

Matthew D. Morris

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Higher Education Experience

Vice President for Administrative Services

July 2015 to present

ADMINISTRATIVE SERVICES – MISSOURI STATE UNIVERSITY

- Serve as the senior executive officer responsible for providing leadership and management to administrative and information services comprised of approximately 255 full-time employees within Environmental Management, Facilities Management, Human Resources, Planning, Design and Construction, Postal Services, Printing Services, Safety and Transportation, University Staff Ambassadors, and University Support Services.
- Advise the President on all matters pertaining to the management and operation of general administrative services functions for approximately 6 million square feet and a robust infrastructure.
- Responsible for an operating budget of approximately \$18 million and total budget of approximately \$40 million.
- Serve as legislative contact and liaison with the City of Springfield and Neighborhood Associations.

Associate Vice President for Administrative and Information Services

February 2012 to present

ADMINISTRATIVE AND INFORMATION SERVICES – MISSOURI STATE UNIVERSITY

- Assist the Vice President for Administrative and Information Services by providing leadership within the Division and extending the range of communication, coordination, and supervision.
- Develop an annual budget and assist in the responsibility of an operating budget of approximately \$18 million and total budget of approximately \$40 million.
- Responsible for the development, coordination, and submission of the University's annual Capital Appropriations Request to the State of Missouri.
- Interface with community organizations, public officials, and on/off-campus leaders in support of University programs and projects of mutual interest.

Director-Business and Support Services

July 2006 to February 2012

BUSINESS AND SUPPORT SERVICES – MISSOURI STATE UNIVERSITY-WEST PLAINS

- Conducted support affairs for the West Plains campus through planning, resourcing, and supervising construction capital projects, developed a campus master plan visioning guide, and managed physical plant and motor pool operations including the maintenance and repair of campus infrastructure.
- Managed real estate activities for the campus by conducting and supervising real estate procurements and divestments including appraisals, negotiations, legal recording procedures, and related records management.
- Conducted business affairs for the West Plains campus through developing an annual budget, exercising fiscal management for areas under direct supervision, and developing financial and managerial reporting models.
- Maximized institutional benefit and minimized liability of campus contracts and grants by reviewing and recommending approval of said contracts and grants in light of the adequacy of contract terminology and content and obligation of the physical resources of the campus.
- Managed Human Resources, payroll, procurement, and contracting functions on the West Plains campus.
- Ensured the safety of all students, faculty, and staff by developing comprehensive emergency plans for campus facilities and training on safety items.

Higher Education Experience

Assistant Director-Facilities and Operations

June 2001 to July 2006

RESIDENCE LIFE AND SERVICES – MISSOURI STATE UNIVERSITY

- Responsible for all aspects of the physical operation of 12 residence halls and apartment complexes housing 4,034 students.
- Managed contracts, maintained relationships with major vendors, and assisted in negotiations with the bargaining unit.
- Selected, trained, supervised, and evaluated staff including five administrative office personnel, two custodial supervisors, two custodial foremen, 39 custodians, student paint crew, student recycling coordinators, and student moving crew.
- Served as a liaison to the Physical Plant and oversaw the maintenance staff for facilities including one maintenance foreman, 10 mechanical staff, one HVAC mechanic, one plumber, one access control specialist, one painter, and four student workers.
- Managed laundry operations including supervision of one washer and dryer mechanic and one helper.
- Ensured the safety of all residents by developing a comprehensive emergency plan for the residence halls and apartments, and training Residence Life and Services staff on safety items.

Residence Hall Director

August 1999 to June 2002

RESIDENCE LIFE AND SERVICES – MISSOURI STATE UNIVERSITY

- Managed a first-year co-ed residence hall housing 115 honors students (2000 to 2002) and a residence hall housing 400 co-ed undergraduate students (1999 to 2000).
- Trained and supervised one assistant hall director, three resident assistants, one full-time receptionist, one full-time night host, and 15 student desk receptionists, and previously trained and supervised one assistant hall director, eight resident assistants, one full-time receptionist, one full-time night host, 20 student desk receptionists, and three academic tutors.
- Advised hall council, including a seven-member executive board, in planning and implementing residence hall programming.
- Acted as judicial officer reviewing policy violations and resident concerns.
- Directed the management operations of the residence hall by working with appropriate campus departments in the areas of occupancy, facility management, safety, and security.
- Monitored facilities to ensure damage control.
- Served on area coverage for a housing area of over 2,000 students, providing crisis intervention, responding to facility emergencies, and assisting with disciplinary situations.

