



## **Board of Governors Finance & Facilities Committee Meeting**

**West Plains Civic Center, Magnolia Room**

**Thursday, 6/20/2024**

**2:30 - 3:45 PM CT**

**I. Roll Call** *Presented By: Governor Tim Francka*

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

**A. Approval of Minutes** *Presented By: Governor Tim Francka*

**1. Approval of the open and closed minutes of the Finance and Facilities Committee meeting of May 9, 2024**

*II.A. Open Minutes of the May 9, 2024, Finance and Facilities Committee Meeting - Page 2*

**III. Review Year to Date Financial Statements** *Presented By: Matt Morris, Vice President for Administration and Finance, and Cindy Schull, Assistant Vice President Finance & Accounting*

*III. Unaudited Financial Statements - April 30 2024 - Page 5*

**IV. Review Fiscal Year 2025 Operating Budget Recommendations**

**A. FY2025 Internal Operating Budget Summary** *Presented By: President Clif Smart; Dr. Dennis Lancaster, Chancellor of the West Plains Campus; and Matt Morris, Vice President for Administration and Finance*

*IV.A. FY2025 Internal Operating Budget Summary - Page 11*

**B. FY2025 Springfield Campus Operating Budget** *Presented By: Matt Morris, Vice President for Administration and Finance, and Cindy Schull, Assistant Vice President Finance & Accounting*

**C. FY2025 Springfield Campus Auxiliary System Budget** *Presented By: Matt Morris, Vice President for Administration and Finance, and Cindy Schull, Assistant Vice President Finance & Accounting*

**D. FY2025 West Plains Campus Operating Budget** *Presented By: Dr. Dennis Lancaster, Chancellor of the West Plains Campus, and Cindy Schull, Assistant Vice President Finance & Accounting*

**E. FY2025 Internal Operating Budget Resolution** *Presented By: Matt Morris, Vice President for Administration and Finance*

**V. Review of Procurement Activity Report** *Presented By: Matt Morris, Vice President for Administration and Finance*

*V. Procurement Activity Report - Review of Items for Approval over \$250,000 - Page 53*

**VI. West Plains Facilities Update** *Presented By: Matt Morris, Vice President for Administration and Finance, and Dr. Dennis Lancaster, Chancellor of the West Plains Campus*

**VII. Development Report** *Presented By: Brent Dunn, Vice President for University Advancement*

*VII. Development Report - Page 59*

**VIII. Review of Revisions to the Employee Handbook for Administrative, Professional, and Support Staff Employees and Related Polices** *Presented By: Matt Morris, Vice President for Administration and Finance*

*VIII. Review of Resolution and Revisions to Employee Handbook - Page 61*

**IX. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021**

*IX. Closed Meeting Resolution - FFC - Page 83*

**X. Adjournment** *Presented By: Governor Tim Francka*

**MINUTES OF THE  
BOARD OF GOVERNORS FINANCE AND FACILITIES COMMITTEE  
MISSOURI STATE UNIVERSITY  
THURSDAY, MAY 9, 2024**

Governor Tim Francka, Chair of the Finance and Facilities Committee, called the meeting to order at 10:00 a.m. in the Robert W. Plaster Student Union, Ballroom East on the Missouri State University campus in Springfield, Missouri.

**Roll Call**

Present – Tim Francka, Committee Chair  
Bradley Cooper, Committee Member  
Anson Elliott, Committee Member  
Travis Freeman, Committee Member  
Missy Gourley, Committee Member  
Ann Kampeter, Committee Member  
Lynn Parman, Committee Member  
Jeff Schrag, Committee Member  
Chris Waters, Committee Member

Also present – Clif Smart, President  
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  
Brent Dunn, Vice President for University Advancement  
Algerian Hart, Assistant to the President for Inclusive Excellence  
John Jasinski, Provost  
Dennis Lancaster, Chancellor of the West Plains Campus  
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  
Dee Siscoe, Vice President for Student Affairs  
Mark Smith, Dean of the McQueary College of Health and Human Services  
Rowena Stone, Secretary to the Board of Governors

**Approval of Minutes**

Governor Francka called for a motion to approve the minutes of the February 16, 2024, Finance and Facilities Committee meeting. Governor Ann Kampeter provided a motion, receiving a second from Governor Chris Waters.

Motion passed 8-0.

**Review Year to Date Financial Statements**

Cindy Schull, Assistant Vice President for Finance & Accounting, reviewed year-to-date financial statements through March 31, 2024. She shared that the university remains in strong financial position.

### **Jefferson City Budget Update**

President Smart shared that the deadline for the legislature to pass the budget is later today. He reviewed the typical process and shared that the process is different this year. The University has been creating a budget based on a 3% appropriations increase assumption. He shared that more information should be available closer to the deadline.

### **Review Fiscal Year 2025 Operating Budget Recommendations**

President Smart and Matt Morris, Vice President for Administration and Finance, presented the FY2025 operating fund budget recommendations for the Springfield Campus. Dr. Dennis Lancaster, Chancellor of the West Plains Campus, presented recommendations for the West Plains Campus. Compensation and benefits recommendations include:

- A 3% across-the-board raise for qualified full-time faculty and staff for both campuses,
- Adjusting full-time staff pay ranges tied to CUPA data to ensure competitive staff compensation,
- Increasing staff pay up to the minimum of their respective pay grade, ensuring full-time staff compensation is at least 70% of the MSU pay range mid-point for both campuses,
- Over \$460,000 in faculty promotions and full professor salary incentive program for the Springfield Campus and over \$7,000 in faculty promotions for the West Plains Campus, and
- \$1.7 million for increased MOSERS costs for Springfield and almost \$96,000 for the West Plains Campus.

The Board instructed administration to have a budget prepared consistent with all the recommendations presented.

### **Procurement & Financial**

Mr. Morris, reviewed items in the procurement activity report to be approved as part of the consent agenda in the full meeting later in the day. He shared information on the following items:

- Bank Depository Services for Financial Services
- Software Video Management System for Computer Services
- Buildings and Contents Insurance for all campuses

### **Facilities Update**

Mark Wheeler, University Architect and Director of Planning, Design, and Construction, provided an update on facilities projects. Highlights of his presentation included the masterplan for the Judith Enyeart Reynolds Complex. Mr. Morris provided information on maintenance and repair priorities as part of on-going budget items, additional maintenance and repair funding, and other capital projects to be paid for with one-time capital funds. He shared information on how the University compares to other Missouri institutions on deferred maintenance spending and additional funds to become available from vacating leased property at the Park Central Office Building and Meyer Alumni Center.

### **Foundation Review**

The Foundation Review items were deferred to the regular meeting later in the day due to time constraints.

### **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 Finance and Facilities Committee of the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the Finance and Facilities Committee meeting of the Board of Governors to consider items pursuant to the Revised Statutes of the State of Missouri 610.021, section(s)...

R.S.Mo. 610.021(12) Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

Governor Jeff Schrag provided a motion for approval, receiving a second from Governor Travis Freeman.

A roll-call vote on the motion was as follows: those voting in favor – Governors Elliott, Francka, Freeman, Gourley, Kampeter, Parman, Schrag, and Waters; those voting against – none.

The open meeting recessed at 11:23 a.m. to go into closed session.

The open meeting reconvened at 12:07 p.m.

### **Adjournment**

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

Motion passed 8-0.

Meeting adjourned at 12:08 p.m.

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Tim Francka  
Committee Chair

Passed at the meeting of  
June 20, 2024

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Rowena Stone  
Secretary to the Board

III.

**Missouri State University  
Statement of Net Position - unaudited  
All Funds**

	April 30, 2024	April 30, 2023
<b>Assets</b>		
Cash, cash equivalents and investments	\$ 200,363,594.85	\$ 214,396,264.54
Receivables, net of allowance for doubtful accounts	49,699,530.27	38,604,288.95
Interfund receivables (payables)	(0.00)	-
Prepaid MOSERS	2,930,548.01	3,655,409.23
Inventories	4,260,304.67	5,232,959.44
Other assets	(763,659.30)	(734,062.77)
Fixed Assets & CIP	1,183,016,052.75	1,128,280,761.99
Accumulated depreciation	(530,410,678.86)	(502,568,382.32)
Deferred outflows of resources related to pension and bonds	69,964,952.17	48,746,797.17
<b>Total Assets</b>	<u>\$ 979,060,644.56</u>	<u>\$ 935,614,036.23</u>
<b>Liabilities</b>		
Accounts payable/other	\$ 3,279,462.58	\$ 4,274,055.01
Accrued salaries	25,809,279.51	24,805,479.76
Deferred revenue	7,791,347.37	6,422,814.13
Net pension & OPEB liability	361,412,677.00	271,908,453.00
Deferred inflow of resources related to pension/OPEB/leases	13,423,567.07	67,756,978.79
Notes, bonds and leases payable	155,476,122.84	161,273,659.96
<b>Total Liabilities</b>	<u>\$ 567,192,456.37</u>	<u>\$ 536,441,440.65</u>
<b>Net Position</b>	<u>411,868,188.19</u>	<u>399,172,595.58</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 979,060,644.56</u>	<u>\$ 935,614,036.23</u>

