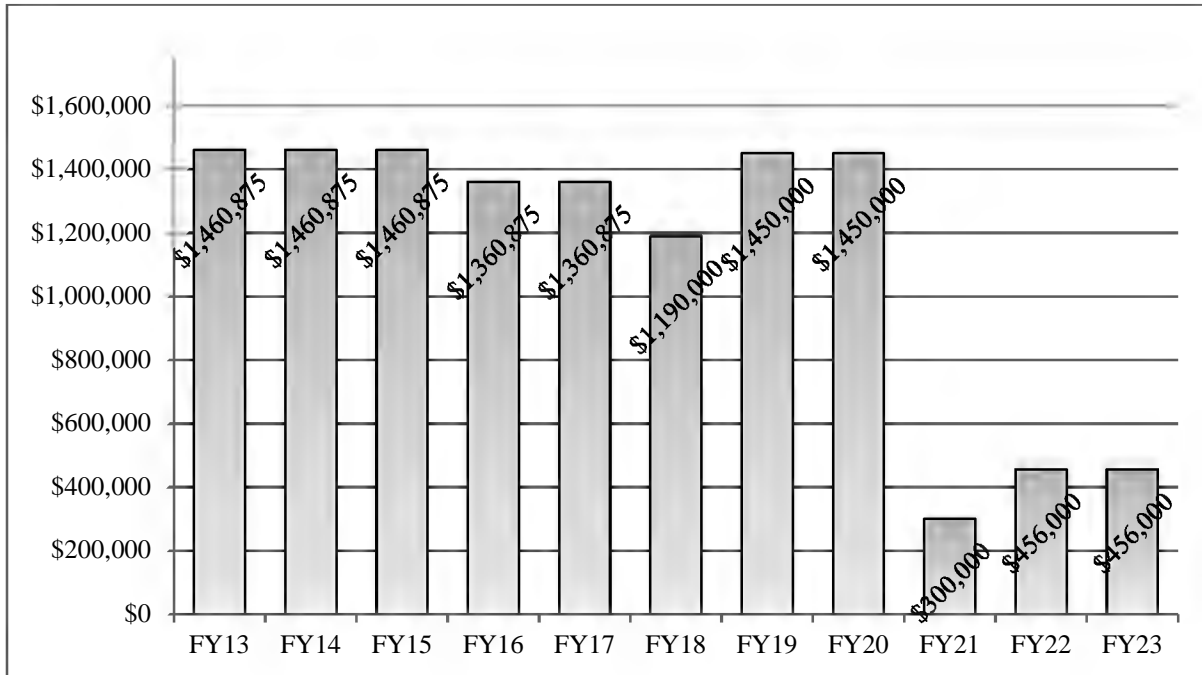


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	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Equipment Budget	2,423	2,682	2,622	2,568	2,378	2,305	2,255	2,360	2,138	2,949	2,798	1,315	1,289	1,105
Actual \$ Available	744	679	744	640	649	525	498	504	429	585	973	468	399	359

Note: Equipment budgets include significant amounts designated to cover the 3% withholding in state funds and contingency funds. The plan is to focus these funds on academic purchases should they be released during the fiscal year. This chart shows the portion of annual equipment budgets actually available for academic and research purchases. It should be noted that changes in definitions or the threshold price for equipment have also reduced this budget significantly in recent years.

**Table 5
Maintenance & Repair Budget**



	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
Operating M&R	1,460,875	1,460,875	1,460,875	1,360,875	1,360,875	1,190,000	1,450,000	1,450,000	300,000	456,000	456,000

FY2023 EDUCATION AND GENERAL REVENUE BY CATEGORY

The page that follows provides a summary of projected revenue for FY2023 in several major categories. General Revenue, or state funds, provides 53% of the proposed budget.

Board policy calls for net tuition income not to exceed a target of 35% of the total budget. This policy has specific guidelines regarding the calculation which allow for the omission of designated or restricted fees. The policy also compensates for budgeted student aid. Page 13 of this section provides the detail for the calculation to determine adherence to the policy for FY2023. The portion of the adjusted budget supported by student tuition is 23.9% and, therefore, is within the policy.

Table 6 illustrates budgeted sources of funds for FY2023. Trends in recent years include reductions in state funding, increases in student fees, and more revenues from other miscellaneous sources. As a result, state support now accounts for approximately 53% of budgeted Education and General revenues.

**EDUCATION AND GENERAL
FY2023 REVENUE BY CATEGORY**

General Revenue \$45,534,649

This represents the entire appropriation. A contingency budget of \$1,366,030 has been established for the traditional 3% standard withholding by the Governor. In recent years only a small portion of the 3% withholding has been released, and the funds are not expected to be released in FY2023.

Student Tuition and Enrollment Fees \$37,623,000

FY2023 enrollment income for budget purposes is based upon an 8% decrease in FTE enrollment. Missouri students are assumed to make up 68% of the total enrollment; graduate enrollment is expected to be slightly lower; and summer enrollment is projected at the 2022 summer level. This category also includes fees for off-campus courses, the athletic fee, the student activity fee, study abroad programs, and other special course fees.

Other Local Income and Transfers \$ 2,573,166

This includes various revenue sources: investments, athletic gate receipts, sales and services of educational activities (such as summer camps), rollover from FY2022, indirect costs from grants and other miscellaneous sources. Transfers from Auxiliary sources and the Foundation are also included here.

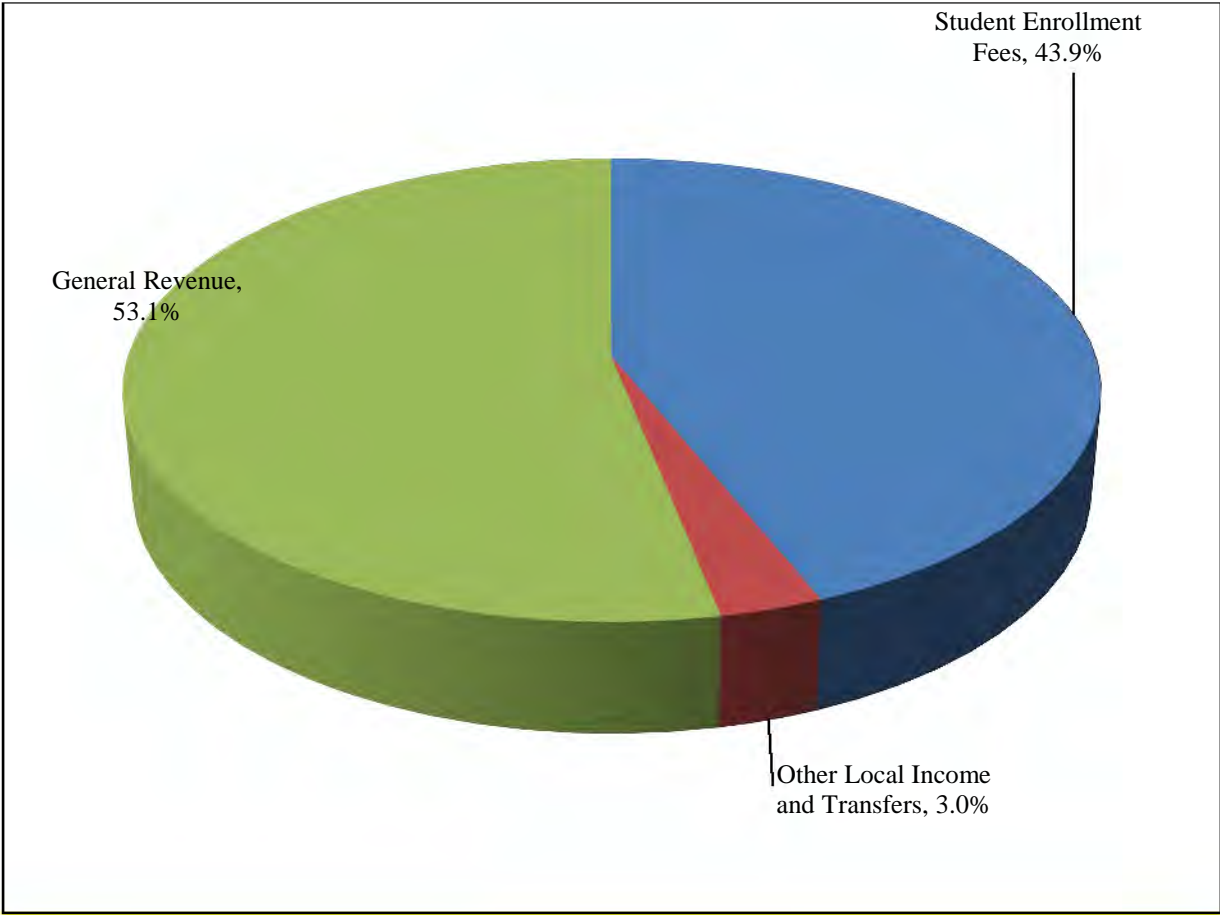
GRAND TOTAL ALL SOURCES \$85,730,815

SEGREGATION OF ON-CAMPUS FEE INCOME FOR FY2023 IS AS FOLLOWS:

	Total Fee Income	Undesignated & Unrestricted
Enrollment Fees		37,623,000
Less Restricted/Designated		
Student Union	-866,000	
Recreation Center	-721,000	
Orientation Week Fee	-270,000	
Joseph Baldwin Academy	-170,000	
Student Health Center Fee	-232,000	
Student Activity Fee	-263,000	
Athletic Fee	-397,000	
Technology Fee	-121,000	
Student Sustainability Fee	-34,000	
Classroom Technology Fee	-803,000	
Total designated/restricted funds	-3,707,000	
		<hr/>
Total unrestricted funds		33,746,000
The percentage calculation is shown as follows:		
1. Undesignated and unrestricted fees (above)		33,746,000
2. Less Academic Scholarships, Experienceships and Athletic Grants in Aid		-17,400,469
NET UNRESTRICTED TUITION & FEES		16,345,531
		<hr/>
1. Total Education and General Budget		85,730,815
2. Less Academic Scholarships, Experienceships and Athletic Grants in Aid		-17,400,657
ADJUSTED E&G TOTAL		68,330,158
		<hr/>
NET UNRESTRICTED TUITION AS A PERCENTAGE OF ADJUSTED E&G		23.9%

NOTE: Includes projected on-campus student fee income and excludes off-campus courses and study abroad program fees.

Table 6
FY2023 BUDGETED E&G REVENUE



FY2023 PLANNED E&G EXPENDITURES BY CATEGORY

The Missouri Coordinating Board for Higher Education and Office of Administration have developed a budget reporting structure which follows federal financial reporting standards for higher education. The broad budget categories and totals for FY2023 are as follows:

Instruction \$ 35,949,035

This includes all expenditures such as faculty salaries, operating funds and equipment which support instructional activities.