Education

MANAGEMENT DEVELOPMENT INSTITUTE, MISSOURI STATE UNIVERSITY, Springfield, Missouri
Certified Public Manager

National Certified Public Manager Consortium, December 2011

MISSOURI STATE UNIVERSITY, Springfield, Missouri

Master of Business Administration: Concentration in Management

Overall GPA: 3.82/4.0, May 2001

PITTSBURG STATE UNIVERSITY, Pittsburg, Kansas

Bachelor of Business Administration: Major in Management, Minor in Economics

Overall GPA: 3.93/4.0, May 1998, graduated Magna Cum Laude

Committee Work/Professional Activities: Higher Education

• Executive Budget Committee	December 2015 to present
• Bear Connection Mentoring Program, <i>Mentor</i>	April 2014 to present
• International Friends of Missouri State, <i>Host Family</i>	August 2013 to present
• Legislative Team, Missouri State University	January 2013 to present
• Bear Crew, Missouri State University	August 2012 to present
• House Calls Program, Missouri State University	August 2012 to present
• Sustainability Advisory Committee, <i>Co-Chairperson (July 2015 to present)</i>	March 2012 to present
• Administrative Budget Committee, <i>Chairperson (January 2016 to present)</i>	February 2012 to present
• University Space Allocation Advisory Committee, <i>Chairperson (July 2015 to present)</i>	February 2012 to present
• Health Care Plans Review Committee	February 2012 to present
• Environmental Management Policy Panel, <i>Chairperson</i>	November 2006 to present
• University Staff Ambassadors	July 2003 to present
• Information Technology Council, <i>Termed Appointment</i>	July 2015 to August 2016
• Long Range Plan Steering Committee	August 2015 to May 2016
• Sustainability Commission	October 2012 to May 2016
• Master Planning Committee, Missouri State University, <i>Chairperson</i>	April 2012 to April 2016
• President's Task Force on Family Leave and Support, <i>Chairperson</i>	April 2015 to December 2015
• Higher Learning Commission Steering Committee	August 2012 to December 2015
• Energy Subcommittee	February 2013 to September 2015
• Missouri State University Visioning Infrastructure Task Force	November 2014 to June 2015
• Director of Safety and Transportation Selection Committee, <i>Chairperson</i>	December 2014 to April 2015
• Director of Facilities Management Selection Committee, <i>Chairperson</i>	August 2014 to January 2015
• Community Shelter Operations Team, <i>Assistant Site Coordinator</i>	September 2011 to February 2012
• Long Range Planning Committee	October 2010 to February 2012
• Budget Review Committee, <i>Co-Chairperson</i>	October 2006 to February 2012
• United Way Committee	September 2006 to February 2012
• Grizzly Volleyball Adopt-A-Player Program	July 2006 to February 2012
• Campus Safety/Parking Committee	July 2006 to February 2012
• Financial Aid Appeals Committee	July 2006 to February 2012
• Central Association of Physical Plant Administrators Conference	September 2011
• Grant Development Specialist Search Committee	September 2010 to December 2010
• Staff Sub-Compensation Committee	October 2007 to November 2010
• Facilities Planning and Management Advisory Committee	July 2007 to November 2010
• Association for the Advancement of Sustainability in Higher Education (AASHE) Conference, <i>Attendee/Kresge Fellow</i>	October 2010
• Superintendent of Physical Plant Search Committee, <i>Chairperson</i>	September 2009 to December 2009
• Assistant to the Chancellor/Coordinator of Institutional Research Selection Committee, <i>Chairperson</i>	September 2008 to October 2009
• Red Flags/Identity Theft Policy Committee	May 2009 to July 2009
• Economic Stimulus Task Force	February 2009 to May 2009
• Compensation Committee	October 2006 to April 2009
• Job Family 4 Job Evaluation Committee	April 2007 to April 2008
• RecycleMania, <i>Chairperson</i>	February 2004 to July 2006
• Energy Conservation Task Force, <i>Chairperson</i>	October 2001 to July 2006
• ACUHO-I/APPA Housing Facilities Workshop, <i>Attendee</i>	October 2001 to July 2006
• Environmental, Safety and Physical Change Committee (UMR-ACUHO)	November 1999 to November 2002
• Area Coordinator Selection Committee, <i>Chairperson</i>	March 2000 and March 2001
• Resident Assistant Class Instructor (IDS-275)	August 1999 to December 1999