Missouri State University  
Statement of Revenues, Expenses and Changes in Net Position - unaudited  
Operating Funds

	Current YTD April 30, 2024	Prior YTD April 30, 2023	FY2024 Original Budget	Current YTD % of Budget	% Increase/ (Decrease) to Prior YTD
<b>Operating Revenue</b>					
Tuition and fees	\$ 147,320,293.01	\$ 139,119,155.45	\$ 145,728,325.00	101.1%	5.90%
Scholarships and fellowships	(33,269,509.68)	(29,748,758.75)	(30,307,994.00)	109.8%	11.83%
Grants and contracts	37,707.05	34,562.59	150,000.00	25.1%	9.10%
Other revenues	1,966,257.89	1,831,487.11	1,717,878.00	114.5%	7.36%
<b>Total Operating Revenue</b>	<b>116,054,748.27</b>	<b>111,236,446.40</b>	<b>117,288,209.00</b>	<b>98.9%</b>	<b>4.33%</b>
<b>Operating Expenses</b>					
Salaries	107,086,132.77	102,012,572.76	122,826,577.39	87.2%	4.97%
Benefits	46,153,421.19	43,331,130.03	56,949,307.41	81.0%	6.51%
Utilities	4,529,092.25	5,080,920.44	6,234,046.00	72.7%	-10.86%
Travel	1,797,580.87	1,601,387.58	1,173,346.83	153.2%	12.25%
Supplies and services	16,440,666.29	15,020,321.58	16,334,990.55	100.6%	9.46%
Other	6,531,792.69	7,531,217.25	13,297,727.40	49.1%	-13.27%
<b>Total Operating Expenses</b>	<b>182,538,686.06</b>	<b>174,577,549.64</b>	<b>216,815,995.58</b>	<b>84.2%</b>	<b>4.56%</b>
<b>Operating Income (Loss)</b>	<b>(66,483,937.79)</b>	<b>(63,341,103.24)</b>	<b>(99,527,786.58)</b>		
<b>Other Non-operating Revenues (Expenses)</b>					
State appropriations	81,858,130.00	78,643,485.62	98,304,762.00	83.3%	4.09%
Gifts	621,762.03	1,144,528.65	1,008,540.00	61.6%	-45.68%
Other	7,165,594.76	4,569,026.23	7,767,000.00	92.3%	56.83%
Debt Service Transfers	(2,716,937.50)	(2,624,238.75)	(2,716,938.00)	100.0%	3.53%
<b>Increase (Decrease) in Net Position Before Operating Transfers</b>	<b>20,444,611.50</b>	<b>18,391,698.51</b>	<b>4,835,577.42</b>		11.16%
Operating Transfers, net	(8,529,382.17)	(6,554,987.64)	(8,833,578.20)		
Operating Transfers, Capital	(18,468,502.05)	1,228,742.28			
Operating Transfers, Federal Grants	-	-	-		
<b>Increase (Decrease) in Net Position</b>	<b>\$ (6,553,272.72)</b>	<b>\$ 13,065,453.15</b>	<b>\$ (3,998,000.78)</b>		

Missouri State University  
Statement of Revenues, Expenses and Changes in Net Position - unaudited  
Designated Funds

	Current YTD April 30, 2024	Prior YTD April 30, 2023	% Increase/ (Decrease) to Prior YTD
<b>Operating Revenue</b>			
Tuition and fees	\$ 21,937,298.19	\$ 20,021,757.95	9.6%
Scholarships and fellowships	(1,024,554.42)	(938,646.53)	9.2%
Grants and contracts	3,984,745.73	\$ 3,351,396.06	18.9%
Other revenues	13,500,286.54	11,632,984.85	16.1%
<b>Total Operating Revenue</b>	<b>38,397,776.04</b>	<b>34,067,492.33</b>	<b>12.7%</b>
<b>Operating Expenses</b>			
Salaries	14,875,275.70	13,316,892.29	11.7%
Benefits	5,122,605.58	4,430,747.71	15.6%
Utilities	(20,692.99)	(52,825.46)	-60.8%
Travel	2,356,346.84	1,108,078.96	112.7%
Supplies and services	7,706,551.21	6,815,681.95	13.1%
Other	2,633,943.90	2,060,084.91	27.9%
<b>Total Operating Expenses</b>	<b>32,674,030.24</b>	<b>27,678,660.36</b>	<b>18.0%</b>
<b>Operating Income (Loss)</b>	<b>5,723,745.80</b>	<b>6,388,831.97</b>	
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	742,730.00	742,730.00	0.0%
Gifts	2,402,805.73	1,866,179.14	28.8%
Other	887,225.75	456,423.07	94.4%
Debt Service Transfers	(2,155,729.83)	(1,969,144.85)	
<b>Increase (Decrease) in Net Position Before Operating Transfers</b>	<b>7,600,777.45</b>	<b>7,485,019.33</b>	
Operating Transfers, net	(183,391.18)	2,976,641.22	
Operating Transfers, Capital Purchase	40,439.29	-	
<b>Increase (Decrease) in Net Position</b>	<b>\$ 7,457,825.56</b>	<b>\$ 10,461,660.55</b>	

Missouri State University  
Statement of Revenues, Expenses and Changes in Net Position - unaudited  
Auxiliary Funds

	Current YTD April 30, 2024	Prior YTD April 30, 2023	FY2024 Original Budget	Current YTD % of Budget	% Increase/ (Decrease) to Prior YTD
<b>Operating Revenue</b>					
Tuition and fees	\$ 12,072,018.06	\$ 10,691,735.86	\$ 11,424,873.00	105.7%	12.91%
Scholarships and fellowships	(6,229,014.13)	(5,961,754.56)	(5,968,220.00)	104.4%	4.48%
Grants and contracts	65,970.00	58,600.00	60,000.00		
Other revenues	45,360,822.78	43,651,695.77	46,982,888.00	96.5%	3.92%
<b>Total Operating Revenue</b>	<b>51,269,796.71</b>	<b>48,440,277.07</b>	<b>52,499,541.00</b>	<b>97.7%</b>	<b>5.84%</b>
<b>Operating Expenses</b>					
Salaries	18,628,871.74	17,277,065.23	22,875,737.75	81.4%	7.82%
Benefits	6,177,845.33	5,656,385.52	7,962,230.08	77.6%	9.22%
Utilities	2,294,926.95	2,565,815.85	2,558,503.00	89.7%	-10.56%
Travel	3,181,036.38	2,915,895.86	2,968,744.00	107.2%	9.09%
Supplies and services	14,720,683.48	12,344,294.12	16,545,383.00	89.0%	19.25%
Other	3,117,809.38	2,868,308.95	3,265,487.00	95.5%	8.70%
<b>Total Operating Expenses</b>	<b>48,121,173.26</b>	<b>43,627,765.53</b>	<b>56,176,084.83</b>	<b>85.7%</b>	<b>10.30%</b>
<b>Operating Income (Loss)</b>	<b>3,148,623.45</b>	<b>4,812,511.54</b>	<b>(3,676,543.83)</b>		
<b>Other Non-operating Revenues (Expenses)</b>					
State appropriations	-	-	-		
Gifts	1,159,582.27	1,623,022.65	4,060,416.00	28.6%	-28.55%
Other	502,886.73	281,207.42	57,500.00	874.6%	78.83%
Debt Service Transfers	(10,132,230.32)	(9,955,056.91)	(10,131,827.28)	100.0%	1.78%
<b>Increase (Decrease) in Net Position Before Operating Transfers</b>	<b>(5,321,137.87)</b>	<b>(3,238,315.30)</b>	<b>(9,690,455.11)</b>		64.32%
Operating Transfers, net	5,812,343.90	6,838,454.18	9,966,370.00		
Operating Transfers, Capital Purchase	-	(24,028,304.11)	-		
Operating Transfers, Federal Grants	-	-	-		
<b>Increase (Decrease) in Net Position</b>	<b>\$ 491,206.03</b>	<b>\$ (20,428,165.23)</b>	<b>\$ 275,914.89</b>		



Missouri State University  
Statement of Revenues, Expenses and Changes in Net Position - unaudited  
West Plains Operating, Designated and Auxiliaries