Research \$ 434,230

Activity organized to produce research outcomes is included in this category. Internal research grants, research equipment, and undergraduate research stipends are in this budget.

Public Service \$ 55,024

Non-instructional services beneficial to external groups are included in public services. Matching funds for the Upward Bound program are budgeted here.

Academic Support \$ 4,836,518

The Library and academic administration are in this category. Expenses for operation of the library represent over one-half of this budget.

Student Services \$ 10,158,760

This includes areas such as student services administration, counseling services, admissions and records, intercollegiate athletics, health services, and testing services.

Institutional Support \$ 7,360,955

Support areas including fiscal operations, alumni and public relations, and general administration are in this category.

Physical Plant \$ 9,049,824

General physical plant operations, including maintenance, grounds and custodial, and public safety are in this category. Funds for fuel and utilities are also included here.

Maintenance and Repairs \$ 456,000

Funds designated for campus building repairs and preventive maintenance are in this category.

Student Aid \$ 17,400,469

Student scholarships, experienceships and athletic aid are included here.

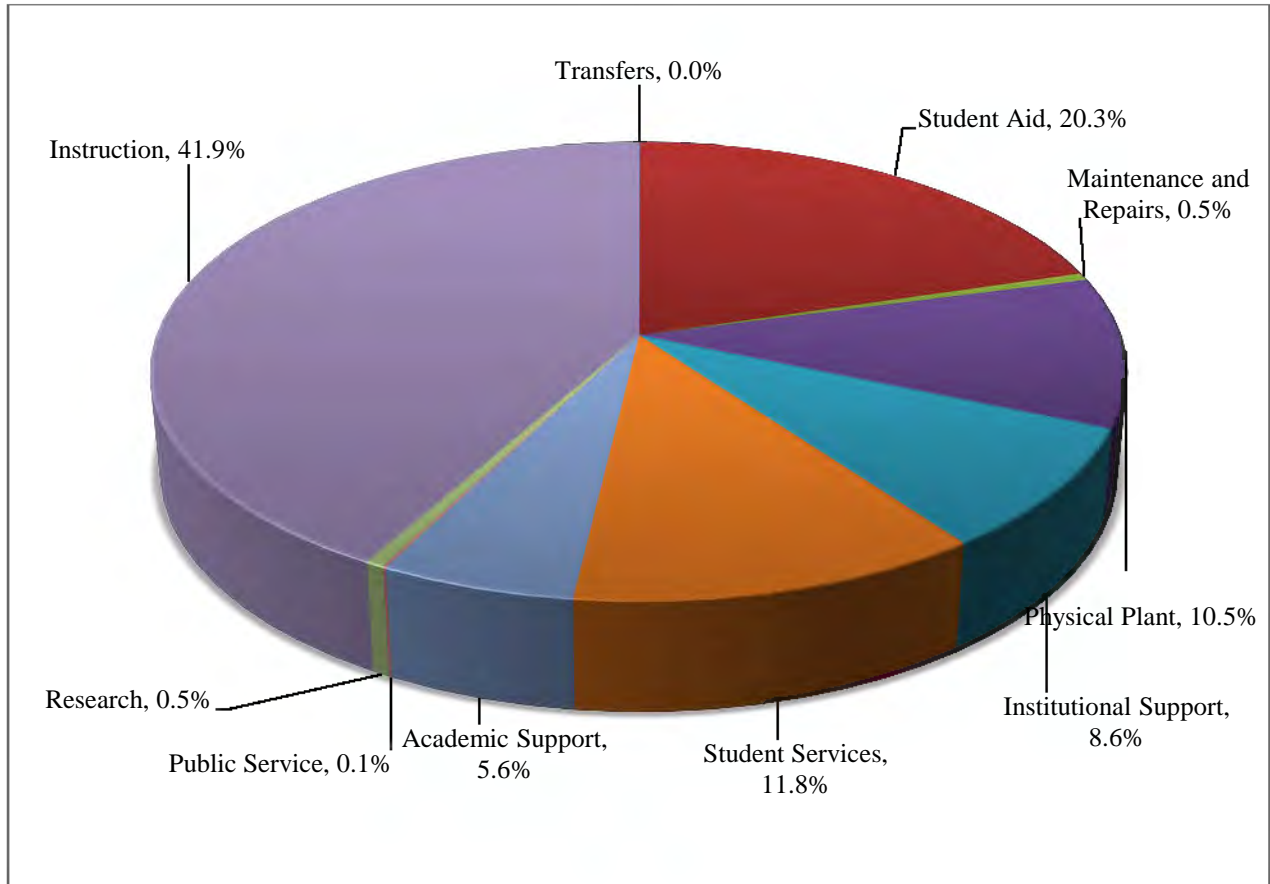
Transfers \$ 30,000

Mandatory transfers for federal aid programs (Perkins and SEOG) comprise this budget.

TOTAL \$ 85,730,815

Note: Several significant changes in categories have been made to match the Uniform Financial Reporting Manual developed by the Missouri Department of Higher Education as well as the most recent National Association of College and University Business Officers guidance regarding classification of various functional areas.

Table 7
FY2023 PLANNED E&G EXPENDITURES



FY2023 EDUCATION AND GENERAL EXPENDITURES BY CATEGORY

	Personal Service	Equipment	Operations	Total
Instruction	31,394,739	942,097	3,612,199	35,949,035
Research	84,000	100,000	250,230	434,230
Public Service	27,837	0	27,187	55,024
SUBTOTAL	31,506,576	1,042,097	3,889,616	36,438,289
Academic Support	3,247,296	0	1,589,222	4,836,518
Student Services	6,031,174	18,000	4,109,586	10,158,760
Institutional Support	6,197,559	0	1,163,396	7,360,955
Physical Plant	4,476,969	45,000	4,527,855	9,049,824
Maintenance & Repairs	0	0	456,000	456,000
Student Aid	2,057,469	0	15,343,000	17,400,469
Transfers	0	0	30,000	30,000
TOTALS	53,517,043	1,105,097	31,108,675	85,730,815

Note: Categories match the Uniform Financial Reporting Manual developed by the Missouri Department of Higher Education as well as the most recent National Association of College and University Business Officers guidance regarding classification of various functional areas.

**COMPARISON OF EDUCATION AND GENERAL BUDGET BY CATEGORY
FY2016 – FY2023**

	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Personal Services	56,643,753	58,132,124	57,129,494	56,461,882	56,480,702	54,076,690	53,544,603	53,517,043
Equipment	2,570,303	2,659,869	2,282,569	2,949,354	3,153,736	1,315,217	1,288,754	1,105,097
Operations	36,087,944	36,525,732	34,956,232	35,832,086	34,833,780	30,095,010	31,297,456	31,108,675
TOTAL	95,302,000	97,317,725	94,368,295	95,243,322	94,468,218	85,486,917	86,130,813	85,730,815

Notes: Equipment category includes funds to cover 3% state withholding and other major contingency accounts. Due to reclassification of equipment under GASB year-to-year comparisons may not be valid.

FISCAL YEAR 2023 AUXILIARY BUDGET NARRATIVE

Executive Summary

Revenue from combined auxiliary operations is projected to decrease in FY2023. This estimate is based on the number housed in the residence halls as well as budgets which are tied to student enrollment such as the Student Union and Recreation Center. Occupancy levels in the residence halls are budgeted based on a decrease from the actual number this past academic year. The rates charged to students for residence halls including room and board were increased by an average of 5.4% for the 2022-23 academic year, and the Student Union fee was increased by \$30 per FTE student per semester.

Several changes in operating and equipment budgets have been recommended for 2022-2023. The major changes in the Auxiliary Budget for FY2023 include allocating funds to cover projected food costs, building insurance, as well as MOSERS contributions. Overall the Auxiliary Budget for FY23 is nearly \$1 million below last year.

General Budget Priorities

This budget was prepared to meet priorities such as providing services to students, and activities which will provide more efficient operations. The budget for auxiliary operations must meet bond payment requirements.

Revenue Assumptions

1. **Residence Halls.** Room and board rates were raised by an average of 5.4% for FY2023. A student living in a typical two-person room will pay \$9,934 for the 2022-2023 academic year. Based upon the projected occupancy rate for the fall semester and 93% returning for the spring semester and a return to typical summer income, revenue from residence halls and apartments is projected at \$14,505,000. This includes other income such as off-campus student meal plans, rentals, and interest income.
2. **Student Union.** The Student Union is primarily funded by a transfer from enrollment income to this budget at a rate of \$125 per full-time equivalent student per semester. This fee was established to build, maintain, and cover debt service for the Student Union. The Student Activity Fee helps fund the Center for Student Involvement, which is housed in

the Student Union. Additional income sources include room rentals, bookstore, and food service commission. Total revenue for the Student Union Building for FY2023 is projected at \$966,000.

3. Recreation Center. Major expenses for the Recreation Center include personnel and operations. A designated fee of \$111 per semester per full-time equivalent student is included in enrollment fees. Debt on the Recreation Center has been retired so funds are being budgeted to help finance future renovations. Total revenue for FY2023 is projected at \$721,000 for the Recreation Center.
4. Service Departments. Due to reduced volume, revenue from the auxiliary service department (Printing Services) is projected at \$200,000 for FY2023.

Planned Expenditures

A significant portion of the Auxiliary Budget is utilized to operate the residence halls. Staff includes the Residential Living Office, hall directors, housekeepers, and physical plant employees assigned to these non-academic areas. Table 8 outlines Auxiliary Budget equipment trends for FY2003-FY2023.

