



## **Board of Governors Special Meeting**

<https://us02web.zoom.us/j/84523260804>

**Wednesday, 3/20/2024**

**3:00 - 5:00 PM CT**

### **I. Roll Call Presented By: Governor Lynn Parman**

### **II. Approval of Minutes Presented By: Governor Lynn Parman**

*II.A. Open Minutes of the January 17, 2024 Special Meeting - Page 2*

*II.B. Open Minutes of the February 9, 2024 Special Meeting - Page 4*

*II.C. Open Minutes of the February 15, 2024 Special Meeting - Page 6*

*II.D. Open Minutes of the February 27, 2024 Special Meeting - Page 8*

*II.E. Open Minutes of the February 29, 2024 Special Meeting - Page 10*

*II.F. Open Minutes of the March 1, 2024 Special Meeting - Page 12*

### **III. Facilities and Equipment Presented By: Matt Morris, Vice President for Administration and Finance**

#### **A. Approval of proposal and award of contract to replace the roof at Garst Dining Center**

*III.A. Approval of proposal and award of contract to replace the roof at Garst Dining Center - Page 14*

### **IV. Financial Presented By: Matt Morris, Vice President for Administration and Finance**

#### **A. Approval of Procurement Activity Report**

*IV.A. Approval of Procurement Activity Report - Page 16*

### **V. Presidential Transition Presented By: Governor Lynn Parman**

#### **A. Preparing for Presidential Transitions Presented By: David Attis, EAB Managing Director, Research**

### **VI. Resolution Authorizing Closed Meeting, Pursuant to the revised statute of the state of Missouri 610.021**

*VI. Closed Special Meeting Resolution - Page 19*

### **VII. Adjournment Presented By: Governor Lynn Parman**

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
WEDNESDAY, JANUARY 17, 2024, 3:00 P.M.**

The Board of Governors for Missouri State University held a special meeting via Zoom webinar on Friday, January 17, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 3:00 p.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Anson Elliott, Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Also present – Clif Smart, President  
Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Natalie McNish, Director of Internal Audit and Risk Management  
Kyle Moats, Director of Athletics  
Matt Morris, Vice President for Administration and Finance  
Zora Mulligan, Executive Vice President  
Suzanne Shaw, Vice President for Marketing and Communications  
Rowena Stone, Secretary to the Board of Governors

**Financial**

Matt Morris, Vice President for Administration and Finance, presented a resolution for approval of the procurement activity report for activities from November 8, 2023, through January 12, 2024 (Purchasing Activity Report No. 529-24) that included the purchase of recruitment platform software maintenance/support services through ReUp Education.

Governor Ann Kampeter provided a motion for approval, receiving a second from Governor Chris Waters.

Motion passed 8-0.

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...” and

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Tim Francka provided a motion for approval, receiving a second from Governor Anson Elliott.

A roll call vote was taken. Those voting in favor – Governors Elliott, Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; those voting against – none.

The open meeting recessed at 3:10 p.m. to go into closed session. Governor Ann Kampeter left the meeting during closed session.

The open meeting reconvened at 5:11 p.m.

**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Jeff Schrag made a motion, receiving a second from Governor Melissa Gourley.

Motion passed 7-0.

Meeting adjourned at 5:12 p.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
FRIDAY, FEBRUARY 9, 2024, 8:30 A.M.**

The Board of Governors for Missouri State University held a special meeting via Zoom webinar on Friday, February 9, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 8:32 a.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Absent – Anson Elliott, Governor

Also present – Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Suzanne Shaw, Vice President for Marketing and Communications  
Rowena Stone, Secretary to the Board of Governors

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Ann Kampeter provided a motion for approval, receiving a second from Governor Tim Francka.

A roll call vote was taken. Those voting in favor – Governors Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; absent – Governor Elliott; those voting against – none.

The open meeting recessed at 8:34 a.m. to go into closed session.

The open meeting reconvened at 9:58 a.m. Governor Anson Elliott joined the meeting during closed session.

**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Chris Waters made a motion, receiving a second from Governor Kampeter.

Motion passed 8-0.

Meeting adjourned at 9:58 a.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
THURSDAY, FEBRUARY 15, 2024, 4:00 P.M.**

The Board of Governors for Missouri State University held a special meeting in the Turner Family Conference Room, Carrington Hall 203 on the Missouri State University campus in Springfield, Missouri, on Thursday, February 15, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 4:07 p.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Absent – Anson Elliott, Governor

Also present – Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Rowena Stone, Secretary to the Board of Governors

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Tim Francka provided a motion for approval, receiving a second from Governor Ann Kampeter.

A roll call vote was taken. Those voting in favor – Governors Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; absent – Governor Elliott; those voting against – none.

The open meeting recessed at 4:08 p.m. to go into closed session.

The open meeting reconvened at 5:53 p.m.

**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Travis Freeman made a motion, receiving a second from Governor Kampeter.

Motion passed 7-0.