	Current YTD April 30, 2024	Prior YTD April 30, 2023	FY2024 Original Budget	Current YTD % of Budget	% Increase/ (Decrease) to Prior YTD
<b>Operating Revenue</b>					
Tuition and fees	\$ 5,690,921.17	\$ 4,982,202.33	\$ 4,584,165.00	124.1%	14.23%
Scholarships and fellowships	(638,546.12)	(487,913.44)	(528,478.00)	120.8%	30.87%
Grants and contracts	85,644.87	43,260.12	-		
Other revenues	1,473,688.38	1,490,057.98	1,590,867.00	92.6%	-1.10%
<b>Total Operating Revenue</b>	<b>6,611,708.30</b>	<b>6,027,606.99</b>	<b>5,646,554.00</b>	<b>117.1%</b>	<b>9.69%</b>
<b>Operating Expenses</b>					
Salaries	6,793,384.07	6,775,113.03	7,769,325.78	87.4%	0.27%
Benefits	2,688,569.73	2,603,107.27	2,993,510.25	89.8%	3.28%
Utilities	377,789.73	359,736.21	369,244.00	102.3%	5.02%
Travel	232,162.85	195,293.76	140,576.81	165.2%	18.88%
Supplies and services	1,535,737.36	1,512,295.55	915,458.51	167.8%	1.55%
Other	641,088.08	817,804.21	1,292,343.09	49.6%	-21.61%
<b>Total Operating Expenses</b>	<b>12,268,731.82</b>	<b>12,263,350.03</b>	<b>13,480,458.44</b>	<b>91.0%</b>	<b>0.04%</b>
<b>Operating Income (Loss)</b>	<b>(5,657,023.52)</b>	<b>(6,235,743.04)</b>	<b>(7,833,904.44)</b>		
<b>Other Non-operating Revenues (Expenses)</b>					
State appropriations	6,263,250.00	5,872,770.00	7,515,889.00	83.3%	6.65%
Gifts	90,328.31	145,564.79	206,720.00	43.7%	-37.95%
Other	162,682.97	94,908.95	130,200.00	124.9%	71.41%
Debt Service Transfers	(88,752.25)	(77,352.25)	(88,750.97)	100.0%	14.74%
<b>Increase (Decrease) in Net Position Before Operating Transfers</b>	<b>770,485.51</b>	<b>(199,851.55)</b>	<b>(69,846.41)</b>		<b>-485.53%</b>
Operating Transfers, net	(54,116.90)	26,119.19	(84,443.20)		
Operating Transfers, Federal Grants	-	45,332.36	-		
<b>Increase (Decrease) in Net Position</b>	<b>\$ 716,368.61</b>	<b>\$ (128,400.00)</b>	<b>\$ (154,289.61)</b>		

Missouri State University  
Statement of Revenues, Expenses and Changes in Net Position - unaudited  
All Funds

	Current YTD April 30, 2024	Prior YTD April 30, 2023	% Increase/ (Decrease) to Prior YTD	Variance (Decrease) to Prior YTD
<b>Operating Revenue</b>				
Tuition and fees	\$ 187,071,061.43	\$ 174,869,158.09	6.98%	\$ 12,201,903.34
Scholarships and fellowships	(83,200,237.28)	\$ (73,342,198.72)	13.44%	(9,858,038.56)
Grants and contracts	55,286,625.45	\$ 41,836,505.60	32.15%	13,450,119.85
Other revenues	62,312,855.59	58,709,745.71	6.14%	3,603,109.88
<b>Total Operating Revenue</b>	<b>221,470,305.19</b>	<b>202,073,210.68</b>	<b>9.60%</b>	<b>19,397,094.51</b>
<b>Operating Expenses</b>				
Salaries	154,558,706.99	146,100,355.93	5.79%	8,458,351.06
Benefits	62,387,700.12	57,860,866.89	7.82%	4,526,833.23
Utilities	7,181,115.94	7,953,647.04	-9.71%	(772,531.10)
Travel	8,026,580.04	6,269,992.26	28.02%	1,756,587.78
Supplies and services	42,438,229.09	37,464,210.27	13.28%	4,974,018.82
Other	24,101,289.26	23,587,534.29	2.18%	513,754.97
<b>Total Operating Expenses</b>	<b>298,693,621.44</b>	<b>279,236,606.68</b>	<b>6.97%</b>	<b>19,457,014.76</b>
<b>Operating Income (Loss)</b>	<b>(77,223,316.25)</b>	<b>(77,163,396.00)</b>		<b>(59,920.25)</b>
<b>Other Non-operating Revenues (Expenses)</b>				
State appropriations	88,864,110.00	87,577,334.80	1.47%	1,286,775.20
State appropriations-capital	8,517,970.37	1,183,889.35		7,334,081.02
Federal Pell grants to students	24,533,665.48	21,045,326.73	16.58%	3,488,338.75
HEERF/CARES ACT funds Institutional	-	45,059.15		(45,059.15)
HEERF/CARES ACT funds Student Funds	-	273.21		(273.21)
Scholarships and fellowships HEERF	-	-		-
Gifts	4,274,478.34	4,680,909.20	-8.68%	(406,430.86)
Gifts capital projects	(250,607.35)	12,102,285.68		(12,352,893.03)
Other	5,905,732.29	2,252,782.72	162.15%	3,652,949.57
Debt Service Transfers	-	-		-
<b>Increase (Decrease) in Net Position Before Operating Transfers</b>	<b>54,622,032.88</b>	<b>51,724,464.84</b>	<b>5.60%</b>	<b>2,897,568.04</b>
Operating Transfers, net	-	(0.00)		0.00
<b>Increase (Decrease) in Net Position</b>	<b>\$ 54,622,032.88</b>	<b>\$ 51,724,464.84</b>	<b>5.60%</b>	<b>\$ 2,897,568.04</b>



**Missouri  
State**<sup>TM</sup>

**U N I V E R S I T Y**

**FY25**

**INTERNAL OPERATING BUDGET**

***YEAR ENDING JUNE 30, 2025***

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MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

FINANCE NO. 1110-24  
Approval of FY25  
Internal Operating Budget

BE IT RESOLVED by the Board of Governors for Missouri State University that the Internal Operating Budget for the year ending June 30, 2025, consisting of:

\$209,312,954 Budgeted operating revenue  
\$124,753,421 Budgeted non-operating revenue  
\$320,877,759 Budgeted Expenses  
(\$12,443,531) Budgeted Transfers  
\$65,507 Budgeted non-recurring allocations

be adopted and administered through the following funds:

	<b>Budgeted Operating Revenues*</b>	<b>Budgeted Non- Operating Revenues</b>	<b>Budgeted Expenses</b>	<b>Budgeted Transfers</b>	<b>Increase (Decrease) in Net Position (including non- recurring allocations)</b>	<b>Non-recurring Allocations</b>	<b>Increase (Decrease) in Net Position (excluding non- recurring allocations)</b>
<b>Springfield Campus</b>							
Operating Fund	\$ 124,117,584	\$ 109,040,197	\$ 220,803,978	\$ (12,416,566)	\$ (62,763)	\$ 65,507	\$ 2,744
Total Designated Funds	23,489,547	3,563,157	26,414,218	(374,937)	263,549	-	263,549
Total Auxiliary System Fund	54,716,989	4,025,531	59,262,114	829,376	309,781	-	309,781
<b>Total Springfield Campus</b>	<b>202,324,120</b>	<b>116,628,885</b>	<b>306,480,311</b>	<b>(11,962,127)</b>	<b>510,568</b>	<b>65,507</b>	<b>576,075</b>
<b>West Plains Campus</b>							
Operating Fund	4,937,146	7,618,536	12,460,937	(94,288)	457	-	457
Total Designated Funds	-	485,000	778,379	(21,266)	(314,645)	-	(314,645)
Total Auxiliary System Fund	2,051,688	21,000	1,158,133	(365,850)	548,705	-	548,705
<b>Total West Plains Campus</b>	<b>6,988,834</b>	<b>8,124,536</b>	<b>14,397,449</b>	<b>(481,404)</b>	<b>234,517</b>	<b>-</b>	<b>234,517</b>
<b>Total Budget</b>	<b>\$ 209,312,954</b>	<b>\$ 124,753,421</b>	<b>\$ 320,877,759</b>	<b>\$ (12,443,531)</b>	<b>\$ 745,085</b>	<b>\$ 65,507</b>	<b>\$ 810,592</b>

\*Budgeted Operating Revenues are net of \$40,075,067 of scholarships.

Lynn Parman  
Board Chair

Passed at Meeting of  
June 21, 2024

Rowena Stone  
Secretary to the Board

The FY25 Internal Operating Budget does not include the following: operating fund carryforward balances, other enrollment fees and supplemental course fee revenues and associated dedicated expenses; all grant related revenues and associated dedicated expenses including Pell Grants; and any other similar dedicated revenues and expenses for self-supporting ventures.

The FY25 Internal Operating Budget can be found at:  
<https://www.missouristate.edu/financialservices/documentsandreports.htm>

Missouri State University  
 Operating Budget  
 All Funds  
 For the Year Ending June 30, 2025

