I. Roll Call    Presented By: Ms. Amy Counts, Vice Chair of the Board

II. Approval of Minutes        Presented By: Ms. Amy Counts, Vice Chair of the Board
   BOG Executive Committee Minutes 3.18.2020 - Page 2

III. Coronavirus Update     Presented By: President Clif Smart

IV. Academic Affairs    Presented By: Dr. Dennis Lancaster, Interim Chancellor of West Plains Campus
   A. Approval of revisions to the Missouri State University-West Plains 2020-2021 Academic Calendar
      IV.A. Approval of revisions to the MSU-WP 2021-2021 Academic Calendar - Page 6

V. Procurement and Financial  Presented By: Mr. Ryan DeBoef, Chief of Staff
   A. Approval of Procurement Activity Report
      V.A. Approval of Procurement Activity Report - Page 7

VI. Resolution Authorizing Closed Meeting, Pursuant to Sections 610.021(1), (2), (3), (6), (9), (11), (12), (13), (14) and/or (17) of the Revised Statutes of Missouri
    VI. Closed Meeting Resolution - Page 10

VII. Adjournment     Presented By: Ms. Amy Counts, Vice Chair of the Board
MINUTES OF THE EXECUTIVE COMMITTEE
OF THE EXECUTIVE COMMITTEE
OF THE BOARD OF GOVERNORS
MISSOURI STATE UNIVERSITY
MARCH 18, 2020

1. Roll Call:

Present –
Mr. Craig Frazier, Chair of the Board (by conference call)
Ms. Amelia “Amy” Counts, Governor (by conference call)
Mr. Gabriel Gore, Governor (by conference call)
Ms. Beverly Miller Keltner, Governor (by conference call)

Also Present –
Mr. Clifton M. Smart III, President
Ms. Donna Christian, Director of Internal Audit and Risk Management (by conference call)
Mr. Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations
Ms. Rachael Dockery, General Counsel and Chief Compliance Officer, Legal Affairs and Compliance (by conference call)
Dr. Frank Einhellig, Provost
Mr. Steve Foucart, Chief Financial Officer
Mr. David Hall, Director of University Safety (by conference call)
Dr. Shirley Lawler, Chancellor, West Plains Campus (by conference call)
Mr. Matt Morris, Vice President for Administrative Services
Ms. Lynn Parman, Governor (by conference call)
Ms. Suzanne Shaw, Vice President for Marketing and Communications
Ms. Carol Silvey, Governor (by conference call)
Ms. Carrie Tergin, Governor (by conference call)
Mr. Jay Wasson, Governor (by conference call)
Mr. Chris Waters, Governor (by conference call)
Mr. Mark Wheeler, University Architect and Director of Planning, Design and Construction (by conference call)
Dr. Shawn Wahl, Dean of the College of Arts and Letters
Ms. Rowena Stone, Secretary of the Board

2. Presiding – Mr. Craig Frazier, Chair of the Board of Governors, called the Executive Committee conference-call meeting to order at 4:00 p.m. in the Turner Family Conference Room, Carrington Hall Room 203 on the campus of Missouri State University in Springfield, Missouri.

3. Approval of Minutes – Mr. Frazier mentioned that the first item of business was the approval of the open and closed minutes for the Executive Committee meetings of January 15, 2020. Ms. Beverly Miller Keltner so moved, receiving a second from Ms. Amy Counts.
Motion passed 4-0.

4. **FY21 Budget Update** – President Clif Smart updated the Executive Committee on the FY21 budget. He shared that the House Budget Committee completed their budget work and submitted their proposed budget to the House for approval. The budget was anticipated to pass today, but with the coronavirus uncertainty, it did not. He shared that the proposed budget includes the following:
   - MO Excels project funding of $1.8 million to establish the Missouri Cybersecurity Center of Excellence
   - $1 million divided among the universities, resulting in less than $100,000 being allocated to Missouri State

President Smart commented that with growing concerns around the coronavirus pandemic, sales tax revenues will likely be negatively affected which may result in budgetary withholds for the university. He highlighted university plans that will affect the budget which included:
   - Putting financial aid packages together and allowing students to register
   - Moving forward with the tuition and fees increases discussed by the Board in February
   - Managing the early moveout of students living in the residence halls and working on a pro rata refund plan for these students

President Smart stated that the tuition and fees package would be put together for approval at the April Executive Committee meeting and approval of the full budget would occur at the regular Board meeting in June. He commented that the university is in very good shape for the year with 75% of state appropriations allocated and 90% of tuition and fees for Spring received. He shared that the university is evaluating construction projects and moving forward with those deemed essential. As part of these efforts, the university is working to defer closing on the new residence hall. Privately funded projects will continue as normal. He concluded his report by stating that the university is looking to conserve cash and reduce costs for the current and next fiscal years.

5. **Academic Affairs** – Dr. Frank Einhellig, Provost, presented the Executive Committee with two resolutions for new programs. The first resolution was for a Master of Fine Arts in Dramatic Writing (Curriculum No. 394-20). The second resolution was for the approval of a Master of Science in Kinesiology (Curriculum No. 395-20). President Smart commented that graduate programs continue to grow and that with approval, these proposed programs would be submitted to the Coordinating Board of Higher Education (CBHE). Once approved by CBHE, the university would decide on when to start the programs. A motion was made to approve both new programs by Ms. Counts and seconded by Mr. Gabriel Gore.

Motion passed 4-0.