Meeting adjourned at 5:54 p.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
TUESDAY, FEBRUARY 27, 2024, 4:00 P.M.**

The Board of Governors for Missouri State University held a special meeting in the Turner Family Conference Room, Carrington Hall 203 on the Missouri State University campus in Springfield, Missouri, on Tuesday, February 27, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 4:00 p.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Anson Elliott, Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Also present – Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Rowena Stone, Secretary to the Board of Governors

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Tim Francka provided a motion for approval, receiving a second from Governor Chris Waters.

A roll call vote was taken. Those voting in favor – Governors Elliott, Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; those voting against – none.

The open meeting recessed at 4:01 p.m. to go into closed session.

The open meeting reconvened at 6:01 p.m.



**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Waters made a motion, receiving a second from Governor Jeff Schrag.

Motion passed 8-0.

Meeting adjourned at 6:01 p.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
THURSDAY, FEBRUARY 29, 2024, 4:00 P.M.**

The Board of Governors for Missouri State University held a special meeting in the Turner Family Conference Room, Carrington Hall 203 on the Missouri State University campus in Springfield, Missouri, on Thursday, February 29, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 4:00 p.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Anson Elliott, Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Also present – Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Rowena Stone, Secretary to the Board of Governors

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Tim Francka provided a motion for approval, receiving a second from Governor Ann Kampeter.

A roll call vote was taken. Those voting in favor – Governors Elliott, Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; those voting against – none.

The open meeting recessed at 4:01 p.m. to go into closed session.

The open meeting reconvened at 6:02 p.m.

**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Tim Francka made a motion, receiving a second from Governor Jeff Schrag.

Motion passed 8-0.

Meeting adjourned at 6:02 p.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**MINUTES OF THE  
BOARD OF GOVERNORS SPECIAL MEETING  
MISSOURI STATE UNIVERSITY  
FRIDAY, MARCH 1, 2024, 8:30 A.M.**

The Board of Governors for Missouri State University held a special meeting in Carrington Hall 312 on the Missouri State University campus in Springfield, Missouri, and via Zoom webinar on Friday, March 1, 2024, with Governor Lynn Parman, Chair of the Board, presiding. Governor Parman called the meeting to order at 8:37 a.m.

**Roll Call**

Present – Lynn Parman, Chair of the Board  
Bradley Cooper, Student Governor  
Anson Elliott, Governor  
Tim Francka, Governor  
Travis Freeman, Governor  
Melissa Gourley, Governor  
Ann Kampeter, Governor  
Jeff Schrag, Governor  
Chris Waters, Governor

Also present – Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance  
Suzanne Shaw, Vice President for Marketing and Communications  
Rowena Stone, Secretary to the Board of Governors

**Closed Session**

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Parman asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...;” and

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...”

Governor Tim Francka provided a motion for approval, receiving a second from Governor Chris Waters.

A roll call vote was taken. Those voting in favor – Governors Elliott, Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; those voting against – none.

The open meeting recessed at 8:38 a.m. to go into closed session.

The open meeting reconvened at 11:10 a.m.

**Adjournment**

With no additional information needing to be discussed, Governor Parman called for a motion to adjourn the meeting. Governor Waters made a motion, receiving a second from Governor Ann Kampeter.

Motion passed 8-0.

Meeting adjourned at 11:11 a.m.

---

Lynn Parman  
Board Chair

Passed at the meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

III.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1614-24  
Approval of proposal and award of contract  
to replace the roof at Garst Dining Center

**BE IT RESOLVED** by the Board of Governors for Missouri State University that the proposal from Queen City Roofing and Contracting Company in the amount of Seven Hundred Eleven Thousand Five Hundred Ninety-six and 15/100ths dollars (\$711,596.15) to replace the roof at Garst Dining Center be accepted, approved, and awarded.

**BE IT FURTHER RESOLVED** that the financial plan be established as follows:

| <b>Project Budget</b>              |                     |
|------------------------------------|---------------------|
| Consultant Fees                    | \$0.00              |
| Construction Costs                 | \$711,596.15        |
| Project Administration             | \$8,780.39          |
| Construction Contingency           | \$99,623.46         |
| Furniture, Fixtures, and Equipment | \$0.00              |
| Telecommunications                 | \$0.00              |
| Relocation Costs                   | \$0.00              |
| <b>Total Project Budget</b>        | <b>\$820,000.00</b> |
| <b>Funding Source</b>              |                     |
| Garst, Roof Replacement budget     | \$820,000.00        |
| <b>Total Funding Source</b>        | <b>\$820,000.00</b> |

**BE IT FURTHER RESOLVED** that this be paid from the Garst, Roof Replacement budget funded by the Residence Hall Reserve budget.

**BE IT FURTHER RESOLVED** that the Vice President for Administration and Finance or the University Architect and Director of Planning, Design and Construction be authorized to sign the agreement with the selected contractor, incorporated herein by reference, and perform those acts necessary to carry out and perform the terms of the agreement. With approval of the above project budget, authorization is also provided to further sign agreements or amendments to existing agreements directly related to this project as long as the approved project budget is not exceeded.