	<u>Operating Funds</u>	<u>Designated Funds</u>	<u>Auxiliary Funds</u>	<u>Total Springfield</u>
<b>Operating Revenue</b>				
Tuition and fees	\$ 154,364,325	\$ 9,900,033	\$ 13,867,603	\$ 178,131,961
Scholarships and fellowships	(32,114,619)	(339,304)	(6,770,164)	(39,224,087)
Grants and contracts	150,000	1,559,000	60,000	1,769,000
Sales and services of educational services	152,767	11,921,718	2,587,806	14,662,291
Sales and services - auxiliaries	-	8,000	44,558,493	44,566,493
Other revenues	1,565,111	440,100	413,251	2,418,462
<b>Total Operating Revenue</b>	<u>124,117,584</u>	<u>23,489,547</u>	<u>54,716,989</u>	<u>202,324,120</u>
<b>Operating Expenses</b>				
Faculty and Staff Salaries	116,625,791	9,475,075	19,379,665	145,480,532
Part-time help	1,089,596	896,881	1,222,051	3,208,528
Student help	1,510,856	760,950	2,620,413	4,892,219
Overtime	106,443	10,250	135,110	251,803
Graduate Assistants	4,587,897	330,332	546,971	5,465,200
Other personnel	7,294,793	1,998,413	4,524,545	13,817,751
Benefits	60,231,069	4,352,957	8,728,046	73,312,073
Utilities	6,297,765	237,479	2,558,503	9,093,747
Capital outlay	2,223,920	213,977	540,740	2,978,637
Travel	1,205,688	200,203	3,066,744	4,472,635
Supplies and services	16,769,147	5,523,096	17,300,052	39,592,295
Other	8,518,305	4,413,017	2,727,668	15,658,990
Bad debt expense	1,637,500	-	436,151	2,073,651
Supplies and services	30,354,560	10,350,293	24,071,355	64,776,208
<b>Total Operating Expenses</b>	<u>220,803,978</u>	<u>26,414,218</u>	<u>59,262,114</u>	<u>306,480,311</u>
<b>Operating Income (Loss)</b>	<u>(96,686,394)</u>	<u>(2,924,671)</u>	<u>(4,545,125)</u>	<u>(104,156,191)</u>
<b>Other Non-operating Revenues (Expenses)</b>				
State appropriations	101,251,657	915,283	-	102,166,940
Federal Pell grants to students	-	-	-	-
Gifts	1,008,540	2,646,874	3,930,531	7,585,945
Investment income	6,750,000	1,000	95,000	6,846,000
Interest on capital asset-related debt	-	-	-	-
Other non-operating revenue (expense)	30,000	-	-	30,000
Debt Service Transfers	(2,744,928)	(2,067,135)	(9,487,394)	(14,299,458)
Operating Transfers, net	(9,671,637)	1,692,198	10,316,770	2,337,331
<b>Net Non-operating Revenues</b>	<u>96,623,631</u>	<u>3,188,220</u>	<u>4,854,907</u>	<u>104,666,758</u>
<b>Increase (Decrease) in Net Position</b>	<u>(62,763)</u>	<u>263,549</u>	<u>309,781</u>	<u>510,568</u>
<b>Non-Recurring Allocations included in Budget</b>	<u>65,507</u>	<u>-</u>	<u>-</u>	<u>65,507</u>
<b>Increase (Decrease) in Net Position excluding non-recurring</b>	<u>\$ 2,744</u>	<u>\$ 263,549</u>	<u>\$ 309,781</u>	<u>\$ 576,075</u>

<b>West Plains</b>	<b>Total FY25</b>	<b>Total FY24</b>	<b>Change</b>	
\$ 5,478,335	\$ 183,610,296	\$ 170,293,968	\$ 13,316,328	<b>Operating Revenue</b>
(850,980)	(40,075,067)	(37,015,692)	(3,059,375)	Tuition and fees
-	1,769,000	1,650,000	119,000	Scholarships and fellowships
141,350	14,803,641	13,689,430	1,114,211	Grants and contracts
1,989,700	46,556,193	45,377,674	1,178,519	Sales and services of educational services
230,429	2,648,891	2,367,691	281,200	Sales and services - auxiliaries
6,988,834	209,312,954	196,363,071	12,949,883	Other revenues
				<b>Total Operating Revenue</b>
7,677,435	153,157,967	149,710,122	3,447,845	<b>Operating Expenses</b>
315,437	3,523,965	3,892,297	(368,332)	Faculty and Staff Salaries
172,248	5,064,467	5,275,414	(210,947)	Part-time help
4,541	256,344	240,119	16,225	Student help
12,000	5,477,200	5,354,346	122,854	Overtime
504,226	14,321,977	14,762,176	(440,200)	Graduate Assistants
3,276,939	76,589,012	71,821,965	4,767,046	Other personnel
444,125	9,537,872	9,399,272	138,600	Benefits
59,165	3,037,802	2,610,472	427,330	Utilities
215,577	4,688,212	4,421,871	266,341	Capital outlay
1,350,388	40,942,683	37,509,230	3,433,453	Travel
811,115	16,470,105	17,847,602	(1,377,497)	Supplies and services
58,480	2,132,131	2,118,651	13,480	Other
2,494,724	67,270,933	64,507,826	2,763,106	Bad debt expense
14,397,449	320,877,759	310,201,362	10,676,398	Supplies and services
(7,408,615)	(111,564,805)	(113,838,291)	2,273,485	<b>Total Operating Expenses</b>
				<b>Operating Income (Loss)</b>
7,726,816	109,893,756	106,711,927	3,181,829	<b>Other Non-operating Revenues (Expenses)</b>
-	-	-	-	State appropriations
206,720	7,792,665	7,747,013	45,652	Federal Pell grants to students
176,000	7,022,000	8,065,700	(1,043,700)	Gifts
-	-	-	-	Investment income
15,000	45,000	30,000	15,000	Interest on capital asset-related debt
(83,961)	(14,383,419)	(14,996,237)	612,818	Other non-operating revenue (expense)
(397,443)	1,939,888	2,575,563	(635,675)	Debt Service Transfers
7,643,132	112,309,890	110,133,965	2,175,925	Operating Transfers, net
234,517	745,085	(3,704,325)	4,449,410	<b>Net Non-operating Revenues</b>
				<b>Increase (Decrease) in Net Position</b>
-	65,507	3,998,001	(3,932,494)	<b>Non-Recurring Allocations included in Budget</b>
				<b>Increase (Decrease) in Net Position excluding non-recurring</b>
\$ 234,517	\$ 810,592	\$ 293,676	\$ 516,916	



# Missouri State<sup>TM</sup>

U N I V E R S I T Y

## OPERATING FUND

*YEAR ENDING JUNE 30, 2025*



Missouri State University  
 Operating Budget  
 Operating Funds  
 For the Year Ending June 30, 2025

	<b>Operating Fund FY25</b>	<b>Operating Fund FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ 154,364,325	\$ 145,728,325	\$ 8,636,000
Scholarships and fellowships	(32,114,619)	(30,307,994)	(1,806,625)
Grants and contracts	150,000	150,000	-
Sales and services of educational services	152,767	152,767	-
Sales and services - auxiliaries	-	-	-
Other revenues	1,565,111	1,565,111	-
<b>Total Operating Revenue</b>	<u>124,117,584</u>	<u>117,288,209</u>	<u>6,829,375</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	116,625,791	115,357,513	1,268,278
Part-time help	1,089,596	1,198,451	(108,855)
Student help	1,510,856	1,654,821	(143,965)
Overtime	106,443	91,418	15,025
Graduate Assistants	4,587,897	4,524,374	63,523
Other personnel	7,294,793	7,469,064	(174,272)
Benefits	60,231,069	56,949,307	3,281,762
Utilities	6,297,765	6,234,046	63,719
Capital outlay	2,223,920	2,017,028	206,892
Travel	1,205,688	1,173,347	32,341
Supplies and services	16,769,147	16,334,991	434,157
Other	8,518,305	9,643,199	(1,124,894)
Bad debt expense	1,637,500	1,637,500	-
Supplies and services	30,354,560	30,806,065	(451,505)
<b>Total Operating Expenses</b>	<u>220,803,978</u>	<u>216,815,996</u>	<u>3,987,983</u>
<b>Operating Income (Loss)</b>	<u>(96,686,394)</u>	<u>(99,527,787)</u>	<u>2,841,393</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	101,251,657	98,304,762	2,946,895
Federal Pell grants to students	-	-	-
Gifts	1,008,540	1,008,540	-
Investment income	6,750,000	7,737,000	(987,000)
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	30,000	30,000	-
Debt Service Transfers	(2,744,928)	(2,716,938)	(27,990)
Operating Transfers, net	(9,671,637)	(8,833,578)	(838,059)
<b>Net Non-operating Revenues</b>	<u>96,623,631</u>	<u>95,529,786</u>	<u>1,093,846</u>
<b>Increase (Decrease) in Net Position</b>	<u>(62,763)</u>	<u>(3,998,001)</u>	<u>3,935,238</u>
<b>Non-Recurring Allocations included in budget</b>	<u>65,507</u>	<u>3,998,001</u>	<u>(3,932,494)</u>
<b>Increase (Decrease) in Net Position excluding non-recurring</b>	<u>\$ 2,744</u>	<u>\$ 0</u>	<u>\$ 2,744</u>

Missouri State University  
 Operating Budget  
 Transfers  
 For the Year Ending June 30, 2025

	<b>Operating Fund FY25</b>	<b>Operating Fund FY24</b>	<b>Change</b>
<b>Debt Service Transfers</b>			
Capital Lease - Utility Improvements	\$ (644,168)	\$ (644,168)	\$ -
Capital Lease - Steinway Pianos	(186,624)	(186,624)	-
Academic Issues - 2019B, 2021A, 2021B	(1,914,136)	(1,886,146)	(27,990)
<b>Debt Service Transfers</b>	<u>(2,744,928)</u>	<u>(2,716,938)</u>	<u>(27,990)</u>
<b>Operating Transfers</b>			
Operating - Intercollegiate Athletics	(9,481,668)	(8,361,788)	(1,119,880)
Operating - Broadcast Services	(486,595)	(486,595)	-
Operating - Printing Services	(5,200)	(5,200)	-
Operating - Pro Card Rebate	200,000	200,000	-
MCHHS Differential Fees - Operating Indirect Cost	308,523	308,523	-
Operating - Tent Theater	(171,300)	(171,300)	-
Operating - Auxiliary Support	(1,071,000)	(1,071,000)	-
China Revenue Sharing - Operating	713,974	713,974	-
Operating - Utility System Maintenance Agreement	(291,606)	(260,427)	(31,179)
Transfer from West Plains Grizzly Lofts	313,000	-	313,000
Transfer from West Plains Development	162,763	162,763	-
Transfer from Indirect	103,144	103,144	-
Transfer from Auxiliaries - Recharge	34,328	34,328	-
<b>Operating Transfers</b>	<u>\$ (9,671,637)</u>	<u>\$ (8,833,578)</u>	<u>\$ (838,059)</u>