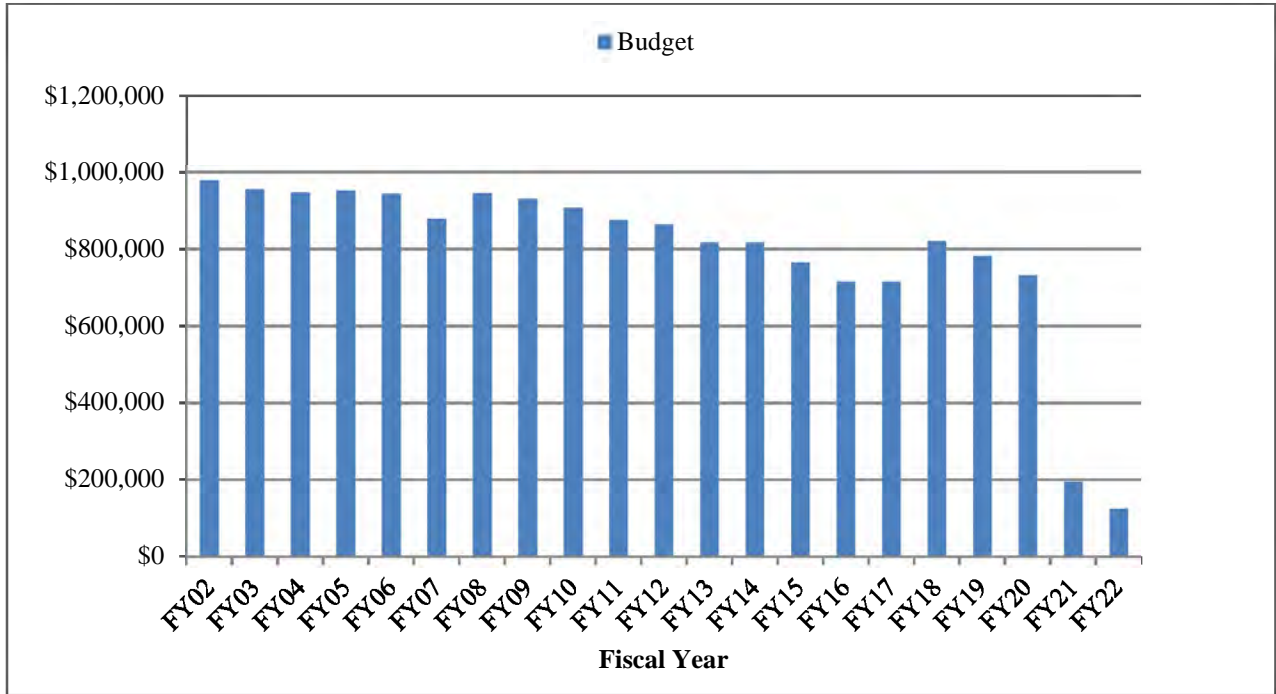
Operating funds for Residential Living include utilities, repairs and renovations, and food service contracts. Funds are included for furniture replacements, food service equipment, and general repairs to the facilities. Food service costs are budgeted to cover projected costs as agreed to in the food service contract, which is the largest single component of this budget. Utility costs are projected to increase in 2022-2023 from the current year actual expenditures and the budget reflects this. A major portion of the Residential Living operating budget is also set aside for bond repayments.

On a smaller scale, the Student Union Building budget also covers personnel, operating costs such as utilities, and funds for replacement and repair of the equipment. Funds are also included to cover general maintenance of this building.

The Recreation Center budget is continued at a level below the previous year since student enrollment has decreased. Utility costs are a major component in the operating budget for this area, and the student employment costs are also included to help staff the facility. An equipment budget is also provided to replace and update items as needed.

Due to fewer students housed on campus and the decline in enrollment, each unit in the Auxiliary System has reduced planned expenditures for FY2023. The total FY2023 Auxiliary budget is down over \$940,000 from FY2022. A projected use of reserves is necessary to balance the budget for FY2023. However, efforts will focus on efficiencies to avoid tapping this source.

Table 8
Auxiliary Equipment Budget Trends
FY02-FY23



<u>Fiscal Year</u>	<u>Equipment Budget</u>	<u>% change</u>
FY03	\$ 954,166	-2.5%
FY04	\$ 945,906	-0.9%
FY05	\$ 950,796	0.5%
FY06	\$ 942,796	-0.8%
FY07	\$ 878,780	-6.8%
FY08	\$ 944,488	7.4%
FY09	\$ 930,488	-1.5%
FY10	\$ 906,247	-2.6%
FY11	\$ 874,233	-3.5%
FY12	\$ 862,633	-1.3%
FY13	\$ 815,883	-5.4%
FY14	\$ 815,883	0.0%
FY15	\$ 763,883	-6.4%
FY16	\$ 714,583	-6.5%
FY17	\$ 714,583	0.0%
FY18	\$ 820,060	+14.7%
FY19	\$ 781,203	-4.7%
FY20	\$ 730,793	-6.4%
FY21	\$ 194,543	-73.4%
FY22	\$ 124,500	-36.0%
FY23	\$ 17,500	-86.0%

Note: Includes equipment funds for residence halls, food service, Student Union, etc.

FY2023 AUXILIARY REVENUE BY CATEGORY

RESIDENCE HALLS

Room and Board **\$14,505,000**

This projection is based on the expected occupancy rate for residence halls and apartments. Spring occupancy is historically 93% of the fall semester and summer income is projected to return to typical levels. This category also includes income from purchase of meal plans by off-campus students.

STUDENT UNION **\$ 966,000**

This revenue source includes the transfer of enrollment fees based on full-time equivalent (FTE) students. Total revenues are projected based on FY23 enrollment and additional income sources include rentals, bookstore, and food service commission.

RECREATION CENTER **\$ 721,000**

Funds for operation of the Recreation Center come primarily from the transfer of enrollment fees based on FTE students. Other sources of income include rental of the facility to outside groups and faculty/staff membership fees.

SERVICE DEPARTMENT **\$ 200,000**

Certain service departments are operated as auxiliary enterprises. Currently the only operation in this category is Campus Printing Services. Revenue is projected to be down slightly for FY23.

PROJECTED DEFICIT **\$ 786,222**

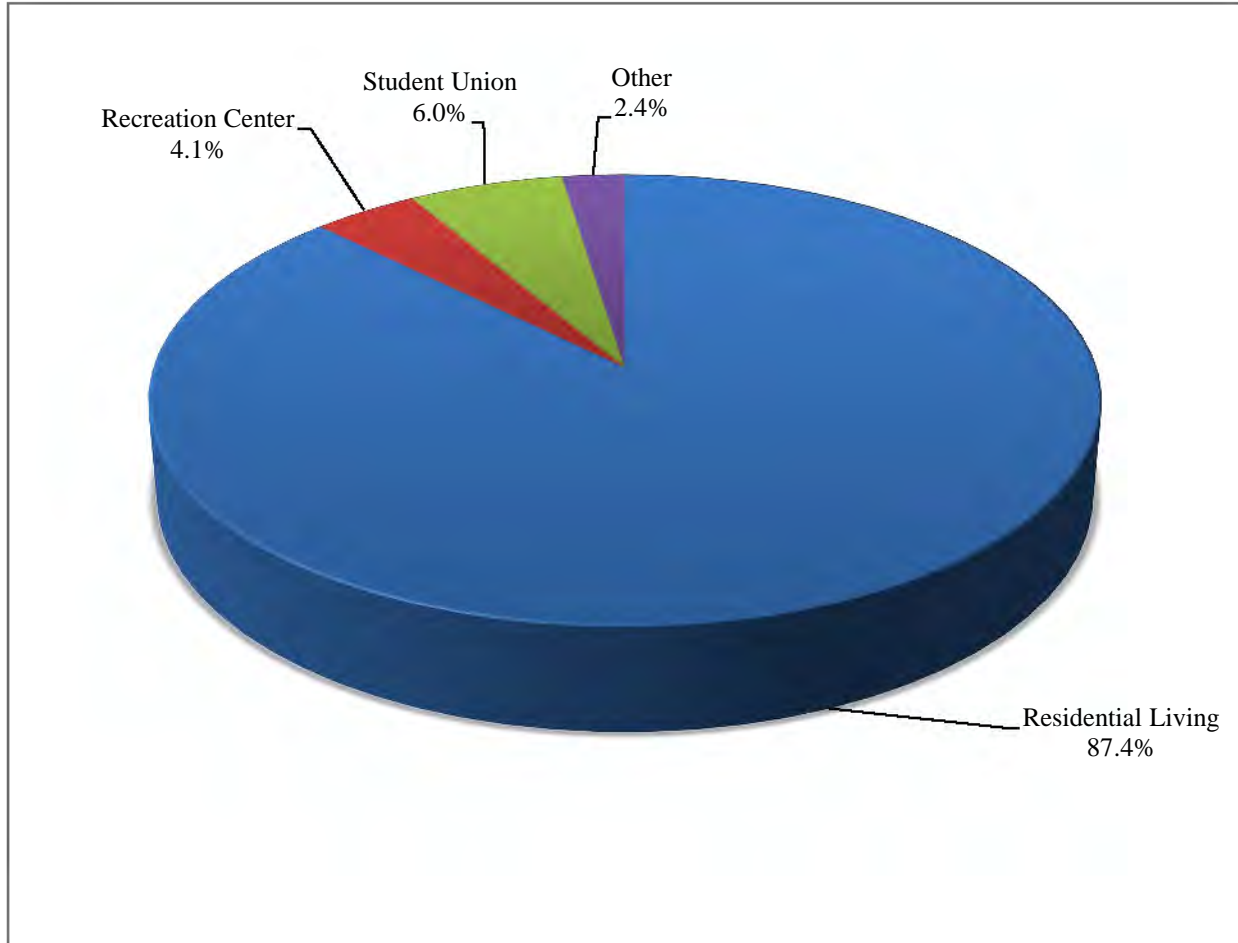
Based on lower projected residence hall income and student designated fees due in part to the continued impact of the COVID-19 pandemic, the FY23 budget may run a deficit.

GRAND TOTAL AUXILIARY REVENUE **\$17,178,222**

FY2023 AUXILIARY EXPENDITURES BY AREA

	Personal Services	Equipment	Operations	Total
Residential Living	2,028,209	0	9,640,240	11,668,449
Residential Living Bond Payments	0	0	3,346,418	3,346,418
Student Union	333,940	0	387,006	720,946
Student Union Bond Payment	0	0	314,611	314,611
Printing Services	225,342	0	115,870	341,212
Auxiliary Administration	63,785	0	13,550	77,335
Recreation Center	503,476	17,500	188,275	709,251
TOTAL	3,154,752	17,500	14,005,970	17,178,222

Table 9
FY2023 AUXILIARY EXPENSES
BY MAJOR AREA



FISCAL YEAR 2023 RESTRICTED FUND BUDGET

Executive Summary

This budget includes funds from outside grants and other sources (state and federal) which are restricted in nature. Examples include federal programs such as McNair and Upward Bound and state-funded activities such as the Regional Professional Development Center. Due to the nature of these programs and the fact that the federal fiscal year does not match Truman's fiscal year, all revenues in this budget are estimated.

Projected Restricted Revenues and Expenditures

Major activities supported through restricted funds include the following:

Upward Bound \$ 482,113

This program is part of the federal TRIO program funded by the Department of Education. It is designed to assist high school students in building the skills and motivation necessary for college success.