Committee Work/Professional Activities: Community

• City Utilities Citizens' Advisory Council	December 2015 to present
• Partnership for Sustainability, <i>Board of Directors Member</i>	July 2015 to present
• Community Listen/Zone Blitz Partner	July 2015 to present
• Leadership Springfield, <i>Class 30 Graduate/Member</i>	September 2014 to present
• Public Entities' Diversity Initiative	July 2013 to present
• Governmental Relations Committee, Springfield Chamber of Commerce	January 2013 to present
• North Point Church, <i>First Impressions Team and Give Back Participant; Board of Directors Member (February 2016 to present)</i>	June 2012 to present
• Neighborhood Liaison, Missouri State University, Walnut, Rountree, Phelps	February 2012 to present
• Springfield Contractors Association	February 2012 to present
• IDEA Commons Infrastructure Committee, Missouri State University,	
• City of Springfield, City Utilities	July 2012 to August 2016
• Public Entities' Diversity Initiative Performance Measurement Subcommittee	April 2015 to July 2016
• The Network, Springfield Chamber of Commerce, <i>2015 Young Professional of the Year</i>	November 2012 to February 2016
• Artsfest on Walnut Street Volunteer	May 2013, 2014, 2015
• Volunteer Basketball Coach, Willard Recreation Center	October 2014 to December 2014
• Special Events Task Force, City of Springfield	January 2014 to December 2014
• Urban Districts Alliance, <i>Board of Directors Member</i>	February 2012 to December 2014
• West Plains Chamber of Commerce, <i>Board of Directors Member</i>	December 2009 to February 2012
• West Plains Chamber of Commerce Finance Committee	December 2009 to February 2012
• West Plains Chamber of Commerce Government Affairs Committee	December 2009 to February 2012
• West Plains Chamber of Commerce Business Incubator Committee	December 2009 to February 2012
• West Plains Lions Club, <i>Treasurer/Member</i>	August 2006 to February 2012
• The President's Volunteer Service Award	January 2011 and January 2012
• Faith Assembly of God, <i>Treasurer/Elder</i>	October 2007 to January 2012
• Calvary Temple Assembly of God, <i>Board of Directors Member</i>	January 2003 to July 2006

Awarded Grants

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| <ul style="list-style-type: none"> • FEMA Community Shelter, \$1,181,250, <i>Administrative Coordinator/Approver</i> • FEMA Community Shelter, \$1,320,149, <i>Principal Investigator and Project Manager</i> • Health Resources and Services Administration (HRSA), Nursing Simulation Equipment Grant, \$247,500, <i>Co-Principal Investigator</i> • FEMA Disaster #1822, Ice Storm Damage, January 26-28, 2009, \$20,518, <i>Chief Financial Officer and Designated Agent</i> • Tree Resource Improvement and Maintenance (TRIM)-Grant, Missouri Department of Conservation, \$10,000, <i>Principal Investigator</i> | <ul style="list-style-type: none"> • Tree Resource Improvement and Maintenance (TRIM)-Grant, Missouri Department of Conservation, \$10,000, <i>Principal Investigator</i> • Missouri Recycling Association, South Central Solid Waste Management District, Alcoa Recycling Bins (\$3,000 value), <i>Principal Investigator</i> • Second Nature's Sustainability Fellowship, The Kresge Foundation, \$2,000, <i>Principal Investigator</i> • Community Foundation of the Ozarks, Tuttle Amphitheater, \$1,000, <i>Principal Investigator</i> |
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