**Missouri State University**  
**Operating Budget**  
**Non-Recurring Allocations**  
**For the Year Ending June 30, 2025**

	<b>Operating Fund FY25</b>	<b>Operating Fund FY24</b>	<b>Change</b>
<b>Non-Recurring Allocations</b>			
RCASH Central Funded Hire - 3rd of 3	\$ -	\$ 25,087	\$ (25,087)
RCASH Central Funded Hire - 3rd of 3	-	19,880	(19,880)
MCHHS - Central Funded Hire - 3rd of 3	-	20,721	(20,721)
COB - Central Funded Hire - 3rd of 3	65,507	64,374	1,133
International Recruitment	-	250,000	(250,000)
One-Time Retention Payment	-	3,617,939	(3,617,939)
<b>Total Budgeted Non-Recurring Allocations</b>	<b>\$ 65,507</b>	<b>\$ 3,998,001</b>	<b>\$ (3,932,494)</b>

Missouri State University  
 Operating Budget  
 Operating Funds  
 For the Year Ending June 30, 2025

	Revenue	President	Executive Vice President	Provost	Internal Audit	Vice President Administration and Finance	Vice President Community and Global Partnerships	Vice President Student Affairs	Vice President University Advancement
<b>Operating Revenue</b>									
Tuition and fees	\$ 154,364,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Scholarships and fellowships	(65,000)	(421,419)	(257,152)	(924,900)	-	-	-	(9,000)	-
Grants and contracts	150,000	-	-	-	-	-	-	-	-
Sales and services of educational services	82,600	-	-	-	-	-	-	-	11,000
Sales and services - auxiliaries	-	-	-	-	-	-	-	-	-
Other revenues	1,565,111	-	-	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>156,097,036</b>	<b>(421,419)</b>	<b>(257,152)</b>	<b>(924,900)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,000)</b>	<b>11,000</b>
<b>Operating Expenses</b>									
Faculty and Staff Salaries	-	2,863,822	4,791,684	79,585,584	279,465	12,531,864	2,280,189	2,498,595	2,855,535
Part-time help	-	111,147	242,809	442,070	26,700	125,474	31,414	74,207	10,621
Student help	-	6,448	312,963	663,939	1,800	106,944	13,560	205,816	60,371
Overtime	-	-	7,315	17,594	-	69,545	-	-	5,705
Graduate Assistants	-	61,993	180,228	3,961,652	10,046	62,309	62,894	191,383	36,184
Other personnel	-	179,588	743,315	5,085,255	38,546	364,272	107,868	471,406	112,881
Benefits	-	1,289,459	2,056,789	34,592,526	134,722	5,600,630	1,016,650	1,086,122	1,267,269
Utilities	-	-	-	14,771	-	17,700	-	-	-
Capital outlay	-	12,898	-	2,107,620	-	15,000	988	-	8,400
Travel	-	85,460	217,962	687,288	3,928	56,946	24,220	20,619	84,139
Supplies and services	-	814,979	1,600,962	4,724,040	1,926	2,723,903	352,835	543,740	641,262
Other	-	502,446	128,239	3,473,018	1,565	396,218	20,821	94,083	158,906
Bad debt expense	-	-	-	-	-	-	-	-	-
Supplies and services	-	1,415,783	1,947,163	10,991,966	7,419	3,192,067	398,864	658,442	892,707
<b>Total Operating Expenses</b>	<b>-</b>	<b>5,748,653</b>	<b>9,538,951</b>	<b>130,270,101</b>	<b>460,152</b>	<b>21,706,533</b>	<b>3,803,571</b>	<b>4,714,565</b>	<b>5,128,392</b>
<b>Operating Income (Loss)</b>	<b>156,097,036</b>	<b>(6,170,072)</b>	<b>(9,796,103)</b>	<b>(131,195,001)</b>	<b>(460,152)</b>	<b>(21,706,533)</b>	<b>(3,803,571)</b>	<b>(4,723,565)</b>	<b>(5,117,392)</b>
<b>Other Non-operating Revenues (Expenses)</b>									
State appropriations	101,251,657	-	-	-	-	-	-	-	-
Federal stabilization funds	-	-	-	-	-	-	-	-	-
Gifts	1,008,540	-	-	-	-	-	-	-	-
Investment income	6,750,000	-	-	-	-	-	-	-	-
Interest on capital asset-related debt	-	-	-	-	-	-	-	-	-
Other non-operating revenue (expense)	30,000	-	-	-	-	-	-	-	-
Debt Service Transfers	-	(50,000)	-	(136,624)	-	-	-	-	-
Operating Transfers, net	-	-	-	-	-	137,472	-	-	162,763
<b>Net Non-operating Revenues</b>	<b>109,040,197</b>	<b>(50,000)</b>	<b>-</b>	<b>(136,624)</b>	<b>-</b>	<b>137,472</b>	<b>-</b>	<b>-</b>	<b>162,763</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ 265,137,233</b>	<b>\$ (6,220,072)</b>	<b>\$ (9,796,103)</b>	<b>\$ (131,331,625)</b>	<b>\$ (460,152)</b>	<b>\$ (21,569,062)</b>	<b>\$ (3,803,571)</b>	<b>\$ (4,723,565)</b>	<b>\$ (4,954,629)</b>

Vice President Marketing and Communications	CIO Information Services	University Wide	Scholarships	One-Time Funds	FY25 Total Operating	FY24 Total Operating	Change	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,364,325	\$ 145,728,325	\$ 8,636,000	<b>Operating Revenue</b>
-	-	-	(30,437,148)	-	(32,114,619)	(30,307,994)	(1,806,625)	Tuition and fees
-	-	-	-	-	150,000	150,000	-	Scholarships and fellowships
-	59,167	-	-	-	152,767	152,767	-	Grants and contracts
-	-	-	-	-	-	-	-	Sales and services of educational services
-	-	-	-	-	-	-	-	Sales and services - auxiliaries
-	-	-	-	-	1,565,111	1,565,111	-	Other revenues
-	59,167	-	(30,437,148)	-	124,117,584	117,288,209	6,829,375	<b>Total Operating Revenue</b>
1,713,535	4,059,428	3,166,090	-	-	116,625,791	115,357,513	1,268,278	<b>Operating Expenses</b>
25,155	-	-	-	-	1,089,596	1,198,451	(108,855)	Faculty and Staff Salaries
5,349	133,666	-	-	-	1,510,856	1,654,821	(143,965)	Part-time help
-	6,284	-	-	-	106,443	91,418	15,025	Student help
21,208	-	-	-	-	4,587,897	4,524,374	63,523	Overtime
51,712	139,950	-	-	-	7,294,793	7,469,064	(174,272)	Graduate Assistants
763,932	1,795,775	1,717,702	8,909,494	-	60,231,069	56,949,307	3,281,762	Other personnel
-	-	6,265,294	-	-	6,297,765	6,234,046	63,719	Benefits
-	79,014	-	-	-	2,223,920	2,017,028	206,892	Utilities
5,255	18,050	1,821	-	-	1,205,688	1,173,347	32,341	Capital outlay
95,758	1,277,264	3,992,478	-	-	16,769,147	16,334,991	434,157	Travel
106,450	30,056	3,540,996	-	65,507	8,518,305	9,643,199	(1,124,894)	Supplies and services
-	-	1,637,500	-	-	1,637,500	1,637,500	-	Other
207,463	1,404,384	9,172,795	-	65,507	30,354,560	30,806,065	(451,505)	Bad debt expense
2,736,642	7,399,537	20,321,881	8,909,494	65,507	220,803,978	216,815,996	3,987,983	Supplies and services
(2,736,642)	(7,340,370)	(20,321,881)	(39,346,642)	(65,507)	(96,686,394)	(99,527,787)	2,841,392	<b>Total Operating Expenses</b>
-	-	-	-	-	101,251,657	98,304,762	2,946,895	<b>Operating Income (Loss)</b>
-	-	-	-	-	-	-	-	<b>Other Non-operating Revenues (Expenses)</b>
-	-	-	-	-	1,008,540	1,008,540	-	State appropriations
-	-	-	-	-	6,750,000	7,737,000	(987,000)	Federal stabilization funds
-	-	-	-	-	-	-	-	Gifts
-	-	-	-	-	30,000	30,000	-	Investment income
-	-	(2,558,304)	-	-	(2,744,928)	(2,716,938)	(27,990)	Interest on capital asset-related debt
-	-	(9,971,872)	-	-	(9,671,637)	(8,833,578)	(838,059)	Other non-operating revenue (expense)
-	-	(12,530,176)	-	-	96,623,631	95,529,786	1,093,846	Debt Service Transfers
-	-	-	-	-	-	-	-	Operating Transfers, net
\$ (2,736,642)	\$ (7,340,370)	\$ (32,852,057)	\$ (39,346,642)	\$ (65,507)	\$ (62,763)	\$ (3,998,001)	\$ 3,935,238	<b>Net Non-operating Revenues</b>
								<b>Increase (Decrease) in Net Position</b>