McNair \$ 303,553

Truman has received McNair funding since 1992. The program is designed to provide historically underrepresented or underserved college students with preparation for graduate programs.

Regional Professional Development Center \$ 2,084,050

The Regional Professional Development Center is operated in conjunction with Truman's School of Health Sciences and Education. The center is funded by the Missouri Department of Elementary and Secondary Education and provides training and support to public schools in the northeast region. Any fee income generated by Regional Professional Development Center activities is restricted and must be returned to the state if not used for the program.

Congressionally Directed Spending Construction Project for Greenwood Interprofessional Autism Center

\$ 3,420,000

An award from the U.S. Department of Health and Human Services and Health Resources & Services Administration (HRSA) to assist with the renovation of the Greenwood Interprofessional Autism Center.

Congressionally Directed Community Project in the Omnibus Appropriations Act of 2022

\$ 900,000

An award from the U.S. Department of Education to assist with the expansion of degree programs at Truman State University, particularly those associated with the Greenwood Interprofessional Autism Center.

MoExels Data Science Pathway

\$ 365,950

An award from the State of Missouri's Department of Higher Education & Workforce Development to provide funds for the expansion of Data Science educational programs.

NSF-(S-STEM) A Scaffolded Learning Community to Increase Self-Efficacy and Persistence in STEM

\$ 220,489

This grant will support students pursuing majors in the agriculture science, biology, chemistry, and physics departments.

Pell

\$ 3,000,000

Pell Grants are provided from federal funds to eligible students based on need. This amount is a projection as awards are contingent on the number of qualifying students enrolled.

SEOG

\$ 101,284

Supplemental Educational Opportunities Grants are provided from federal funds to eligible students.

Work Study

\$ 310,818

The College Work-Study Program includes federal funds to support part-time student workers.

Federal TEACH Grant \$ 47,000

This grant provides up to \$4,000 to eligible undergraduate and graduate students who agree to teach specified high-need subjects at schools serving primarily underrepresented or underserved populations for four years within eight years of graduation. This amount is a projection as awards are contingent on the number of qualifying students enrolled.

Other \$ 147,402

There are numerous smaller grants and contracts from foundations and governmental sources designed for instruction, research, and public service activities. This includes programs supported by DOJ, Missouri State Board of Nursing, NASA, and NIH.

TOTAL ESTIMATED FY2023 RESTRICTED \$11,382,659

FISCAL YEAR 2023
ESTIMATED RESTRICTED REVENUE AND EXPENDITURES

<u>Area or Program</u>	<u>FY2023 Estimate</u>
Upward Bound	\$ 482,113
McNair	\$ 303,553
Regional Professional Development Center	\$ 2,084,050
Congressionally Directed Spending Construction Project for Greenwood Interprofessional Autism Center	\$ 3,420,000
Congressionally Directed Community Project	\$ 900,000
MoExcels Data Science Pathway	\$ 365,950
NSF S-STEM	\$ 220,489
Pell	\$ 3,000,000
SEOG	\$ 101,284
Work-Study	\$ 310,818
Federal TEACH Grant	\$ 47,000
Other	\$ 147,402
 TOTAL	 \$ 11,382,659

COMBINED OPERATING BUDGET SUMMARY

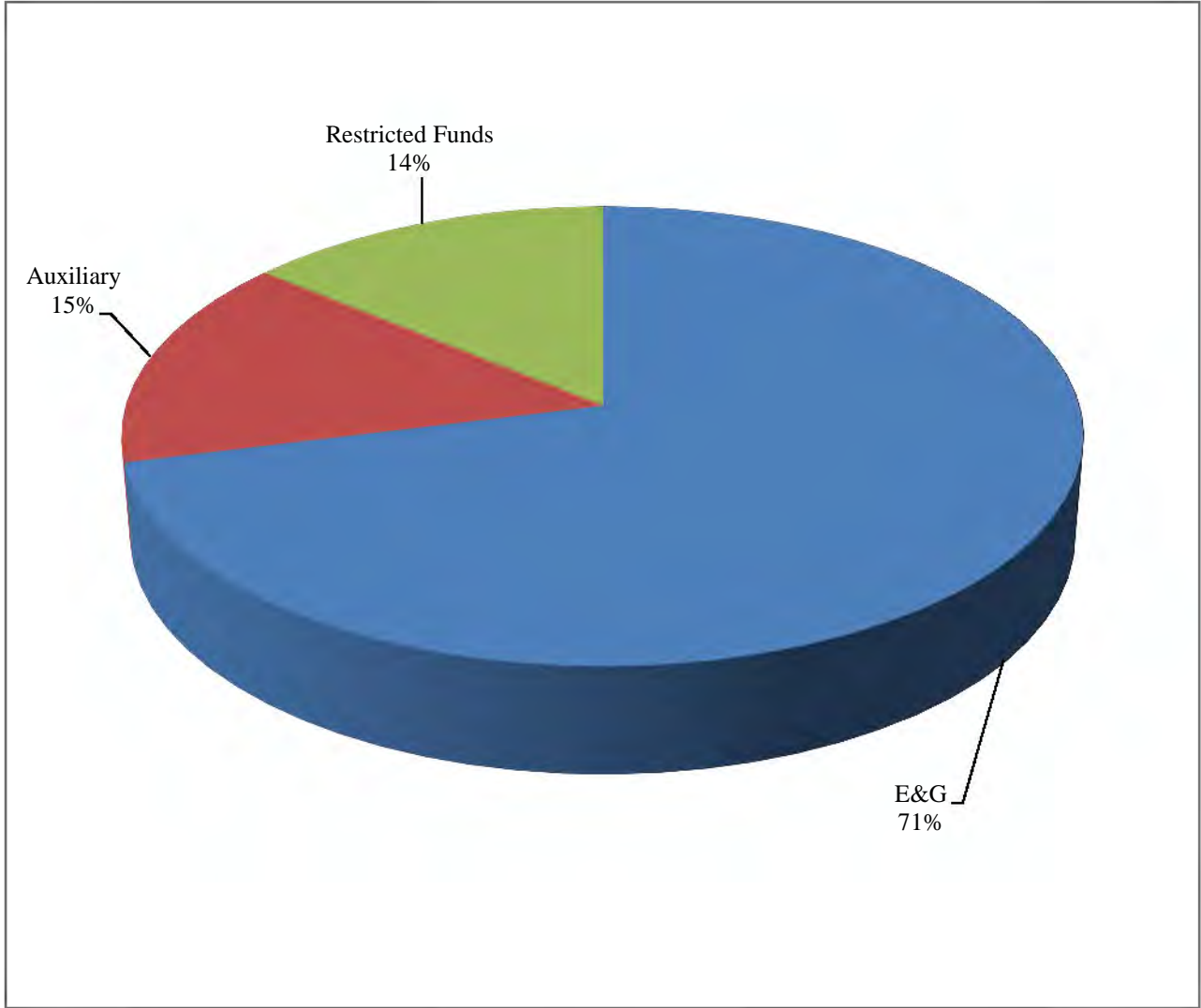
The combined operating budget for Fiscal Year 2023 totals \$121,160,470.

Education and General	\$ 85,730,815
Auxiliary	\$ 17,178,222
Restricted Funds	<u>\$ 11,382,659</u>
Total	\$114,291,696

Table 10 illustrates the combined operating budget distributed by type, and the Education and General budget represent 75% of the total.

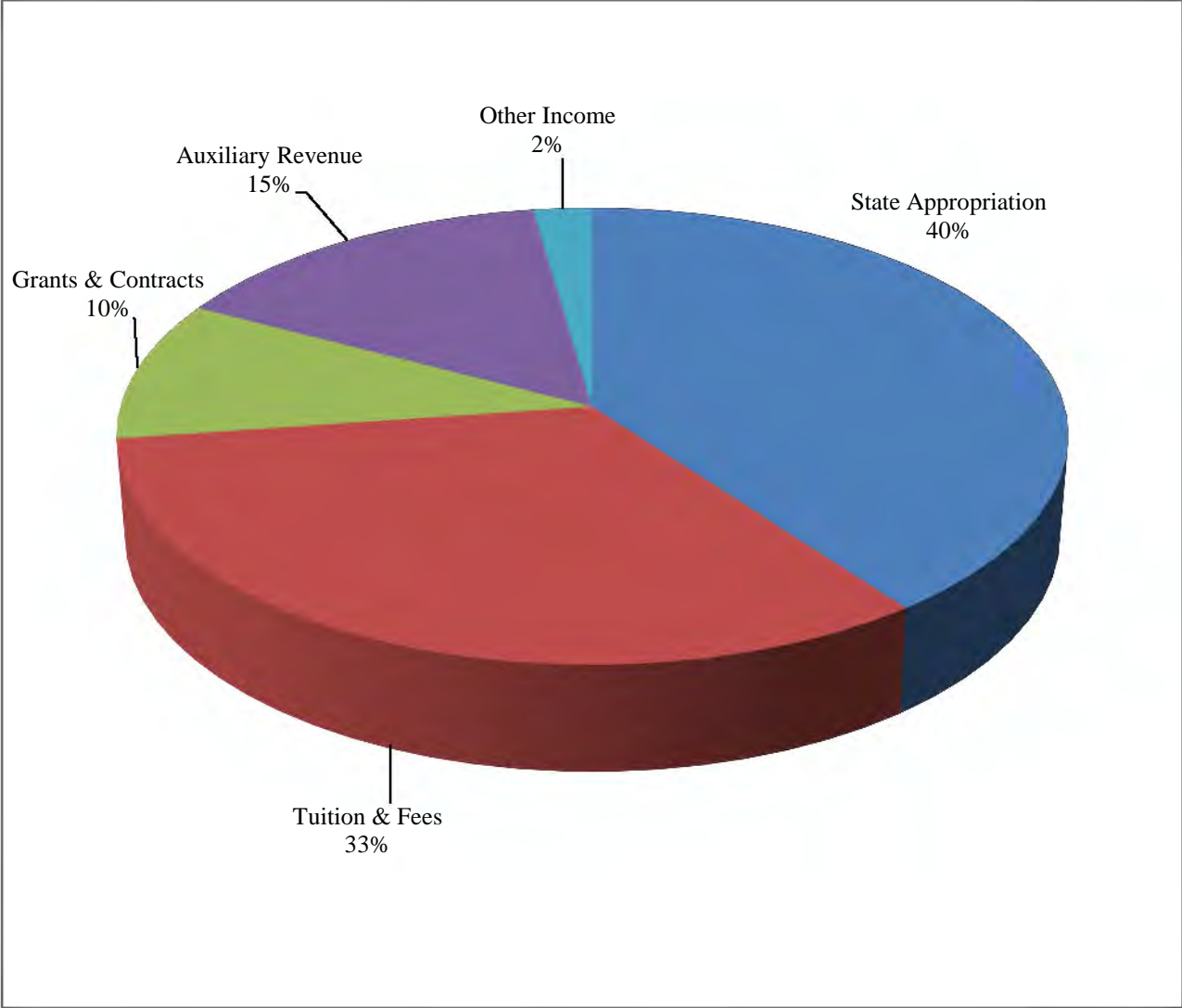
Projected revenues are equal to the various operating budgets, and Table 11 illustrates the sources of revenue which are combined to produce the funds needed. Major sources, in descending order, are State Appropriations, Student Tuition and Fees, Auxiliary Revenue, Grants and Contracts, and Other Income.

