



Board of Governors Executive Committee Meeting

<https://us02web.zoom.us/j/83301293952>

Wednesday, 9/17/2025

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 April 16, 2025
 - II.A. Open minutes of the BOG Exec Committee Meeting of April 16, 2025 - 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 bid and award of a contract to update elevators at Hammons House
 - IV.A.1. Approval of bid and award of a contract to update elevators at Hammons House - Page 12*
- V. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021
 - V. Closed Meeting Resolution - Executive Committee - Page 14*
- VI. Adjournment *Presented By: Governor Tim Francka*

**MINUTES OF THE
BOARD OF GOVERNORS EXECUTIVE COMMITTEE MEETING
MISSOURI STATE UNIVERSITY
WEDNESDAY, APRIL 16, 2025**

The Executive Committee of the Board of Governors for Missouri State University held a meeting via Zoom webinar on Wednesday, April 16, 2025, with Governor Tim Francka, Chair of the Board, presiding. Governor Francka called the meeting to order at 4:06 p.m.

Roll Call

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

Also present – Richard B. Williams, President
Brad Bodenhausen, Vice President for Community and Global Partnerships
Rachael Dockery, General Counsel and Vice President for Legal Affairs
and Compliance
Tammy Jahnke, Interim Provost
Dennis Lancaster, Chancellor of the West Plains Campus
Natalie McNish, Director of Internal Audit and Risk Management
Matt Morris, Vice President for Administration and Finance
Zora Mulligan, Executive Vice President
Patrick Ransdell, Director of Athletics
Suzanne Shaw, Vice President for Marketing and Communications
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 March 19, 2025, Executive Committee meeting. Governor Melissa Gourley provided a motion, receiving a second from Governor Lynn Parman.

Motion passed 4-0.

2025-2026 Fee Schedules

Matt Morris, Vice President for Administration and Finance, provided an overview of key dates of the budget process. He highlighted increases for undergraduate and graduate tuition and student service fees on the Springfield Campus and provided a comparison to other public Missouri four-year institutions. Mr. Morris highlighted additional information on Academic Affairs fees, international program fees, and auxiliary fees.

Dr. Dennis Lancaster, Chancellor of West Plains Campus, highlighted increases in tuition, auxiliary fees, other fees, and academic fees for the West Plains Campus. He provided a comparison of tuition and fees to other public Missouri two-year institutions.

The following resolutions were presented for approval:

- 2025-2026 Fee Schedule for the Springfield Campus (Fees No. 163-25)
- 2025-2026 Fee Schedule for the West Plains Campus (West Plains Fees No. 23-25)

Governor Travis Freeman provided a motion for approval of both resolutions, receiving a second from Governor Parman.

Motion passed 4-0.

Procurement

Mr. Morris presented a resolution for approval of a procurement activity report for activities from March 12, 2025, through April 9, 2025 (Purchasing Activity Report No. 543-25). He provided information on the following items included in the report:

- Video Audio Learning Tool for McQueary College of Health and Human Services
- Program Evaluation System (PES) Suite for Office of the Provost

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

Motion passed 4-0.

Facilities

Mr. Morris presented a resolution for approval of bids and award of a contract to renovate Chick-fil-A at Plaster Student Union (Bids & Quotations No. 1628-25). Governor Parman provided a motion for approval, receiving a second from Governor Freeman.

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...”

R.S.Mo. 610.021(18). “Confidential or privileged communications between a public governmental body and its auditor...”

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 4:42 p.m. to go into closed session.

The open meeting reconvened at 5:26 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 5:26 p.m.

Tim Francka
Board Chair

Passed at the meeting of
September 17, 2025

Rowena Stone
Secretary to the Board

III.A.1.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

PURCHASING ACTIVITY REPORT NO. 547-25
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
September 17, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

Recommend the attached report summarizing all reportable Office of Procurement Services activity from July 9, 2025, through September 10, 2025, be approved.

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

FOR APPROVAL

Revenue contract estimated > \$250,000.00 that was competitively bid

**Outbound Sales Force Services
Intercollegiate Athletics**

**Revenue Contract
(Estimated Five-Year Revenue)**

A solicitation was issued for the University's Athletic Outbound Sales program, and responses were received from Amplify, Playfly, and Taymar. The University currently does not have outbound sales force.

Proposal by Amplify is a four-year contract with an option for two more. Either party can terminate if the combined ticket revenue (all required aspects of a ticket purchase) is less than one million one-hundred thousand dollars (\$1,100,000); in such an event, the party desiring to terminate must provide the other Party with written notification of its desire to terminate the agreement by July 15 following the athletics season subject to shortfall, and termination will be effective within thirty (30) days of the other party's receipt of such notice.