Missouri State University  
**Operating Budget**  
**Operating Funds**  
**For the Year Ending June 30, 2025**

	<b>Provost Office</b>	<b>Reynolds College of Arts, Social Sciences and Humanities</b>	<b>College of Business Administration</b>	<b>College of Education</b>	<b>McQueary College of Health and Human Services</b>
<b>Operating Revenue</b>					
Tuition and fees	\$ -	\$ -	\$ -	\$ -	\$ -
Scholarships and fellowships	-	(924,900)	-	-	-
Grants and contracts	-	-	-	-	-
Sales and services of educational services	-	-	-	-	-
Sales and services - auxiliaries	-	-	-	-	-
Other revenues	-	-	-	-	-
<b>Total Operating Revenue</b>	<u>-</u>	<u>(924,900)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Operating Expenses</b>					
Faculty and Staff Salaries	3,836,410	21,135,895	15,314,591	6,363,481	14,067,252
Part-time help	125,714	46,139	5,000	67,512	57,309
Student help	76,567	93,275	58,012	17,000	44,816
Overtime	1,100	1,500	13,994	-	-
Graduate Assistants	147,413	1,258,299	459,599	156,032	492,645
Other personnel	350,794	1,399,213	536,605	240,544	594,770
Benefits	1,685,479	9,113,116	6,608,057	2,734,020	6,103,142
Utilities	-	-	-	-	-
Capital outlay	-	86,375	34,216	-	34,084
Travel	112,915	194,189	12,471	98,201	42,298
Supplies and services	618,551	759,880	346,856	319,304	461,267
Other	2,708,689	209,344	140,877	103,703	150,819
Bad debt expense	-	-	-	-	-
Supplies and services	3,440,155	1,249,788	534,420	521,208	688,468
<b>Total Operating Expenses</b>	<u>9,312,838</u>	<u>32,898,011</u>	<u>22,993,673</u>	<u>9,859,254</u>	<u>21,453,633</u>
<b>Operating Income (Loss)</b>	<u>(9,312,838)</u>	<u>(33,822,911)</u>	<u>(22,993,673)</u>	<u>(9,859,254)</u>	<u>(21,453,633)</u>
<b>Other Non-operating Revenues (Expenses)</b>					
State appropriations	-	-	-	-	-
Federal stabilization funds	-	-	-	-	-
Gifts	-	-	-	-	-
Investment income	-	-	-	-	-
Interest on capital asset-related debt	-	-	-	-	-
Other non-operating revenue (expense)	-	-	-	-	-
Debt Service Transfers	(30,000)	(106,624)	-	-	-
Operating Transfers, net	-	-	-	-	-
<b>Net Non-operating Revenues</b>	<u>(30,000)</u>	<u>(106,624)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ (9,342,838)</u>	<u>\$ (33,929,535)</u>	<u>\$ (22,993,673)</u>	<u>\$ (9,859,254)</u>	<u>\$ (21,453,633)</u>

College of Natural and Applied Sciences	Graduate College	Library	College of Agriculture	Total Provost	
\$ -	\$ -	\$ -	\$ -	\$ -	<b>Operating Revenue</b>
-	-	-	-	(924,900)	Tuition and fees
-	-	-	-	-	Scholarships and fellowships
-	-	-	-	-	Grants and contracts
-	-	-	-	-	Sales and services of educational services
-	-	-	-	-	Sales and services - auxiliaries
-	-	-	-	-	Other revenues
-	-	-	-	(924,900)	<b>Total Operating Revenue</b>
12,079,462	810,072	2,396,358	3,582,062	79,585,584	<b>Operating Expenses</b>
-	22,036	67,860	50,500	442,070	Faculty and Staff Salaries
103,600	27,404	200,000	43,265	663,939	Part-time help
-	-	1,000	-	17,594	Student help
1,087,724	160,493	21,027	178,420	3,961,652	Overtime
1,191,324	209,933	289,887	272,185	5,085,255	Graduate Assistants
5,315,944	348,830	1,101,431	1,582,506	34,592,526	Other personnel
1,745	-	-	13,026	14,771	Benefits
10,000	7,500	1,900,445	35,000	2,107,620	Utilities
122,084	51,823	13,759	39,548	687,288	Capital outlay
634,404	147,003	1,192,149	244,626	4,724,040	Travel
29,587	99,082	12,483	18,433	3,473,018	Supplies and services
-	-	-	-	-	Other
796,075	305,408	3,118,836	337,607	10,991,966	Bad debt expense
19,384,551	1,674,243	6,906,512	5,787,387	130,270,101	Supplies and services
(19,384,551)	(1,674,243)	(6,906,512)	(5,787,387)	(131,195,001)	<b>Total Operating Expenses</b>
-	-	-	-	-	<b>Operating Income (Loss)</b>
-	-	-	-	-	<b>Other Non-operating Revenues (Expenses)</b>
-	-	-	-	-	State appropriations
-	-	-	-	-	Federal stabilization funds
-	-	-	-	-	Gifts
-	-	-	-	-	Investment income
-	-	-	-	-	Interest on capital asset-related debt
-	-	-	-	-	Other non-operating revenue (expense)
-	-	-	-	(136,624)	Debt Service Transfers
-	-	-	-	-	Operating Transfers, net
-	-	-	-	(136,624)	<b>Net Non-operating Revenues</b>
\$ (19,384,551)	\$ (1,674,243)	\$ (6,906,512)	\$ (5,787,387)	\$ (131,331,625)	<b>Increase (Decrease) in Net Position</b>



**Missouri  
State**<sup>TM</sup>

**U N I V E R S I T Y**

**DESIGNATED FUNDS**

***YEAR ENDING JUNE 30, 2025***



Missouri State University  
Operating Budget  
Designated Funds  
For the Year Ending June 30, 2025

	Designated, Institutional Research, Match	Income and Service Centers Fund	Self Insurance Fund	Dedicated Fees	Broadcast Services	Defense and Strategic Studies
<b>Operating Revenue</b>						
Tuition and fees	\$ 889,013	\$ 3,502,462	\$ -	\$ 4,180,034	\$ -	\$ 1,328,524
Scholarships and fellowships	(90,304)	(37,500)	-	(80,000)	-	(116,000)
Grants and contracts	100,000	-	-	-	1,159,000	-
Sales and services of educational services	1,929,442	5,192,822	-	-	519,700	-
Sales and services - auxiliaries	-	-	-	-	-	-
Other revenues	-	-	205,000	-	235,100	-
<b>Total Operating Revenue</b>	<u>2,828,151</u>	<u>8,657,784</u>	<u>205,000</u>	<u>4,100,034</u>	<u>1,913,800</u>	<u>1,212,524</u>
<b>Operating Expenses</b>						
Faculty and Staff Salaries	1,635,631	3,407,360	60,060	184,548	1,603,080	610,504
Part-time help	19,325	83,500	3,000	-	125,586	86,602
Student help	54,830	160,000	5,678	417,015	74,466	3,061
Overtime	-	-	-	3,500	5,900	350
Graduate Assistants	138,995	-	11,141	86,060	-	75,000
Other personnel	213,150	243,500	19,819	506,575	205,952	165,013
Benefits	705,014	1,522,705	26,958	150,724	723,041	196,561
Utilities	-	-	-	-	-	-
Capital outlay	-	106,438	6,151	81,388	-	-
Travel	124,700	33,000	4,703	-	-	1,000
Supplies and services	460,004	2,390,962	45,000	1,655,163	-	46,525
Other	39,575	51,818	36,650	1,399,616	2,077,296	673,062
Bad debt expense	-	-	-	-	-	-
Supplies and services	624,279	2,582,218	92,504	3,136,167	2,077,296	720,587
<b>Total Operating Expenses</b>	<u>3,178,074</u>	<u>7,755,783</u>	<u>199,341</u>	<u>3,978,014</u>	<u>4,609,369</u>	<u>1,692,665</u>
<b>Operating Income (Loss)</b>	<u>(349,923)</u>	<u>902,001</u>	<u>5,659</u>	<u>122,020</u>	<u>(2,695,569)</u>	<u>(480,141)</u>
<b>Other Non-operating Revenues (Expenses)</b>						
State appropriations	824,252	-	-	-	-	91,031
Federal Pell grants to students	-	-	-	-	-	-
Gifts	-	-	-	-	2,208,974	414,000
Investment income	-	-	-	1,000	-	-
Interest on capital asset-related debt	-	-	-	-	-	-
Other non-operating revenue (expense)	-	-	-	-	-	-
Debt Service Transfers	(1,114,505)	(952,630)	-	-	-	-
Operating Transfers, net	619,000	396,391	-	(59,788)	486,595	-
<b>Net Non-operating Revenues</b>	<u>328,747</u>	<u>(556,239)</u>	<u>-</u>	<u>(58,788)</u>	<u>2,695,569</u>	<u>505,031</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ (21,176)</u>	<u>\$ 345,762</u>	<u>\$ 5,659</u>	<u>\$ 63,232</u>	<u>\$ -</u>	<u>\$ 24,890</u>