**Table 10
FY2023 OPERATING BUDGETS**



Operating Budget	\$ Amount
E&G	\$85,730,815
Auxiliary	\$17,178,222
Restricted Funds	\$11,382,659

**Table 11
FY2023 Revenue Sources**



Revenue Sources	\$ Amount
State Appropriation	\$45,534,649
Tuition & Fees	\$37,623,000
Grants & Contracts	\$11,382,659
Auxiliary Revenue	\$17,178,222
Other Income	\$ 2,573,166

Nancy Gingrich

Policy for Exempt and Salaried/Comp Time Eligible Staff Salaries

Full time exempt and salaried/comp time eligible staff salaries will increase as follows. The increase will be effective July 1, 2022, for employees on the payroll as of that date unless the employment letter indicates otherwise. Staff with full-time positions which are less than 12 months will receive a prorated increase.

<u>Category</u>	<u>Increase</u>
Exempt and Salaried/Comp Time Eligible Staff Currently earning annual salaries less than \$40,000	\$1,500
Exempt and Salaried/Comp Time Eligible Staff Currently earning \$40,000-\$50,000	\$1,000

Policy for Non-Exempt Staff Salaries

Non-exempt staff starting salaries will be increased effective July 1, 2022 as outlined in the tables which follow.

Existing non-exempt staff will receive a raise as follows:

<u>Category</u>	<u>Increase</u>
Hourly Staff earning less than \$18.50 per hour	\$1.00 per hour
Hourly Staff earning over \$18.50 per hour	\$0.75 per hour

Policy for Hourly Personnel Wage Rates

The standard starting wage for employees in clerical, secretarial, and similar office positions will be as follows effective July 1, 2022.

Grade	Title	Hourly
A	Office Assistant 1	\$13.00
B	Office Assistant 2	\$13.25
C	Administrative Assistant 1	\$14.73
D	Administrative Assistant 2	\$16.35

Policy for Unit I Wage Rates

The hourly wage rates for employees in Unit I will be as follows effective July 1, 2022.

WAGE RATES FOR UNIT I

<u>Wage Status</u>	<u>Controls Technician</u>	<u>Grounds Mechanic</u>
Step 1	\$20.90	\$15.45
Step 2	\$21.90	\$15.95
Step 3	\$23.00	\$16.55

<u>Wage Status</u>	<u>Mechanical Services</u>	<u>Building Trades</u>
Step 1	\$16.31	\$15.80
Step 2	\$17.19	\$16.58
Step 3	\$17.90	\$17.17

<u>Wage Status</u>	<u>Groundskeeper/ Mover/Laborer</u>	<u>Housekeeper</u>
Step 1	\$12.90	\$12.48
Step 2	\$13.51	\$13.08
Step 3	\$13.98	\$13.59

Step 1 = Starting Pay

Step 2 = 1st year anniversary

Step 3 = 2nd year anniversary

Individuals on Step Schedule receive applicable increases on anniversary date.

Academic Promotion Salary Increase AY22-23

Faculty promotion adjustments are approved in June. Faculty members who are promoted in rank for the 2022-2023 academic year (excluding those whose salaries for the 2022-2023 academic year have been established by separate agreement) are to be given the following increases in their salaries for the 2022-2023 academic year:

<u>Academic Promotion</u>	<u>Amount</u>
Instructor to Assistant Professor	\$1,000
Assistant Professor to Associate Professor	\$3,600
Associate Professor to Professor	\$7,200

Equity Adjustments

The President of the University may grant adjustments in salaries to a limited number of faculty or staff members, when required for the purposes of equity and fairness. Such adjustments made by the President are to be reported to the Board at the next regular meeting.



CHAPTER 10

FISCAL AND BUSINESS AFFAIRS – PERSONNEL

Sections:

- 10.010. Employment and Supervision of Faculty and Staff
- 10.020. Equal Employment Opportunity/Affirmative Action
- 10.030. Nepotism Prohibited
- 10.040. Professional Leave for Staff
- 10.050. Stipends for Graduate Study
- 10.060. Family and Medical [~~Family and Funeral~~] Leave Act (“FMLA”)
- 10.070. Paid Leave
~~[Vacation Leave]~~
- 10.080. Extended Sick Leave
- 10.090. Annual Holidays
- 10.100.** Copyrights
- 10.110.** Inventions and Patents
- 10.130. Voluntary Tax Sheltered Plans
- 10.150. Employees Represented by Union
- 10.160. Salary Policies
- 10.170. Political Activities
- 10.180. Financial Exigency-Retrenchment

10.010. Employment and Supervision of Faculty and Staff. The President of the University is charged with the responsibility for employment of a competent and effective faculty and staff within the annual budgets approved by the Board of Governors and for the supervision of such faculty and staff. It is the duty of the President of the University to develop and implement appropriate policies and procedures for hiring, training, supporting, and evaluating faculty and staff members and, when necessary, for the disciplining and/or discharging of faculty and staff members. The President of the University may delegate to other administrators as much authority for employment decisions as he or she deems proper and advisable for effective and efficient

administration. The President reports to the Board in a timely manner all of his or her actions to hire, promote, suspend, or discharge employees, except those in regard to part-time student workers.

10.010.1. Authority of President. The President of the University has the authority to appoint, reappoint, promote, reassign, discipline, suspend, and discharge employees. He or she also may accept resignations, grant leaves of absence without pay, and take other appropriate personnel actions in regard to faculty and staff. Provided, however, that the President may not 1) take such actions in violation of the Bylaws or other policies of the Board or 2) approve expenditures in excess of the total amount budgeted for expenditures in the applicable budget.

10.010.2. Reservation of Authority by Board. The following personnel matters are specifically reserved for action by the Board of Governors:

1. Appointment and removal of officers named in the Bylaws.
2. Reappointment of faculty members in regular positions when such reappointment is tantamount to the granting of tenure.
3. Promotion in academic rank of faculty members in regular positions.
4. Grant of paid sabbatical or professional leaves of absence.
5. Discharge of tenured faculty members.
6. Award of early retirement benefits.

10.20. Equal Employment Opportunity/Affirmative Action Program. The Board of Governors reaffirms and states the policy of equal employment opportunity.

10.20.1. Policy Statement. The University will provide equal employment opportunity on the basis of merit and without discrimination on the basis of sex, disability, age, race, color, national origin, religion, sexual orientation or veteran status pursuant to the

University's Notice of Non- Discrimination, applicable Missouri statutes and Federal Executive Orders 11246 and 11375 and Chapter 60 of Title 41 of the Code of Federal Regulations as amended by Part 60-2 and Revised Order No. 4. The University will extend equal opportunity for employment in both faculty and staff positions to all qualified persons, and will promote equal opportunity through a positive and continuing affirmative action program. The obligation to establish affirmative action procedures to implement this policy shall rest with the President of the University.

- 10.20.2. Purpose. The purpose of the affirmative action program is twofold: 1) to further implement the University's policy on equal employment opportunity throughout all departments, facilities, offices, and units of the University and 2) to insure that University policy is widely understood by all personnel and the public in general.
- 10.20.3. Administration of the Program. The responsibility of coordinating and monitoring the affirmative action program may be delegated by the President of the University to an Affirmative Action Officer.
- 10.030. Nepotism Prohibited. Pursuant to the Missouri Constitution, no officer or employee shall participate, either directly or indirectly, in a decision to appoint or hire an employee of the University, either part-time or full-time, who is related to such officer or employee within the fourth degree of consanguinity (blood) or affinity (marriage). It also shall be a violation of this policy for, an employee to supervise, either directly or indirectly, the work of another employee who is related within such fourth degree, unless the supervisory role is specifically approved by the President of the University.

- 10.040. Professional Leave for Staff. The professional leave policy is designed primarily for the improvement of instruction. However, the Board will consider applications for paid leaves of absence by administrative and professional staff members when such leaves will provide adequate benefits to the University. In such cases, the rules and requirements for professional leaves of faculty members will apply to the professional leaves for staff members.
- 10.050. Stipends for Graduate Study. Stipends are authorized for graduate study by honor graduates and current faculty members of this University and prospective faculty members as selected by the President of the University. The President of the University is authorized to determine the amount of such stipends.
- 10.060. Family and Medical [~~Family and Funeral~~] Leave Act (FMLA) [~~Rationale and Purpose~~]. This policy [~~is intended to coordinate with the existing Federal Legislation entitled the~~] sets forth employees' rights and obligation under the Family and Medical Leave Act of 1993 (FMLA). The FMLA is a federal law that entitles eligible employees to up to 12 workweeks of job-protected leave during any 12-month period to care for a new child, care for a seriously ill family member, or recover from a serious illness. The FMLA entitles eligible employees to unpaid leave. However, the University provides employees with some paid leave for FMLA qualifying reasons. See Section 10.070. [~~to provide Truman State University employees with needed benefits concerning the work family environment; and to provide contingencies for employees so that they can attend to family emergencies and family events. Any leave granted pursuant to these policies shall run concurrently with any leave available under FMLA. These~~

~~policies do not extend or enlarge the University's obligations under FMLA.~~
~~Medical, family and funeral leaves are administered in the following manner:]~~

10.060.1. [General All Employees] Definitions.

Child – A child is a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is either under age 18, or age 18 or older and “incapable of self-care because of a mental or physical disability” at the time that FMLA leave is to commence ~~[biological child of the employee or whom the employee adopts or for whom the employee is financially responsible, and whom the employee supervises on a day-to-day basis].~~

Covered Service Member – A current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

Covered Veteran – An individual who was a member of the Armed Forces (including a member of the National Guard or Reserves), and was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

~~[Compensation – something given or received as payment or its equivalent for a service.]~~ Eligible Employee – An eligible employee is one who has been employed by the University for a total of at least twelve (12) months at the time of the leave

of absence, and has actually worked at least 1,250 hours during the 12-month period immediately preceding the leave. The 12-months of employment do not have to be consecutive. If the employee has a break in service that lasted seven (7) years or more, the time worked prior to the break will not count unless required by law.

