



Board of Governors Executive Committee Meeting

<https://us02web.zoom.us/j/81423366817>

Wednesday, 11/19/2025

4:00 - 5:00 PM CT

- I. Roll Call *Presented By: Governor Tim Francka*
- II. Approval of Minutes *Presented By: Governor Tim Francka*
 - A. Approval of Open and Closed Minutes of the Board of Governors Executive Committee Meeting of September 17, 2025
 - II.A. Open Minutes of the September 17, 2025 Executive Committee Meeting - Page 2*
- III. Finance *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of Procurement Activity Report
 - III.A. Approval of Procurement Activity Report - Page 5*
- IV. Facilities and Equipment *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of bids and award of a contract to renovate Drago Hall on the West Plains Campus
 - IV.A. Approval of bids and award of a contract to renovate Drago Hall on the West Plains Campus - Page 8*
 - B. Approval of proposals and award of contract to repair exterior ledges at Blair-Shannon House and Freudenberger House
 - IV.B. Approval of proposals and award of a contract to repair exterior ledges at Blair-Shannon House and Freudenberger House - Page 10*
- V. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021
 - V. Closed Meeting Resolution - Executive Committee - Page 12*
- VI. Adjournment *Presented By: Governor Tim Francka*

**MINUTES OF THE
BOARD OF GOVERNORS EXECUTIVE COMMITTEE MEETING
MISSOURI STATE UNIVERSITY
WEDNESDAY, SEPTEMBER 17, 2025**

The Executive Committee of the Board of Governors for Missouri State University held a meeting via Zoom webinar on Wednesday, September 17, 2025, with Governor Tim Francka, Chair of the Board, presiding. Governor Francka called the meeting to order at 4:00 p.m.

Roll Call

Present – Tim Francka, Chair of the Board
Travis Freeman, Committee Member
Lynn Parman, Committee Member

Absent – Melissa Gourley, Committee Member

Also present – Richard B. Williams, President
Jamie Birch, Chief of Staff and Assistant to the President for Governmental Relations
Brad Bodenhausen, Vice President for Community and Global Partnerships
Jeff Coiner, Chief Information Officer
Rachael Dockery, General Counsel and Vice President for Legal Affairs and Compliance
Anson Elliott, Governor
Natalie McNish, Director of Internal Audit and Risk Management
Dawn Medley, Vice President for Enrollment Management
Matt Morris, Vice President for Administration and Finance
Zora Mulligan, Chancellor of the West Plains Campus
Clarenda Phillips, Provost and Vice President for Academic Affairs
Patrick Ransdell, Director of Athletics
Jeff Schrag, Governor
Dee Siscoe, Vice President for Student Affairs
Rowena Stone, Secretary to the Board of Governors
Chris Waters, Governor

Approval of Minutes

Governor Francka called for a motion to approve the open and closed minutes of the April 16, 2025, Executive Committee meeting. Governor Lynn Parman provided a motion, receiving a second from Governor Travis Freeman.

Motion passed 3-0.

Procurement

Matt Morris, Vice President for Administration and Finance, presented a resolution for approval of a procurement activity report for activities from July 9, 2025, through September 10, 2025 (Purchasing Activity Report No. 547-25). He provided information on the following items included in the report:

- Outbound Sales Force Services for Intercollegiate Athletics
- High Vacuum Evaporation System for Jordan Valley Innovation Center (JVIC)
- Platform and Equipment Inventory Management Software for Intercollegiate Athletics
- Telephone System Support/Maintenance for Telecommunications
- Dining Services for the West Plains Campus
- X-Ray Computer Tomography (CT) Scanning System for Jordan Valley Innovation Center (JVIC)

Governor Melissa Gourley joined the meeting during the review of the Procurement Activity Report.

Governor Parman provided a motion for approval, receiving a second from Governor Gourley.

Additional information was provided on two items:

- The outbound sales force services are to generate additional revenue, particularly for basketball events, with the flexibility to activate services across various events, including concerts. The decision to outsource the service was due to budget constraints with plans to evaluate the program's success in three to four years.
- The x-ray CT scanning system was confirmed to be fully funded by a federal grant from the Defense Logistics Agency for high-temperature composite materials research

Motion passed 4-0.

Facilities

Mr. Morris presented a resolution for approval of bid and award of a contract to update elevators at Hammons House (Bids & Quotations No. 1634-25). Governor Freeman provided a motion for approval, receiving a second from Governor Gourley.

Motion passed 4-0.