<b>Greenwood Laboratory School</b>	<b>Jordan Valley Innovation Center</b>	<b>Journagan Ranch</b>	<b>Total FY25</b>	<b>Total FY24</b>	<b>Change</b>	
\$ -	\$ -	\$ -	\$ 9,900,033	\$ 8,556,605	\$ 1,343,428	<b>Operating Revenue</b>
(15,500)	-	-	(339,304)	(211,000)	(128,304)	Tuition and fees
-	300,000	-	1,559,000	1,440,000	119,000	Scholarships and fellowships
3,204,269	384,985	690,500	11,921,718	10,807,862	1,113,856	Grants and contracts
8,000	-	-	8,000	8,000	-	Sales and services of educational services
-	-	-	440,100	327,300	112,800	Sales and services - auxiliaries
3,196,769	684,985	690,500	23,489,547	20,928,767	2,560,780	Other revenues
						<b>Total Operating Revenue</b>
1,564,785	260,878	148,229	9,475,075	8,893,686	581,389	<b>Operating Expenses</b>
568,000	10,868	-	896,881	977,151	(80,270)	Faculty and Staff Salaries
45,900	-	-	760,950	836,737	(75,787)	Part-time help
500	-	-	10,250	9,550	700	Student help
19,136	-	-	330,332	283,533	46,799	Overtime
633,536	10,868	-	1,998,413	2,106,971	(108,558)	Graduate Assistants
845,066	116,928	65,962	4,352,957	3,916,918	436,040	Other personnel
-	234,979	2,500	237,479	237,479	-	Benefits
-	20,000	-	213,977	207,539	6,438	Utilities
21,800	-	15,000	200,203	139,203	61,000	Capital outlay
127,568	372,250	425,624	5,523,096	3,713,398	1,809,698	Travel
12,000	80,000	43,000	4,413,017	4,513,629	(100,612)	Supplies and services
-	-	-	-	-	-	Other
161,368	472,250	483,624	10,350,293	8,573,769	1,776,524	Bad debt expense
3,204,755	1,095,903	700,315	26,414,218	23,728,823	2,685,395	Supplies and services
(7,986)	(410,918)	(9,815)	(2,924,671)	(2,800,056)	(124,615)	<b>Total Operating Expenses</b>
-	-	-	915,283	891,276	24,007	<b>Operating Income (Loss)</b>
-	-	-	-	-	-	<b>Other Non-operating Revenues (Expenses)</b>
23,900	-	-	2,646,874	2,471,337	175,537	State appropriations
-	-	-	1,000	141,000	(140,000)	Federal Pell grants to students
-	-	-	-	-	-	Gifts
-	-	-	-	-	-	Investment income
-	-	-	(2,067,135)	(2,058,721)	(8,414)	Interest on capital asset-related debt
-	250,000	-	1,692,198	1,527,214	164,984	Other non-operating revenue (expense)
23,900	250,000	-	3,188,220	2,972,106	216,114	Debt Service Transfers
\$ 15,914	\$ (160,918)	\$ (9,815)	\$ 263,549	\$ 172,050	\$ 91,499	Operating Transfers, net
						<b>Net Non-operating Revenues</b>
						<b>Increase (Decrease) in Net Position</b>

Missouri State University  
**Operating Budget**  
**Designated Funds - Dedicated Fees**  
**For the Year Ending June 30, 2025**

	<b>Dedicated Fees FY25</b>	<b>Dedicated Fees FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ 4,180,034	\$ 3,150,034	\$ 1,030,000
Scholarships and fellowships	(80,000)	(80,000)	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<b>4,100,034</b>	<b>3,070,034</b>	<b>1,030,000</b>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	184,548	172,100	12,448
Part-time help	-	-	-
Student help	417,015	497,722	(80,707)
Overtime	3,500	3,500	-
Graduate Assistants	86,060	108,472	(22,412)
Other personnel	506,575	609,694	(103,119)
Benefits	150,724	74,175	76,549
Utilities	-	-	-
Capital outlay	81,388	81,388	-
Travel	-	-	-
Supplies and services	1,655,163	516,961	1,138,202
Other	1,399,616	1,526,319	(126,703)
Bad debt expense	-	-	-
Supplies and services	3,136,167	2,124,668	1,011,499
<b>Total Operating Expenses</b>	<b>3,978,014</b>	<b>2,980,637</b>	<b>997,377</b>
<b>Operating Income (Loss)</b>	<b>122,020</b>	<b>89,397</b>	<b>32,623</b>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	1,000	1,000	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	(59,788)	(43,746)	(16,042)
<b>Net Non-operating Revenues</b>	<b>(58,788)</b>	<b>(42,746)</b>	<b>(16,042)</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ 63,232</b>	<b>\$ 46,651</b>	<b>\$ 16,581</b>

Missouri State University  
**Operating Budget**  
**Designated Funds - Broadcast Services**  
**For the Year Ending June 30, 2025**

	<b>Broadcast Services FY25</b>	<b>Broadcast Services FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	1,159,000	1,140,000	19,000
Sales and services of educational services	519,700	544,100	(24,400)
Sales and services - auxiliaries	-	-	-
Other revenues	235,100	110,100	125,000
<b>Total Operating Revenue</b>	<u>1,913,800</u>	<u>1,794,200</u>	<u>119,600</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	1,603,080	1,481,501	121,579
Part-time help	125,586	88,796	36,790
Student help	74,466	67,776	6,690
Overtime	5,900	5,700	200
Graduate Assistants	-	-	-
Other personnel	205,952	162,272	43,680
Benefits	723,041	639,761	83,280
Utilities	-	-	-
Capital outlay	-	-	-
Travel	-	-	-
Supplies and services	-	-	-
Other	2,077,296	2,026,595	50,701
Bad debt expense	-	-	-
Supplies and services	2,077,296	2,026,595	50,701
<b>Total Operating Expenses</b>	<u>4,609,369</u>	<u>4,310,129</u>	<u>299,240</u>
<b>Operating Income (Loss)</b>	<u>(2,695,569)</u>	<u>(2,515,929)</u>	<u>(179,640)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	2,208,974	2,034,937	174,037
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	486,595	486,595	-
<b>Net Non-operating Revenues</b>	<u>2,695,569</u>	<u>2,521,532</u>	<u>174,037</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ -</u>	<u>\$ 5,603</u>	<u>\$ (5,603)</u>

Missouri State University  
**Operating Budget**  
**Designated Funds - Defense and Strategic Studies**  
**For the Year Ending June 30, 2025**

	<b>Defense and Strategic Studies FY25</b>	<b>Defense and Strategic Studies FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ 1,328,524	\$ 1,328,524	\$ -
Scholarships and fellowships	(116,000)	(116,000)	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<b>1,212,524</b>	<b>1,212,524</b>	<b>-</b>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	610,504	522,156	88,348
Part-time help	86,602	86,602	-
Student help	3,061	3,061	-
Overtime	350	350	-
Graduate Assistants	75,000	75,000	-
Other personnel	165,013	165,013	-
Benefits	196,561	167,622	28,939
Utilities	-	-	-
Capital outlay	-	-	-
Travel	1,000	1,000	-
Supplies and services	46,525	46,525	-
Other	673,062	673,062	-
Bad debt expense	-	-	-
Supplies and services	720,587	720,587	-
<b>Total Operating Expenses</b>	<b>1,692,665</b>	<b>1,575,378</b>	<b>117,287</b>
<b>Operating Income (Loss)</b>	<b>(480,141)</b>	<b>(362,854)</b>	<b>(117,287)</b>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	91,031	91,031	-
Federal Pell grants to students	-	-	-
Gifts	414,000	414,000	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	-	-	-
<b>Net Non-operating Revenues</b>	<b>505,031</b>	<b>505,031</b>	<b>-</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ 24,890</b>	<b>\$ 142,177</b>	<b>\$ (117,287)</b>

Missouri State University  
**Operating Budget**  
**Designated Funds - Greenwood Laboratory School**  
**For the Year Ending June 30, 2025**

	<b>Greenwood Laboratory School FY25</b>	<b>Greenwood Laboratory School FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	(15,500)	(15,000)	(500)
Grants and contracts	-	-	-
Sales and services of educational services	3,204,269	3,046,701	157,568
Sales and services - auxiliaries	8,000	8,000	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>3,196,769</u>	<u>3,039,701</u>	<u>157,068</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	<u>1,564,785</u>	<u>1,503,420</u>	<u>61,365</u>
Part-time help	568,000	548,000	20,000
Student help	45,900	45,000	900
Overtime	500	-	500
Graduate Assistants	<u>19,136</u>	<u>19,136</u>	<u>-</u>
Other personnel	<u>633,536</u>	<u>612,136</u>	<u>21,400</u>
Benefits	<u>845,066</u>	<u>795,170</u>	<u>49,895</u>
Utilities	<u>-</u>	<u>-</u>	<u>-</u>
Capital outlay	-	-	-
Travel	21,800	21,800	-
Supplies and services	127,568	108,419	19,149
Other	12,000	6,500	5,500
Bad debt expense	<u>-</u>	<u>-</u>	<u>-</u>
Supplies and services	<u>161,368</u>	<u>136,719</u>	<u>24,649</u>
<b>Total Operating Expenses</b>	<u>3,204,755</u>	<u>3,047,445</u>	<u>157,310</u>
<b>Operating Income (Loss)</b>	<u>(7,986)</u>	<u>(7,744)</u>	<u>(242)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	23,900	22,400	1,500
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Non-operating Revenues</b>	<u>23,900</u>	<u>22,400</u>	<u>1,500</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 15,914</u>	<u>\$ 14,656</u>	<u>\$ 1,258</u>