Services to be provided by Amplify include outsourced tickets sales for University Events and other mutually agreed upon activities and solicitations on the University's behalf. Additionally, Amplify shall provide staff training, sales campaigns, and sales program management/strategy development. Amplify agrees to work closely with all external and internal components (including administration, ticketing, marketing, development, and other departments) to participate in a shared vision.

Fees are 12% of all collected ticket revenue and associated ticket revenues, up to \$1,500,000, 20% above \$1,500,000, and 20% on all other Amplify revenue collected.

Note: Revenue Contract – Funding source does not apply.

July 9, 2025, through September 10, 2025

ACTIVITY REPORT
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Single Feasible Source > \$250,000

High Vacuum Evaporation System **\$348,621.00**
Jordan Valley Innovation Center (JVIC)

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, Jordan Valley Innovation Center requests approval to procure a High Vacuum Evaporation System from CHA Industries.

CHA Solution II electron beam evaporation systems are high-performance, compact ion beam aided deposition systems for research and development applications.

Electron beam evaporation is a physical vapor deposition technique that uses a high-energy electron beam to heat a source material under high vacuum, transforming it into vapor.

Vapor then condenses on a substrate to form a thin film of the source material. The process is known for its high deposition rates, ability to deposit refractory materials with high melting points, and efficient material utilization, making it suitable for various processes in materials research and development areas.

A system is required to meet the deliverables of a federally funded program funded by the Air Force Research Laboratory (AFRL) for the project *Affordable Manufacture of Resistive Films*.

Recommend award to CHA Industries as a sole source.

Note: Funding to be from AFRL Subcontract Number SI2-2023-60022-001 between SI2 Technologies, Incorporated, and The Board of Governors of Missouri State University.

Payment is to be made through CASE-Resistive Films Center for Applied Science and Engineering Capital Equipment Research I03170 072008 75001 021.

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ACTIVITY REPORT
PAGE THREE

Single Feasible Source > \$250,000

Platform and Equipment Inventory Management Software	\$453,900.00
Intercollegiate Athletics	(Four-Year Agreement)

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, Intercollegiate Athletics recommends approval of a four-year agreement with Teamworks Innovations Incorporated for Teamworks Elite Platform Package and Equipment Inventory Management.

Teamworks Elite Platform Package centralizes operations for student athletes across communication, compliance, recruiting, academic support and NIL engagement. This integrated platform enhances efficiency, ensures NCAA compliance, enhances compliance tracking, and places safeguards and supports, and provides structure to the academic development of the student athletes.

Long-term technology costs are reduced by consolidating multiple services into a single system. Most importantly, this system directly supports the student-athlete experience by providing real-time access to schedules, academic alerts, and NIL opportunities, all through a centralized, mobile-friendly platform.

Intercollegiate Athletics has been using Teamworks since 2019, making this upcoming renewal a continuation of a longstanding partnership. Over the years, Teamworks has enabled streamlining and consolidation of multiple tools, such as communication, scheduling, file sharing, et cetera into one unified platform. This integration has significantly improved operational efficiency, reduced redundancy, and simplified workflow management across staff and student athletes.

A four-year renewal term further enhances these savings, holding current pricing. The extended term ensures continuity of service and ongoing support, while allowing the University to take full advantage of Teamworks' evolving features in the various noted areas.

Cost for the Teamworks Elite Package is \$428,400.00, and cost for Inventory Management is \$25,500.00, for a total of \$453,900.00 for the four-year period. Term of the four-year agreement is August 1, 2025, through July 31, 2029.

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**ACTIVITY REPORT
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	Teamworks Elite Package	Equipment Inventory Management	TOTAL
Year One	\$72,200.00	\$6,000.00	\$78,200.00
Year Two	\$98,700.00	\$6,250.00	\$104,950.00
Year Three	\$125,000.00	\$6,500.00	\$131,500.00
Year Four	\$132,500.00	\$6,750.00	\$139,250.00
TOTAL	\$428,400.00	\$25,500.00	\$453,900.00

Note: Funding to be from Intercollegiate Athletics Administration Other Subscriptions Auxiliary Revenues and Expenses H02000 222000 73625 201.

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

**Telephone System Support/Maintenance \$476,560.08
Telecommunications (Three-Year Agreement)**

Pursuant to University Policy which allows the State of Missouri to participate in contract agreements established by other public entities, the University recommends approval to utilize National Cooperative Purchasing Alliance (NCPA) Contract 01-114, facilitated through Avaya Business Partner Contract AVI-SPL (formerly SKC Communication), for Avaya Licensing and Maintenance Support of the University's telephone system.

Service is for the period October 1, 2025 through September 30, 2028.

Note: Funding to be from Telecommunications Services Agreements Software/Hardware D02008 062048 73421 063.