Intermittent and Reduced Schedule Leave – Leave taken to care for an employee’s covered family member, the employee’s own serious health condition, or to care for a qualified service member may be taken intermittently or on a reduced leave schedule when medically necessary, provided a health care provider certifies the expected duration and schedule of such leave. Leave for military exigency may also be taken intermittently or on a reduced leave schedule.

Employees who are approved for intermittent FMLA leave must continue to comply with the normal call-in procedures to the extent possible. Employees taking intermittent or reduced schedule leave that is foreseeable based on planned medical treatment may be required to transfer temporarily to an available alternative position for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave than the employee’s regular position.

Intermittent leave and/or a reduced schedule leave may be taken for the birth or adoption of a child or placement with the employee of a child for foster care if approved by the employee’s direct supervisor and may not extend beyond 12-months after the birth, adoption, or placement of a child for foster care. If an

employee needs leave intermittently or on a reduced leave schedule for planned medical treatment, then the employee must make a reasonable effort to schedule the treatment so as not to unduly disrupt the University's operations.

Parent – A biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the employee when the employee was a child. This term does not include parents “in law.” ~~[An employee's biological parents or other individual who assumed day-to-day care and financial responsibility for the employee when the employee was a child.]~~

Serious Health Condition – [a health condition which qualifies an employee for benefits under the FMLA.] A serious health condition means an illness, injury, impairment, or physical or mental condition that involves:

- a. Inpatient care (i.e., an overnight stay) in a hospital or other medical care facility (including any period of incapacity or any subsequent treatment in connection with such in-patient care);
- b. Period of incapacity of more than three (3) consecutive full calendar days, and any subsequent treatment or period of incapacity relating to the same condition that also involves:
 - i. Treatment by or under the orders of a health care provider on at least two (2) occasions within the first thirty (30) days of the incapacity; or

- ii. Treatment by a health care provider on at least one (1) occasion within the first seven (7) days of the incapacity which results in a regimen of continuing treatment under the supervision of a health care provider.
- c. Any period of incapacity due to pregnancy, or for prenatal care;
- d. Chronic serious health condition requiring periodic visits (defined as a least twice per year) for treatment by or under the supervision of a health care provider that continues over an extended period of time and may cause an episodic rather than a continuing period of incapacity;
- e. Permanent or long-term conditions requiring supervision for which treatment may not be effective; or
- f. Multiple treatments by a health care provider or under the supervision of a health care provider, either for restorative surgery after an accident or other injury, or for a condition that will likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment.

Spouse – The person with whom an employee has entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either:

- a. Was entered into in a state that recognizes such marriages; or

b. If entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.

~~[2. FMLA Leave Family and Medical Leave Eligibility (FMLA)—an eligible employee is one who has worked for the University for at least 12 months and has at least 1,250 hours of service for the University during the last 12 month period immediately preceding the leave.~~

~~Medical Leave and Family Leave—Medical leave and family leave are provided with the realization that an employee or an employee's spouse, child or parent may become ill or injured and the employee may need time off to recover or to care for the employee's spouse, child or parent. Also, an employee may need time off to care for employee's newborn child or to provide care for a child placed with employee for adoption. Medical and family leave are provided to employees with and without faculty rank, in accordance with the provisions of the Code of Policies as set out below.~~

~~Funeral Leave—Funeral leave for all employees shall be granted for up to three (3) days, with pay, for the funeral of the employee's spouse, mother, mother-in-law, father, father-in-law, child, brother, sister, grandchild, step-parent or step-child. Funeral leave shall be granted for up to one (1) day, with pay, for the employee for the funeral of the employee's sister-in-law, brother-in-law, aunt, uncle, grandparent or the grandparent of the employee's spouse, great-grandparent or great-grandchild. The employee may, with their supervisor's permission, use compensatory time, accrued vacation or accrued medical leave to take additional days associated with funeral leave.]~~

10.060.2. FMLA Leave Entitlement.

1. **Subject to the requirements described in this policy, an eligible employee may take up to 12 workweeks of leave in a 12 month period for one or more of the following reasons:**
 - a. **The birth of a child or placement of a child with the employee for adoption or foster care; leaves for birth, adoption, or foster care must be taken with 12-months of the event;**
 - b. **To care for the employee’s spouse, child, or parent, with a serious health condition, as certified by a health care provider;**
 - c. **For a serious health condition that makes the employee unable to perform the essential functions of the employee’s job; or**
 - d. **For any qualifying exigency arising out of the fact that an employee’s spouse, child, or parent is a military member on covered active duty (or has been notified of an impending call or order to covered active duty status).**
2. **The 12-month period is measured forward from the date the eligible employee takes FMLA leave.**
3. **Spouses who are eligible employees are limited to a combined total of 12 workweeks of leave in a 12-month period for the following FMLA-qualifying reasons:**
 - a. **Leave to care for a parent with a serious health condition**
 - b. **Birth of a child and bonding with the child;**
 - c. **Placement of a child for adoption or foster care and bonding with the**

child.

10.060.3. Leave Entitlement to Care for a Covered Service Member.

An eligible employee may also take up to 26 workweeks of leave during a single 12-month period to care for a covered service member with a serious injury or illness, when the employee is the spouse, child, parent, or next of kin of the covered service member. The single 12-month period for military caregiver leave is different from the 12-month period used for other FMLA leave reasons. The single twelve (12) month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends 12 months later.

Covered service members include:

- a. A current member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, therapy, is in outpatient status, or is on the temporary disability retired list for a serious injury or illness; or
- b. A veteran of the Armed Forces (including the National Guard or Reserves) discharged within the five (5) year period before the family member first takes military caregiver leave to care for the veteran and who is undergoing medical treatment, recuperation, or therapy for a qualifying serious injury or illness. A veteran who was dishonorably discharged does not meet the FMLA definition of a covered service member.

For a current service member, a serious injury or illness is one that may render the service member medically unfit to perform military duties. For a veteran, a serious injury or illness is one that rendered the veteran medically

unfit to perform military duties, or an injury or illness that qualifies the veteran for certain benefits from the Department of Veterans Affairs or substantially impairs the veteran's ability to work. For veterans, it includes injuries or illnesses that were incurred or aggravated during military service but that did not manifest until after the veteran left active duty. Military caregiver leave is available to an eligible employee once per service member, per serious injury or illness.

10.060.4. Use of Paid Time While on FMLA Leave.

Employees must use all available paid sick, vacation, and parental leave while on FMLA leave. Once paid leave time is exhausted, FMLA leaves are without pay.

10.060.5. University Notice of the Need for FMLA Leave.

When the leave is foreseeable, the employee must provide thirty (30) days advance notice. Otherwise, the employee must notify the university as soon as practicable upon learning of the need for leave.

10.060.6. Medical Certification.

If the requested leave is for a serious health condition of the employee, the employee will be required to prove a health care provider's certification providing information regarding the condition and inability to perform one or more essential functions of the job within fifteen (15) calendar days after the employer's request. If the requested leave is to care for a covered family member, the employee will be required to provide, within fifteen (15) calendar days after the employer's request, a health care provider's certification providing information as to the serious health condition and stating that the

employee is needed to care for the family member. The university may request subsequent re-certifications during the course of the leave in accordance with the limitations set forth in the FMLA regulations. Updated work absence statements from the healthcare provider are required for all leave extensions. Records and documents relating to medical certifications or re-certifications of employees or employees' family members will be maintained as confidential medical records in Human Resources, subject only to the limited exceptions set forth in the FMLA regulations. FMLA may be denied if requested certifications are not provided within prescribed time limits.

10.060.7. Benefits.

During FMLA leave, an employee is eligible to continue participation in the University's employee benefit programs. In order for the coverage to be continued, the employee will be responsible for the employee's portion of the cost.

10.060.8. Return to Work.

A health care provider's statement will be required for return to work from the employee's own serious health condition, including after the birth of a child. The return to work form must be presented before the employee may be returned to the work schedule. The return to work form must document the nature and duration of work restrictions if any. If the employee is able to return to work earlier than the date indicated, the employee will be required to notify the supervisor and/or the campus Human Resources office at least two (2) workdays prior to the date the employee intends to return for work.

The department will return the employee to the same position held before the leave or an equivalent position. The employee will be provided the level of benefits and seniority held before the leave.

10.060.9. Exhaustion of FMLA Leave.

An employee who has exhausted all FMLA leave and needs additional leave due to an FMLA qualifying condition or event may, with their supervisor's permission, remain on leave for up to an additional 4 workweeks. During this time the employee must use all available compensatory time, vacation, and/or sick leave.

10.060.10. Failure to Return to Work.

If the employee fails to return to work following the expiration of the FMLA leave and has not requested an extension of the leave, the employee will be considered to have voluntarily resigned from the university as of the day the leave paperwork expired.

10.070. Paid Leave.

10.070.1. Sick Leave.

Sick Leave Accumulation for Full-Time Employees with Faculty Rank.

Beginning December 1, 2015, full-time employees with faculty rank earn nine (9) days of sick leave per academic year.

Sick Leave Accumulation for Employees without Faculty Rank. Full-time

employees without faculty rank earn one day of leave for each month of service.

Employees who work at least half-time accumulate sick leave on a prorated basis.

Use of Sick Leave. Sick leave is to be used in the event of illness, injury, or scheduled health related appointments for the employee or an immediate family member. Employees may be required to submit documentation from a physician after an absence of three consecutive work days.

10.070.2 Vacation Leave for Employees without Faculty Rank.

Full-Time Professional Exempt Employees. Vacation leave for full-time professional exempt employees accrues at the rate of 1.25 days per month (15 working days per year). At the beginning of the 15th year of continuous employment, vacation leave accrues at the rate of 1.67 days per month, which totals 20 days per year. At the beginning of the 20th year of continuous employment, vacation leave accrues at the rate of 2 days per month, which totals 24 days per year.

Full-Time Professional Non-Exempt Employees. Vacation leave for full-time professional non-exempt employees accrues at the rate of 1.25 days per month (15 working days per year). At the beginning of the 15th year of continuous employment, vacation leave accrues at the rate of 1.67 days per month, which totals 20 days per year. At the beginning of the 20th year of continuous employment, vacation leave accrues at the rate of 2 days per month, which totals 24 days per year.

