



Tab 9

## Recognition of MDHE Summer Employees

Coordinating Board for Higher Education  
September 12, 2018

### BACKGROUND

In 2015, David and Lee Russell established a permanently endowed fund at the University of Missouri—Columbia to create the Russell Fellowship in Educational Leadership and Policy Analysis. The recipient of the fellowship completes an internship at the Missouri Department of Higher Education (MDHE) and is responsible for the following duties:

- Completing a major research project as chosen by the supervisor in consultation with the Russell Scholar
- Prepare a final research paper to describe findings
- Present jointly with MDHE officials at a meeting of the Coordinating Board for Higher Education or at a professional conference
- Seek publication of the results under the auspices of the MDHE
- Perform duties consistent with those of a state department research associate I

### CURRENT STATUS

#### Russell Fellows

For the summer 2018 academic term, the Department of Higher Education was able to match the endowed funds to bring two fellows into the office. Junpeng “Joe” Yan reported to Jeremy Kintzel, Director of Data and Research Services, and responded to data needs for Talent for Tomorrow, analyzed supply-and-demand data from other states, and attended Financial Aid Task Force meetings. Heather Sweeney reported to Rusty Monhollon, Assistant Commissioner for Academic Affairs, and compiled institutional profiles to inform the mission review process.

#### Copywriter/Editor

As Jeffrey Barlow, Assistant Commissioner for Fiscal Affairs and Operations, traveled the state collecting data for the facility review, it became clear that the MDHE would need someone to help pull all the information together into a final report. Steven Chaffin was hired as a temporary Copywriter/Editor in late May and has assisted with the Facility Review Report, board book materials, the Talent for Tomorrow podcast, letters to the editor about Talent for Tomorrow, research for ongoing initiatives, and narrative in the department’s budget books.

### RECOMMENDATION

MDHE staff recommends that the Coordinating Board for Higher Education publicly commend the dedication and hard work of Junpeng “Joe” Yan, Russell Fellow; Heather Sweeney, Graduate Fellow; and Steven Chaffin, Copywriter/Editor.

### NO ATTACHMENTS