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Single Feasible Source Renewal > \$250,000

Dining Services	\$500,000.00
West Plains Campus	(Estimated One Year)

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, a dining services contract was awarded by the West Plains campus to Great Western Dining Services for the fiscal year July 1, 2024 to June 30, 2025. The new contract includes optional one-year renewals and replaces a previous Great Western Dining Services academic semester agreement that was renewable by each semester. Renewal period for the fiscal year July 1, 2025 to June 30, 2026.

Great Western Dining is the only food location in the West Plains area that can provide weekly meals within walking distance to the campus for all housing residents, as well as for access by other students, faculty, staff, and visitors.

Management and operation of the Dining Hall is on a cost-plus management fee basis. Great Western Dining is to be reimbursed for all costs of the campus dining program, including food purchases, labor costs, and management/supervision costs, plus an annual management fee of \$30,000.00. Invoices are to be submitted monthly.

Note: Funding to be from collected student board charges paid through West Plains Food Service H92001 0420043 73408 201.

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

X-Ray Computed Tomography (CT) Scanning System	\$1,924,300.00
Jordan Valley Innovation Center (JVIC)	

In response to required advertising, two bids were received for a X-ray computed tomography scanning system for the Jordan Valley Innovation Center.

X-ray CT scanning systems enable non-destructive testing and inspection of high-value articles by creating detailed 3D images of both the interior and exterior structure of scanned objects. CT scanning combines thousands of 2D X-ray images to reconstruct a volumetric model that can be analyzed using sophisticated software towards a wide variety of goals.

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Applications include quality inspection, metrology and dimensional analysis, material characterization, and reverse engineering.

Purchase of this system is required to perform the required inspection and research data collection activities necessary to allow JVIC and Mentis Sciences, Inc. to improve the output quality and production process efficiency of an advanced, high-temperature composite product.

The system shall provide state-of-the-art imaging and computing capabilities to drive the inspection of full-scale aerospace components including high-resolution imaging and sub-pixel processing reconstruction for microstructural analysis, an extended size scanning cabinet and turntable for oversize articles, 4D CT software technology to detect and reveal changes in material structure as mechanical and thermal tests are conducted, and a reconstruction computer capable of performing detailed material analyses at scale.

A system is required to meet the deliverables of a federally funded program and is funded by the Defense Logistics Agency (DLA) on the project, *Tools and Processes for Affordable High Temperature Composites*.

Recommended award to North Star Imaging Inc., as the low bidder meeting the required specifications of the Request for Quotation (RFQ).

Note: Funding to be from Subcontract Purchase Order Number 5296 between Mentis Sciences, Incorporated, and The Board of Governors of Missouri State University.

Payment is to be made through CASE-High Temperature Composites, Center for Applied Science and Engineering Capital Equipment Research I03273 072008 75001 021.

July 9, 2025, through September 10, 2025

IV.A.1.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1634-25

Approval of bid and award of a contract to
update elevators at Hammons House

BE IT RESOLVED by the Board of Governors for Missouri State University that the bid of Nabholz Construction Corporation in the amount of One Million Four Hundred Eighty-five Thousand and 00/100ths dollars (\$1,485,000.00) for the base bid plus alternate 1 to update elevators at Hammons House be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$85,510.00
Construction Costs	\$1,485,000.00
Project Administration	\$9,490.00
Construction Contingency	\$220,000.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	\$0.00
Total Project Budget	\$1,800,000.00
Funding Source	
Upgrade Elevators, Hammons House budget	\$1,800,000.00
Total Funding Source	\$1,800,000.00

BE IT FURTHER RESOLVED that this be paid from the Upgrade Elevators, Hammons House 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 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
September 17, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

The bid received on this project is as follows:

Contractor	Base Bid	Alt. 1	Alt. 2	Alt. 3	Total (Base Bid + Alt. 1)
Nabholz Construction Corporation	\$1,585,000.00	(\$100,000.00)	\$17,000.00	(\$71,000.00)	\$1,485,000.00

This project updates elevators 24, 25, and 26 at Hammons House. Updates include replacement of the existing controllers with new microprocessor controllers, a new hoist way, and new machine room wiring. Additionally, this project replaces drive machines, AC motors, and door operators. There will be new signal and operating fixtures for the cabs and lobbies. Any building upgrades needed will be provided with the associated elevator work. Work is scheduled to be completed by the spring 2027 semester.

Alternate 1 retains the existing cab fronts and canopies. It is recommended that this alternate be accepted.

Alternate 2 would have painted the lobby walls on floors two through eight. Alternate 3 would have provided different materials for the applied panels inside the elevators. Neither of these alternates are being accepted due to client preference.

While only one bid was received for this project, it is in line with the anticipated costs.

This project will be paid from the Upgrade Elevators, Hammons House budget funded by the Residence Hall Reserve (\$1,800,000.00) budget.

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 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,...”