Full-Time Hourly Employees. Vacation leave for full-time hourly employees accrues at the rate of 0.83 of one day per month, which totals 10 working days per year, during the first five years of continuous employment. From the beginning of the sixth year of continuous employment to the beginning of the 15th year, vacation leave accrues at the rate of 1.25 days per month, which totals 15 working days per year. At the beginning of the 15th year of continuous employment, vacation leave accrues at

the rate of 1.67 days per month, which totals 20 working days per year. At the beginning of the 20th year of continuous employment, vacation leave accrues at the rate of 2 days per month, which totals 24 days per year.

Other Employees. Vacation leave for part-time employees who work at least 20 hours per week or for full-time employees employed less than 12 months per year accrues at a rate proportionate to that of full-time similarly classified employees who work 40 hours per week on a twelve month basis.

10.070.3. Paid Parental Leave.

Purpose. The purpose of Paid Parental Leave is to enable employees to care for and bond with a newborn child, a newly adopted child, or a newly placed foster child.

Eligibility. Paid Parental Leave is FMLA leave. Therefore, employees must meet all FMLA eligibility requirements in order to receive Paid Parental Leave. Any leave taken under this policy will be counted as FMLA leave. All other requirements and provisions under the FMLA will apply.

Amount of Paid Parental Leave. Employees will be paid at their regular rate of pay for up to seven (7) workweeks following the birth or placement with the employee of a child for adoption or foster care. Employees must take all available Paid Parental Leave within 12 months of the birth, adoption or placement of the child. Paid parental leave may not be used or extended beyond this 12-month period. Paid Parental Leave cannot be carried forward for future use, transferred to another employee, or paid monetarily at the time of the employee's separation from employment. If both parents are employed by the

University and meet eligibility requirements, then each parent is entitled to seven (7) workweeks of Paid Parental Leave.

An employee will not receive more than seven (7) workweeks of Paid Parental Leave during a 12-month period from the first day Paid Parental Leave is used, regardless of whether more than one qualifying event occurs within that 12-month period. The birth, adoption or placement of multiple children does not entitle the employee to more than seven (7) workweeks of Paid Parental Leave. Requesting Leave. The employee will provide his or her supervisor and the Human Resources Office with notice of the request for leave at least 30 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible). The employee must complete the necessary forms and provide all documentation as required by the Human Resources Office to substantiate the request.

Other Leave Accruals. Employees will continue to accrue sick time and/or vacation time while on Paid Parental Leave.

10.070.4. Funeral Leave. Funeral leave for all employees shall be granted for up to four (4) days, with pay, for the funeral of the employee's spouse, mother, mother-in-law, father, father-in-law, child, child-in-law, brother, sister, grandchild, step-parent or step-child. Funeral leave shall be granted for up to one (1) day, with pay, for the employee for the funeral of the employee's sister-in-law, brother-in-law, aunt, uncle, grandparent or the grandparent of the employee's spouse, great-grandparent or great-grandchild. The employee may, with their supervisor's permission, use compensatory time, accrued vacation or accrued

sick leave to take additional days associated with funeral leave.

10.070.5. ~~[Medical]~~ Leave Covered by Workers' Compensation. ~~[Medical]~~ **Paid** leave shall be granted to persons who are covered by Workers' Compensation or other forms of insurance to which the University contributes, only to the extent to which ~~[these-
medical leave provisions]~~ **the employee's** paid leave exceeds income from Workers' Compensation or insurance to which the University contributes or provides matching funds.

10.080. Extended ~~[Medical]~~ **Sick** Leave. In cases of **an** extended ~~[illness or illnesses]~~ **serious health condition** of the employee, subject to the criteria set forth in subsection e., below.

- a. The President is authorized, at his or her discretion, to grant extended ~~[medical]~~ **sick** leave, with pay and benefits, for up to 60 days for employees with five or more years of continuous, full-time service who have exhausted all other available leave, including FMLA leave.
- b. For employees who have exhausted their extended ~~[medical]~~ **sick** leave granted under subsection a., above, the President is further authorized, at his or her discretion, to grant additional extended ~~[medical]~~ **sick** leave for up to 120 days, without pay, for employees with five or more years of continuous, full-time service. In this instance, such employees may have continued benefits to the extent that such benefits are available to them from the University's benefits providers at no additional cost to the University, or to the extent that such benefits are available pursuant to the Consolidated Omnibus Budget Reconciliation Act (COBRA).

- c. For employees who lack five years of continuous, full-time service and are, therefore, ineligible for extended **[medical] sick** leave under subsections a. and b., above, the President is authorized, at his or her discretion, to grant extended **[medical] sick** leave for up to 180 days, without pay, if such employee has exhausted all other available leave, including FMLA leave. In this instance, such employees may have continued benefits to the extent that such benefits are available to them from the University's benefits providers at no additional cost to the University, or to the extent that such benefits are available pursuant to COBRA.
- d. These provisions for extended **[medical] sick** leave do not extend or enlarge the University's obligations with respect to continuation of health plan coverage under COBRA.
- e. Extended **[medical] sick** leave as described in sections a, b and c above is available only when the employee requesting such leave, makes the request contemporaneously with an application for disability benefits through the University's long term disability benefits program or through the U.S. Social Security disability benefits program or simultaneously through both programs. The employee requesting extended **[medical] sick** leave shall provide the Human Resources Department with sufficient evidence to confirm that he or she has applied for disability benefits before extended **[medical] sick** leave may be granted.

[10.060.2. Full Time Employees with Faculty Rank

1. Medical Leave Accumulation

~~Full-time employees with faculty rank who began their employment with the University prior to December 1, 2015, begin employment at the University with sixty (60) days of Medical leave, which is granted by the Board of Governors and is unearned. In addition, nine (9) Medical days per academic year are earned. Unearned and earned medical leave taken together shall be considered “accumulated leave” for purposes of the Code sections relating to faculty, and may be used for Medical Leave or Family Leave as defined in Board of Governor’s policy.~~

2. ~~Employee Medical Leave~~

a. ~~Full-time employees with faculty rank may request medical leave for medical reasons, including pregnancy, for the period of time that the employee is unable to work as determined by his or her healthcare provider. The employee should request such leave through the Academic Dean, with appropriate paperwork submitted to the Human Resources Office. The University may request appropriate documentation, including a physician’s statement. The University reserves the right to a second opinion at its cost.~~

b. ~~Medical Leave will be on full pay to the extent of accumulated leave. FMLA leave and leave without pay may be applicable.~~

3. ~~Family Leave~~

a. ~~Family Leave for employees with faculty rank may be granted, with pay, to the extent of accumulated leave for a period not to exceed one semester during any 12-month period of employment under the~~

~~following circumstances:~~

- ~~i. Care for qualifying employee's newborn or placement of a child (age 5 years or less unless the child is disabled or there are extraordinary circumstances) with the employee for adoption. Family leave taken in conjunction with the birth or adoption of a child must be taken within one year of such birth or adoption.~~
- ~~ii. Care of the employee's spouse, child, or parent with a serious health condition.~~

~~b. FMLA leave and leave without pay may be applicable.~~

~~In the case of Family Leave related to childcare, if the University employs both parents, then the combined leave of both parents will not exceed 16 weeks, using accumulated leave and leave without pay if applicable.~~

~~An employee requesting paid Family Leave for the care of a spouse, child or parent due to a serious health condition will be asked to provide a physician's documentation of the medical condition.~~

~~e. Employees requesting paid Family Leave should work with their Academic Dean at the earliest opportunity to develop plans that may consist of alternate work schedules, substitution of duties, project-specific work and/or transportable work and if applicable, time without pay. The goal would be to find a plan that is acceptable for all parties involved. The University will make reasonable efforts to accommodate the needs of employees to the greatest possible extent and in a manner consistent with the effective and efficient operation of the University.~~

~~The Academic Dean should forward the proposed plan to the Executive Vice President for Academic Affairs and Provost for approval.~~

~~10.060.3. Employees without Faculty Rank~~

~~Medical Leave Accumulation~~

~~Full-time employees without faculty rank earn one day of leave for each month of service.~~

~~Employees who work at least half-time receive prorated leave accumulation.~~

~~Medical Leave~~

- ~~a. Employees may request Medical Leave for medical reasons, including pregnancy, for the period of time that the employee is unable to work as determined by his or her healthcare provider. The employee should request such leave through his or her Supervisor, with appropriate paperwork approved by the appropriate member of the President's Staff and submitted to the Human Resources Office. The University may request appropriate documentation, including a physician's statement. The University reserves the right to a second opinion at its cost.~~
- ~~b. Medical Leave will be on full pay to the extent of the accumulated leave. FMLA leave and leave without pay may be applicable.~~

~~2. Family Leave~~

- ~~a. Family Leave may be granted for a period of up to 16 weeks during any 12-month period of employment under the following circumstances:~~
- ~~i. Care for qualifying employee's newborn or placement of a child (age 5 years or less unless the child is disabled or there are extraordinary circumstances) with the employee for adoption.~~

- ~~Family leave taken in conjunction with the birth or adoption of a child must be taken within one year of such birth or adoption.~~
- ~~ii. Care of the employee's spouse, child, or parent with a serious health condition.~~
- ~~b. Family Leave may be taken as paid leave to the extent the employee has leave accumulated to cover the 16-week period.~~
- ~~e. FMLA leave and leave without pay may also be applicable.~~
- ~~d. In the case of Family Leave related to childcare, if the University employs both parents, then the combined leave of both parents will not exceed 16 weeks, using accumulated leave and leave without pay if applicable.~~
- ~~e. An employee requesting paid Family Leave for the care of a spouse, child, or parent due to a serious health condition will be asked to provide a physician's documentation of the serious health condition.~~
- ~~f. Employees requesting paid Family Leave should work with their Supervisors at the earliest opportunity to discuss alternate work schedules, reduced duties, project-specific work and/or transportable work. The goal would be to find an arrangement that is acceptable for all parties involved. The University will make reasonable efforts to accommodate the needs of employees to the greatest possible extent and in a manner consistent with the effective and efficient operation of the University. The Supervisor should forward the proposed plan to the appropriate President's Staff for approval, then to the Human~~

~~Resources Office to be processed pursuant to Section 10.060.4 of the
Code.~~

~~3. Medical Leave Bank Program~~

~~The President of the University is authorized and directed to establish
written policies and guidelines for the implementation and administration of
the Medical Leave Bank Program. These policies and guidelines will
establish University practices relating to program startup, enrollment in the
program, eligibility for benefits under the program, donation of medical and
vacation leave time to the program, procedures for considering requests for
leaves, establishment of an appeals process, and such other policies and
guidelines as the President deems necessary for the operation of the
program consistent with existing Board Policies.~~