\_\_\_\_\_  
Lynn Parman  
Board Chair

Passed at meeting of  
March 20, 2024

\_\_\_\_\_  
Rowena Stone  
Secretary to the Board

**COMMENTS:**

This project removes the existing built-up roofs and insulation down to the roof deck at Garst Dining Center. It will be replaced with a modified bitumen roofing system with a 25-year warranty. Additionally, this project includes new flashing at all penetrations, maintenance on the metal roof, repairs to water damage on the ceiling, and new paint to match the existing finishes. Work is scheduled to be completed by the fall 2024 semester.

Pursuant to RSMo 34.046, which allows Missouri State University to participate in contract agreements established by other public entities, the University is utilizing the Sourcewell Contract MO-R6-R02-051222-QCR with Queen City Roofing and Contracting Company to perform the work under this contract.

This project will be paid from the Garst, Roof Replacement budget funded by the Residence Hall Reserve (\$820,000.00) budget.

IV.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

PURCHASING ACTIVITY REPORT NO. 531-24  
Approval of Procurement Activity Report

**BE IT RESOLVED** by the Board of Governors for Missouri State University that the attached Activity Report for all reportable actions since the last Board of Governors' meeting, as presented by the Office of Procurement Services, be approved.

---

Lynn Parman  
Board Chair

Passed at meeting of  
March 20, 2024

---

Rowena Stone  
Secretary to the Board

**COMMENTS:**

Recommend the attached report summarizing all reportable Office of Procurement Services activity from January 10, 2024, through March 13, 2024, be approved.



**ACTIVITY REPORT  
MISSOURI STATE UNIVERSITY  
OFFICE OF PROCUREMENT SERVICES**

**FOR APPROVAL**

**Single Feasible Source > \$250,000**

**Software for Faculty Database** **\$292,627.04**  
**Office of Academic Affairs, West Plains** **(Five-Year Agreement)**

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, the Office of Academic Affairs, West Plains, has requested a five-year contract of Faculty Success, Review, Promotion and Tenure, and Planning and Self-Study by Watermark software in the amount of \$292,627.04.

Faculty Success by Watermark software provides a database system that collects, stores, and reports activity of the faculty. These activities include producing curriculum vitae for state mandated reporting of faculty credentials, producing required reports for accreditation purposes, and producing applications for tenure, promotion, and annual compensation.

In addition, the Watermark Review, Promotion and Tenure (RPT) workflow module will enable the University to make better use of the accumulated faculty data to be used as part of the annual review process, tenure and promotion, and other review processes that require a workflow.

Finally, the Watermark Planning and Self-Study module provides the University with a tool to drive systematic planning and outcomes assessment and help with accreditation report writing and continuous improvement processes.

Watermark's Faculty Success, RPT, and Planning and Self-Study allow agreements of its software in increments of three or five years only. The University has chosen to implement five-year agreements on all three products.

Total cost of this five-year software agreement is \$292,627.04, comprised of \$79,410.95 for Faculty Success, \$47,815.73 for RPT, \$145,750.36 for Planning and Self-Study, and \$19,650.00 for implementation.

As the manufacturer and distributor, Watermark is the sole source provider of the software and support services for Faculty Success and RPT by Watermark.

**Note: Funding to be from the West Plains Office of Academic Affairs.**

January 10, 2024 through March 13, 2024

**ACTIVITY REPORT  
PAGE TWO**

**Single Feasible Source > \$250,000**

|  |                             |
|--|-----------------------------|
| <b>Public Broadcasting Service Membership Dues</b>         | <b>\$675,000.00</b>         |
| <b>Broadcast Services – Ozarks Public Television (OPT)</b> | <b>(Estimated One-Year)</b> |

Recommend approval to process payment for FY25 to Public Broadcasting Service (PBS) as a single feasible source (SFS 5836) for FY25.

Each year, PBS programming fees are calculated based on a formula that accounts for OPT’s fundraising totals in the prior two-year period.

**Subject to ongoing need and satisfactory performance, future annual payments will be made on a continuing basis.**

PBS provides Ozarks Public Television with prime-time programming, daily children’s shows, and *PBS Newshour*.

Membership with PBS is required in order to provide programs that are distributed as part of the Public Broadcasting Service. Affiliates may identify themselves by using the PBS logo, which is a registered trademark of PBS.

**Note: Funding to be from ongoing operational budgets.**

VI.

RECOMMENDED ACTION - Resolution authorizing closed meeting

BE IT RESOLVED by the Board of Governors for the Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this special meeting of the Board of Governors to consider items pursuant to the [revised statutes of the State of Missouri 610.021](#):

- A. R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”
- B. R.S.Mo. 610.021(2). “Leasing, purchase or sale of real estate by a public governmental body...”
- C. R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...”
- D. R.S.Mo. 610.021(6). “Scholastic probation, expulsion, or graduation of identifiable individuals...”
- E. R.S.Mo. 610.021(9). “Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;”
- F. R.S. Mo. 610.021(11) and (12). “Specifications for competitive bidding...;” and “Sealed bids and related documents...;”
- G. R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...;”
- H. R.S.Mo. 610.021(14). “Records which are protected from disclosure by law;” and
- I. R.S.Mo. 610.021(17). “Confidential or privileged communications between a public governmental body and its auditor,...”