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 Francka 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 executive committee 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..."

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

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

Governor Gourley provided a motion for approval, receiving a second from Governor Parman.

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

The open meeting recessed at 4:17 p.m. to go into closed session.

Open session reconvened at 5:04 p.m.

Adjournment

With no additional information needing to be discussed, Governor Francka called for a motion to adjourn the meeting. Governor Parman provided a motion, receiving a second from Governor Gourley.

Motion passed 4-0.

Meeting adjourned at 5:04 p.m.

Tim Francka
Board Chair

Passed at the meeting of
November 19, 2025

Rowena Stone
Secretary to the Board

III.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

PURCHASING ACTIVITY REPORT NO. 549-25
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.

Tim Francka
Board Chair

Passed at meeting of
November 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

Recommend the attached report summarizing all reportable Office of Procurement Services activity from September 10, 2025 through November 12, 2025 be approved.

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

FOR APPROVAL

Single purchase > \$250,000 from established cooperative contract

Air Charter Service **\$298,000.00**
Intercollegiate Athletics

Pursuant to University policy, which allows for participation in contract agreements established by other public entities, the University is utilizing E&I Cooperative Contract EI00373 with Shorts Travel Management (STM Charters Incorporated).

Service is for a total of six (6) **Men's Basketball** games.

Date	University	Destination
December 29, 2025	Delaware	New Castle, Delaware
January 7, 2026	Kennesaw State	Kennesaw, Georgia
January 13, 2026	Western Kentucky	Bowling Green, Kentucky
January 20, 2026	New Mexico State	Las Cruces, New Mexico
January 24, 2026	UTEP	El Paso, Texas
February 25, 2026	Louisiana Tech	Conroe, Texas

Service is for a total of five (5) **Women's Basketball** games.

Date	University	Destination
December 4, 2025	Tulane	New Orleans, Louisiana
January 29, 2026	Delaware	New Castle, Delaware
January 31, 2026	Liberty	Lynchburg, Virginia
March 4, 2026	Western Kentucky	Bowling Green, Kentucky
March 7, 2026	Middle Tennessee	Murfreesboro, Tennessee

Note: Funding to be from Basketball Men Travel Transportation H02000 222014 73004 201 and Basketball Women Travel Transportation H02000 222024 73004 201.

September 10, 2025 through November 12, 2025

ACTIVITY REPORT
PAGE TWO

Single purchase > \$250,000 that was competitively bid

Reinsurance (Stop Loss) for Employee Group Medical Plan Human Resources	\$1,398,060.84 (Estimated)
--	---------------------------------------

The University's Employee Group Medical Plan is self-insured. Reinsurance (Stop Loss) coverage is obtained to set limitations on the University's exposure on a per covered life basis in excess of the agreed upon group specific deductible retention level of \$275,000.00 for the 2025 policy year.

Additionally, the University utilizes an aggregating specific deductible which has been \$300,000.00 for the 2025 policy year, for which the University must fund claims in excess of the group specific deductible, prior to claims being eligible for reimbursement. This amount can be met by one or multiple-covered lives whose claims exceed the specific deductible retention level during the contract period.

Last year, Med-Pay recommended to accept the Tokio Marine HCC estimated proposal of \$1,169,864.28 which equates to \$1,157,973.48 utilizing this year's quoted enrollment, with a specific deductible of \$275,000.00, and an aggregating specific deductible of \$300,000.00. Tokio Marine HCC was the best option for calendar year 2025, and it accepted all participants at the \$275,000.00 specific deductible level. This offer was a 5% cost increase compared to 2024.

Proposals for calendar year 2026 were received from two respondents, however, one respondent would not quote a specific deductible below \$375,000, so it was not considered. The other respondent was the incumbent, Tokio Marine HCC. Eleven carriers that received the RFP declined to quote for various reasons.

Med-Pay has recommended that the University accept Tokio Marine HCC's renewal proposal of \$1,398,060.84, which includes an increased specific deductible of \$325,000, with the same aggregating specific of \$300,000, with no lasers.

Acceptance of the Tokio Marine HCC proposal reflects an approximate 20.70% premium cost increase utilizing the quoted enrollment. Med-Pay advises that based on the losses experienced by Tokio Marine HCC over the last several policy years, including the end of the 2024 policy year, and given the lack of other options available for consideration, that this offer be accepted. The contract period is from January 1, 2026 through December 31, 2026.

Note: Funding to be from Insurance Medical Stop Loss 802000 052015 69516 062.