~~10.060.4. Implementation and Management~~

~~Personnel Responsible/Administration~~

- ~~1. Employees: responsible on an ongoing basis for submitting timely reports of
Medical Leave taken to their Supervisor or Academic Dean. Communicate
with Academic Dean at earliest opportunity when leave is anticipated.~~
- ~~2. Academic Deans: faculty should speak with their Academic Dean first about
seeking Medical and Family Leaves and should be referred to the Human
Resources Office to complete the process.~~
- ~~3. Supervisor: employees with non-faculty status should speak to their
immediate Supervisor first about seeking Medical and Family Leaves and
should be referred to the Human Resources Office to complete the process.~~

- ~~4. Executive Vice President for Academic Affairs and Provost: the Executive Vice President for Academic Affairs and Provost is consulted by the Academic Dean and approves or does not approve the recommended leave for academic employees after consultation with the Human Resources Office to document and approve the need for leave.~~
- ~~5. Appropriate President's Staff: the Supervisor of non-academic employees consults with the appropriate President's Staff member who approves or does not approve the recommended leave after consultation with the Human Resources Office to document and approve the need for leave.~~
6. ~~Members of the Human Resources Office, benefits coordinator and comptroller: Human Resources personnel verify leave approvals for compliance with the policy, verify calculation of paid leave available and keep records of leaves. The Executive Vice President for Academic Affairs and Provost and appropriate President's Staff member will consult with Human Resources prior to approving leave.]~~

10.090. Annual Holidays. The President of the University is authorized to establish staff holidays for each year with the proviso that such holidays are not to exceed thirteen days in a fiscal year.

10.100. Copyrights. Royalties or profits from materials developed by employees utilizing University time, supplies or equipment are to be divided on an equitable basis between the employees and the University based on the value of the respective contributions. The President of the University is authorized to promulgate and implement policies for the development, use and commercial or other exploitation of

such materials.

10.110. Inventions and Patents. Royalties or profits from inventions developed by employees utilizing University time, supplies or equipment are to be divided on an equitable basis between the employees and the University based on the value of the respective contributions. The President of the University is authorized to promulgate and implement policies for the development, use and commercial or other exploitation of such inventions.

10.130. Voluntary Tax Sheltered Plans. Properly licensed companies are authorized to sell voluntary personal investment and savings plans to University employees upon providing reasonable assurances to the University that the deductions from employees' salaries will meet the requirements for "tax sheltered" plans. The President of the University is authorized to develop and implement policies and procedures for employees to purchase such plans through the University, including a provision for a minimum level of sales to University employees by each company.

10.150. Employees Represented by Union. Certain employees of the Physical Plant Department are represented by a labor organization as provided in Section 105.530 through Section 105.600 of the statutes. The organization selected by the employees is the Laborers Local 773 of the Laborers International Union of North America, AFL-CIO. Representatives of the Union meet with representatives of the University to confer and discuss proposals relative to salaries and other conditions of employment for the employees represented by the labor organization. The results of such discussions are presented to the Board of Governors and the matters agreed upon by the Board and the Union are contained in memorandums of agreement for agreed

periods, normally two years each.

- 10.160. Salary Policies. The Board of Governors approves salary policies on an annual basis, normally at its regular meeting in the month of June. Salary policies are effective for the period stated in the policies, normally one fiscal year, or until replacement salary policies are approved by the Board. Copies of the latest salary policies approved by the Board are available for review at the President's Office. The President of the University determines the compensation for any employees not covered by the salary policies, and the amounts of such compensation are reported to the Board as individuals are employed. Employees may not "pyramid" salaries by undertaking extra assignments for additional pay during periods of full-time University employment, unless such assignments are specifically recognized as overloads and approved by the President of the University on a case-by-case basis.
- 10.170. Political Activities. The following are the regulations concerning political activity and holding of public office by members of the University staff and faculty:
1. Activity in Political Party Organizations:
 - a. Members of the staff and faculty may engage in lawful political activities:
 - (1) of organizations or political parties qualified to place candidates on the ballot in accordance with Missouri statutes or of political parties seeking such qualification,
 - (2) of non-partisan or bipartisan groups seeking the election of candidates to public office or the approval or disapproval of issues which are or may be submitted to the voters for approval, or on behalf of individual candidates for public office, including candidates for membership of

any political committee established by Chapter 120, RSMo.

- b. Such activity, like any other personal, non-official undertaking, must be done on the individual's own time and should not interfere with University duties.
- c. Members of the staff and faculty may contribute funds to any of the above parties, groups or candidates, or expend funds on behalf of the above parties, groups, candidates or issues, subject only to State and Federal laws, which regulate political contributions.

2. Election to or Holding Public Office:

Any staff or faculty member, before he or she announces officially as a candidate for, or accepts any elected office, must inform his or her supervisor of such intention, and such supervisor must make the fact known to the President of the University through appropriate channels. If the regulations permit, the President will offer no objection to the candidacy, provided it does not require time or attention that should be given to University duties.

- a. Subject to the requirements of notice to the President, a staff or faculty member may, without permission of the President, become a candidate for and hold a part-time position as member of a school board, member of a city council, member of a county legislative body or other local school or municipal office which is part-time. In case of doubt, the President shall decide if the candidacy is permissible under these regulations. Such activity must be conducted on the individual's own time and shall not interfere with University duties.

- b. The holding of any elective full-time office in local, county, State or Federal government is forbidden while the person is serving on the University staff or faculty. Before accepting such an office, a person is required to resign his or her University post. A person seeking election to such an office must resign or request an unpaid leave of absence as of the date of filing in the primary election. The President of the University is authorized and directed to establish policies and procedures for the grant of such unpaid leave of absence pursuant to these provisions relating to political activities.
3. This policy is subject to any applicable provision of law, or determination of the Missouri Ethics Commission.

10.180. Financial Exigency-Retrenchment.

A” *financial exigency*” is defined as a budgetary or financial emergency of such severity that it cannot be reasonably managed except by a retrenchment. The financial emergency contemplated by this policy, by its nature, requires fundamental, long term changes in the University’s business operation.

“*Retrenchment*” is defined as a reduction, discontinuance or merger of programs or services which results in termination of tenured faculty or in the termination of term appointments during their term.

1. Declaration of Financial Exigency. Should a budgetary or financial emergency arise which, in the judgment of the President of the University requires retrenchment, the President will present the facts and circumstances to the Faculty Senate as soon as possible. The President will then meet with the Faculty Senate

one week following that presentation for suggestions and comments. If, at that point, the President thinks that a financial exigency should be declared, the President will present the facts and circumstances to the Board of Governors. If the Faculty Senate does not agree that financial exigency should be declared, they will present their case to the Board of Governors in writing at the same time. The Board of Governors will determine whether a financial exigency exists. In considering the President's request for the declaration of financial exigency, the Board will take into account the nature and circumstances of the financial emergency, the severity of the emergency, the expected duration of the emergency, the President's analysis of the situation and the totality of the circumstances surrounding the matter.

2. Comment Period. If the Board of Governors determines that a financial exigency exists, the President shall establish a Financial Exigency Committee. The membership of the Financial Exigency Committee will be as follows: the President of the University [chair], the President of the Faculty Senate, a representative of the faculty chosen by the Faculty Senate, the chief financial officer of the University, and the Executive Vice President for Academic Affairs and Provost. The Financial Exigency Committee (hereinafter referred to as the "Committee") shall prepare a detailed financial analysis of the situation and communicate this analysis to the Faculty Senate, to the President's Administrative Council, to the Staff Council and to the Student Government, inviting timely comment and suggestions from all of these constituencies. The Committee shall also seek advice and recommendations from Deans, Department Chairs, and other

administrative supervisors. All constituents consulted by the Committee are encouraged to make written recommendations for the Committee's consideration.

3. Committee's Recommendation. After communicating with faculty, staff and students, the Committee shall include a summary of their comments and suggestions as part of the Committee's recommendation to the Board of Governors. The Committee's recommendation to the Board will include the Committee's plan for addressing the financial exigency including a detailed plan for retrenchment in employment. This plan shall include an evaluation of tenured faculty staffing needs based on functional necessity while considering seniority and tenure status.

If the Committee's recommendation includes a plan for termination of term appointments during their term, such recommendation will also include an evaluation of the appointments proposed for termination based on functional necessity while considering seniority. The plan will include a timetable for implementation of the plan, should such plan be approved by the Board. The timetable shall include provision for as much notice as is reasonably practicable under the circumstances to the faculty whose employment will be terminated if the plan is approved and implemented.

4. Retrenchment Criteria. In preparing a recommendation for the Board, the Committee will first seek to protect the core functions of the University, as defined in the University's Mission Statement. These core functions include classroom instruction, the library and non-academic services essential to fulfilling the University's mission. The Committee will give due consideration to

comments and advice from Faculty Senate, the Deans, Department Chairs and other administrative staff, the staff council and the Student Government. The Committee's plan for termination of tenured faculty positions or for termination of term appointments during their term, shall give due consideration to seniority in terms of rank and length of service. The final selection will be made on the basis of best overall qualifications in light of the needs of the University as determined by the Committee. In such cases where all other considerations are equal, seniority will be the determining factor. Termination of tenured faculty appointments or termination of faculty term appointments during their term, shall be subject to approval of the Board of Governors.

If, within two years after eliminating a tenured faculty position pursuant to this policy, the University determines to reinstate such position, the tenured faculty member who formerly held such position shall be notified of such action, if possible, and shall be rehired in their former position if they so desire. The University will make a good faith effort to locate and notify the former faculty member so affected. The conditions of such reemployment will be determined at that time.

5. Final Board Determination. While the Board of Governors may make its final decision while in closed session, the Board will first conduct a public hearing to accept comment and suggestion regarding the Committee's recommendation. Such public hearing shall be publicized at least 2 days in advance. In considering the Committee's recommendation for responding to the state of financial exigency, the Board will take into account the nature and circumstances of the

financial exigency and its severity; the expected duration of the emergency; the Committee's analysis; comments and advice from Faculty Senate, the Deans, Department Chairs and other administrative staff; the staff council; the Student Government; the Committee's recommendation for a retrenchment plan; and the totality of the circumstances surrounding the matter. The Board may approve the Committee's plan as presented or amend it as the Board determines.

Upon a declaration of financial exigency by the Board and the approval of a plan of retrenchment, the President will proceed to carry out the plan in accordance with the timetable set out in the approved plan. Any declaration of financial exigency shall be for a finite and defined period of time, will be reviewed annually by the Board of Governors and will be subject to extension if the Board determines it necessary to do so following such annual review.