Dr. Einhellig and Dr. Shawn Wahl left the meeting at this time.
6. **Procurement and Financial** – Mr. Steve Foucart, Chief Financial Officer, presented a resolution summarizing activity of the Office of Procurement Services from January 10, 2020, through March 13, 2020 (Purchasing Activity Report No. 487-20) for approval. The one item included in the resolution was for the approval of multiple purchases for furniture for the new residence hall with total estimated costs of $1,443,671.00.

Mr. Foucart shared that each category purchase would go to Administrative Council for approval at the appropriate times and would be included in future consent agendas for approval by the Board. Ms. Miller Keltner made a motion to approve the purchasing activity report, receiving a second from Mr. Gore.

Motion passed 4-0.

7. **Facilities and Equipment** – Mr. Matt Morris, Vice President for Administrative Services, shared that of the university’s current 187 capital projects, 40% are either on hold, pending, or canceled. He added that priority of projects is as followed: life safety items, structural and building envelope issues, infrastructure issues, and fixtures and furnishing items.

Mr. Morris provided an overview and recommended approval of bids and award of a contract for the roof replacement at Hill Hall (Bids & Quotations No. 1582-20). A bid of $447,300.00 plus 1 alternate addition in the amount of $180,000.00 from Queen City Roofing & Contracting, Inc. was received for a total of $627,300.00. He shared that expected completion of the project is by the fall 2020 semester. Mr. Gore so moved approval of the resolution, receiving a second from Ms. Counts.

Motion passed 4-0.

8. **Closed Meeting** – 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. Mr. Frazier 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 March 18, 2020, Executive meeting of the Board of Governors to consider items of business pursuant to:

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

Ms. Miller Keltner so moved the approval of the resolution and Mr. Gore seconded the motion.

A roll call vote on the motion was as follows: those voting in favor – Governors Counts, Frazier, Gore, and Miller Keltner; those voting against – none.
Mr. Frazier declared the resolution passed unanimously. The open meeting was recessed at 4:28 p.m. to go into closed session.

The open meeting was reconvened at 5:07 p.m.

9. **Adjournment** – Mr. Frazier adjourned the conference-call meeting at 5:11 p.m. on the motion of Ms. Miller Keltner, the second of Ms. Counts and the unanimous vote of the committee.

Rowena Stone
Secretary of the Board
IV.A.

RECOMMENDED ACTION – Proposed Revisions to the Missouri State University-West Plains dates of spring break for the Spring 2021 semester.

The following resolution was moved by ________________________________ and seconded by ________________________________.

WHEREAS, the COVID-19 pandemic may prompt a change in course delivery methods during the Spring 2021 semester; and

WHEREAS, in anticipation of this change, the faculty of Missouri State University-West Plains has decided to schedule courses for Spring 2021 in two, eight-week blocks, thus allowing students to focus on fewer courses at one time should alternate delivery methods be required; and

WHEREAS, in creating the two eight-week block sessions, the second block of courses would, under the current academic calendar, start one week before spring break and then continue after the break; and

WHEREAS, the Board of Governors annually approves the University’s academic calendar, including the calendar for the West Plains campus;

BE IT RESOLVED that the Spring 2021 academic calendar be amended for the West Plains campus to where spring break would fall one week earlier, thus falling between the two eight-week block sessions.

VOTE: AYE ________________

NAY ________________

INFORMATION:

If approved, the spring semester would have this schedule:

**First 8-week session**
Monday, January 11 through Thursday, March 4, with finals held on March 3 – 4. Grades would be due by noon on Monday, March 8

**Spring Break – March 8 – March 12** (instead of the previously approved break of March 13 - 21)

**Second 8-week session**
Monday, March 15 – Thursday, May 13, with finals held May 10 – 13. Grades would be due by noon on Monday, May 17
RECOMMENDED ACTION - Approval of Procurement Activity Report

The following resolution was moved by ________________________________
and seconded by ________________________________.

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.

VOTE: AYE _______
NAY _______

COMMENTS:

Recommend the attached report summarizing all reportable Office of Procurement Services activity from July 10, 2020 through September 11, 2020 be approved.
ACTIVITY REPORT
MISSOURI STATE UNIVERSITY
OFFICE OF PROCUREMENT SERVICES

FOR APPROVAL

Other purchases at the discretion of the Director of Procurement Services with approval from the Chief Financial Officer or President, with description of the rationale

COVID-19 Testing Services $615,164.96
University Safety (Estimated)

Request approval to continue COVID-19 testing services through an existing contract with Dynamic DNA, to support the Magers Family Health and Wellness Center.

Board approval was granted in August with the contractor for $230,000.00, and expected additional services are now estimated to be up to the additional amount of $615,164.96, or $845,164.96 in total. Funding will continue to be from Greene County CARES Act Funds.

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|                              |          |          |                      |
|                              |          |          |                      |
| Ongoing Monitoring Testing   |          |          |                      |
| Students/Faculty/Staff       | $119.99  | 960      | $115,190.40          |
| Theatre/Music               | $119.99  | 100      | $ 11,999.00          |
| Athletics                   | $109.99  | 5,302    | $583,166.98          |
| Clinicals                   | $119.99  | 255      | $ 30,597.45          |
| **Total**                   | **$109.99/$119.99** | **6,617** | **$740,953.83** |

**Total Funding Request** $845,164.96
Note: Funding is from Greene County CARES Act COVID-19 related funds designated to the University.
VI.

RECOMMENDED ACTION - Resolution authorizing closed meeting

The following resolution was moved by ________________ and seconded by ________________:

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 Executive meeting of the Board of Governors to consider items pursuant to

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,...”

VOTE:____AYE
____NAY