September 10, 2025 through November 12, 2025

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1636-25

Approval of bids and award of a contract to
renovate Drago Hall on the West Plains Campus

BE IT RESOLVED by the Board of Governors for Missouri State University that the low bid of John Adams Construction Company, Inc. in the amount of Six Hundred Eighty-eight Thousand Seven Hundred Fifty and 21/100ths dollars (\$688,750.21) for the base bid to renovate Drago Hall on the West Plains Campus be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$60,000.00
Construction Costs Per Bid	\$688,750.21
Anticipated Reductions	-\$22,181.00
Total Construction Contract Award	\$666,569.21
Other Construction Cost	\$7,500.00
Project Administration	\$16,664.23
Construction Contingency	\$99,266.56
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$25,000.00
Relocation Costs	\$0.00
Total Project Budget	\$875,000.00
Funding Source	
WP Vet Tech Program budget	\$875,000.00
Total Funding Source	\$875,000.00

BE IT FURTHER RESOLVED that this be paid from the WP Vet Tech Program budget funded by FY25 MoExcels Workforce Initiative and the President's Operating Fund.

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 firm selected, 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, amendments to existing agreements, and/or easements directly related to this project as long as the approved project budget is not exceeded.

Tim Francka
Board Chair

Passed at meeting of
November 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

The bids received on this project are as follows:

Contractor	Base Bid	Alt. 1	Total (Base Bid Only)
John Adams Construction Co., Inc	\$688,750.21	\$19,758.82	\$688,750.21
Bales Construction Company, Inc.	\$698,000.00	\$13,800.00	\$698,000.00

This project renovates 1,600 square feet of interior space at Drago Hall on the West Plains Campus for the new veterinary technician and veterinary assistant program. This project includes demolition of the existing interior conditions, creating an open exam/lab area, surgery prep and surgery room, a radiology room, storage room, animal housing room with kennels, food storage/prep station, and grooming tub. The building will also include a restroom, as well as mechanical and electrical rooms. Work is scheduled to be completed during the spring 2026 semester.

Alternate 1 would have provided lead lining for the radiology room. This alternate is not being accepted due to equipment requirements and cost.

Since the bidding of this project, the University has worked with John Adams Construction Company, Inc. to look for cost savings available that would not harm the overall project. Looking at multiple suggestions and costs, the University will make modifications to the plans to reduce bid costs by \$22,181.00.

Other construction costs include upgrades to the water and electrical service to the building to meet the new utility use demands.

This project will be paid from the WP Vet Tech Program budget funded by FY25 MoExcels Workforce Initiative (\$750,000.00) and the President's Operating Fund (\$125,000.00).

IV.B.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1637-25

Approval of proposals and award of a contract to repair exterior ledges at Blair-Shannon House and Freudenberger House

BE IT RESOLVED by the Board of Governors for Missouri State University that the proposals from MTS Contracting in the amount of One Million Three Hundred Sixty Thousand Seven Hundred Twenty-Seven and 06/100ths dollars (\$1,360,727.06) to repair exterior ledges at Blair-Shannon House and Freudenberger House be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$27,000.00
Construction Costs	\$1,360,727.06
Project Administration	\$4,082.18
Construction Contingency	\$133,190.76
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	\$0.00
Total Project Budget	\$1,525,000.00
Funding Source	
Blair Shannon/Freudenberger Ledge Repairs budget	\$1,525,000.00
Total Funding Source	\$1,525,000.00

BE IT FURTHER RESOLVED that this be paid from the Blair Shannon/Freudenberger Ledge Repairs budget funded by the Residence Hall Net Assets.

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 firm selected, 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, amendments to existing agreements, and/or easements directly related to this project as long as the approved project budget is not exceeded.

Tim Francka
Board Chair

Passed at meeting of
November 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

This project repairs cracking and spalling that is occurring along the exterior slab extensions at Blair-Shannon House and Freudenberger House. Extensions will require removal of flashing and existing sealant, patching, caulking, and installation of an elastomeric coating. Additionally, this project includes stucco repair on the west face of the Shannon Tower. The work is scheduled to be completed by the Summer 2026 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 Cooperative Contract 25629 with MTS Contracting to perform the work under this contract.

This project will be paid from the Blair Shannon/Freudenberger Ledge Repairs budget funded by the Residence Hall Net Assets (\$1,525,000.00).

V.

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 Committee 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(18). “Confidential or privileged communications between a public governmental body and its auditor,...”