Missouri State University  
**Operating Budget**  
**Designated Funds - Jordan Valley Innovation Center**  
**For the Year Ending June 30, 2025**

	<b>Jordan Valley Innovation Center FY25</b>	<b>Jordan Valley Innovation Center FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	300,000	300,000	-
Sales and services of educational services	384,985	384,985	-
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<b>684,985</b>	<b>684,985</b>	<b>-</b>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	260,878	201,426	59,452
Part-time help	10,868	10,868	-
Student help	-	-	-
Overtime	-	-	-
Graduate Assistants	-	-	-
Other personnel	10,868	10,868	-
Benefits	116,928	87,591	29,336
Utilities	234,979	234,979	-
Capital outlay	20,000	20,000	-
Travel	-	-	-
Supplies and services	372,250	324,485	47,765
Other	80,000	90,000	(10,000)
Bad debt expense	-	-	-
Supplies and services	472,250	434,485	37,765
<b>Total Operating Expenses</b>	<b>1,095,903</b>	<b>969,349</b>	<b>126,554</b>
<b>Operating Income (Loss)</b>	<b>(410,918)</b>	<b>(284,364)</b>	<b>(126,554)</b>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	250,000	204,000	46,000
<b>Net Non-operating Revenues</b>	<b>250,000</b>	<b>204,000</b>	<b>46,000</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ (160,918)</b>	<b>\$ (80,364)</b>	<b>\$ (80,554)</b>

Missouri State University  
**Operating Budget**  
**Designated Funds - Journagan Ranch**  
**For the Year Ending June 30, 2025**

	<b>Journagan Ranch FY25</b>	<b>Journagan Ranch FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	690,500	681,200	9,300
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
	<u>690,500</u>	<u>681,200</u>	<u>9,300</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	148,229	137,058	11,171
Part-time help	-	-	-
Student help	-	-	-
Overtime	-	-	-
Graduate Assistants	-	-	-
Other personnel	-	-	-
Benefits	65,962	59,072	6,890
Utilities	2,500	2,500	-
Capital outlay	-	-	-
Travel	15,000	15,000	-
Supplies and services	425,624	425,624	-
Other	43,000	43,000	-
Bad debt expense	-	-	-
Supplies and services	483,624	483,624	-
<b>Total Operating Expenses</b>	<u>700,315</u>	<u>682,254</u>	<u>18,061</u>
<b>Operating Income (Loss)</b>	<u>(9,815)</u>	<u>(1,054)</u>	<u>(8,761)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	-	-	-
<b>Net Non-operating Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ (9,815)</u>	<u>\$ (1,054)</u>	<u>\$ (8,761)</u>





**Missouri  
State**<sup>TM</sup>

**U N I V E R S I T Y**

**AUXILIARY SYSTEM FUND**

***YEAR ENDING JUNE 30, 2025***

Missouri State University  
 Operating Budget  
 Auxiliary Funds  
 For the Year Ending June 30, 2025

	Bookstore	Residence Life	Plaster Student Union	Magers Health Center	Intercollegiate Athletics	Athletic Facilities	Transit
<b>Operating Revenue</b>							
Tuition and fees	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 28,350	\$ -
Scholarships and fellowships	-	(768,220)	-	-	(5,985,944)	-	-
Grants and contracts	-	50,000	-	-	-	10,000	-
Sales and services of educational services	-	-	-	-	(24,194)	2,612,000	-
Sales and services - auxiliaries	2,631,600	31,732,438	1,006,652	2,369,500	4,142,500	172,300	2,193,603
Other revenues	-	214,026	5,225	-	150,000	-	44,000
<b>Total Operating Revenue</b>	<u>2,631,600</u>	<u>31,228,244</u>	<u>1,011,877</u>	<u>2,379,500</u>	<u>(1,717,638)</u>	<u>2,822,650</u>	<u>2,237,603</u>
<b>Operating Expenses</b>							
Faculty and Staff Salaries	782,572	5,515,782	1,028,061	2,505,195	6,327,960	1,525,551	967,014
Part-time help	99,000	43,654	20,000	391,589	414,808	181,000	62,000
Student help	375,000	983,969	221,500	77,080	103,809	407,555	-
Overtime	4,000	45,911	6,895	5,000	15,304	27,000	30,000
Graduate Assistants	-	136,962	40,000	14,212	242,928	35,589	-
Other personnel	478,000	1,210,496	288,395	487,881	776,849	651,144	92,000
Benefits	355,868	2,451,635	459,028	1,149,276	2,856,783	692,807	430,329
Utilities	30,000	1,692,266	350,000	-	-	176,597	75,000
Capital outlay	65,000	95,500	-	-	62,240	250,000	-
Travel	12,500	67,528	31,000	15,000	2,882,016	6,200	20,000
Supplies and services	620,000	11,563,698	467,689	205,586	2,083,121	721,958	1,262,000
Other	95,000	649,971	72,700	25,000	1,491,466	98,531	25,000
Bad debt expense	76,500	339,651	-	20,000	-	-	-
Supplies and services	869,000	12,716,348	571,389	265,586	6,518,843	1,076,689	1,307,000
<b>Total Operating Expenses</b>	<u>2,515,440</u>	<u>23,586,527</u>	<u>2,696,873</u>	<u>4,407,938</u>	<u>16,480,435</u>	<u>4,122,789</u>	<u>2,871,344</u>
<b>Operating Income (Loss)</b>	<u>116,160</u>	<u>7,641,717</u>	<u>(1,684,996)</u>	<u>(2,028,438)</u>	<u>(18,198,073)</u>	<u>(1,300,139)</u>	<u>(633,741)</u>
<b>Other Non-operating Revenues (Expenses)</b>							
State appropriations	-	-	-	-	-	-	-
Federal Pell grants to students	-	-	-	-	-	-	-
Gifts	-	-	-	-	2,620,531	1,160,000	-
Investment income	-	20,000	-	-	-	35,000	40,000
Interest on capital asset-related debt	-	-	-	-	-	-	-
Other non-operating revenue (expense)	-	-	-	-	-	-	-
Debt Service Transfers	(9,343)	(3,304,770)	(165,591)	(822,463)	-	(2,684,245)	(252,688)
Operating Transfers, net	(3,294)	(4,356,074)	2,005,235	2,852,467	15,784,897	2,482,782	847,653
<b>Net Non-operating Revenues</b>	<u>(12,637)</u>	<u>(7,640,844)</u>	<u>1,839,644</u>	<u>2,030,005</u>	<u>18,405,428</u>	<u>993,537</u>	<u>634,966</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 103,523</u>	<u>\$ 873</u>	<u>\$ 154,648</u>	<u>\$ 1,566</u>	<u>\$ 207,355</u>	<u>\$ (306,602)</u>	<u>\$ 1,225</u>

B.E.A.R Fee	Auxiliary System Fees	Bill R. Foster and Family Recreation Center	Total FY25	Total FY24	Change	
\$ -	\$ 13,829,253	\$ -	\$ 13,867,603	\$ 11,424,873	\$ 2,442,730	<b>Operating Revenue</b>
-	-	(16,000)	(6,770,164)	(5,968,220)	(801,944)	Tuition and fees
-	-	-	60,000	60,000	-	Scholarships and fellowships
-	-	-	2,587,806	2,587,701	105	Grants and contracts
-	-	309,900	44,558,493	44,009,936	548,557	Sales and services of educational services
-	-	-	413,251	385,251	28,000	Sales and services - auxiliaries
-	13,829,253	293,900	54,716,989	52,499,541	2,217,448	Other revenues
						<b>Total Operating Revenue</b>
-	-	727,530	19,379,665	18,261,896	1,117,769	<b>Operating Expenses</b>
-	-	10,000	1,222,051	1,340,051	(118,000)	Faculty and Staff Salaries
-	-	451,500	2,620,413	2,592,742	27,671	Part-time help
-	-	1,000	135,110	134,610	500	Student help
-	-	77,280	546,971	546,439	532	Overtime
-	-	539,780	4,524,545	4,613,842	(89,297)	Graduate Assistants
-	-	332,320	8,728,046	7,962,230	765,816	Other personnel
104,640	-	130,000	2,558,503	2,558,503	-	Benefits
-	-	68,000	540,740	325,740	215,000	Utilities
-	-	32,500	3,066,744	2,968,744	98,000	Capital outlay
-	-	376,000	17,300,052	16,545,383	754,669	Travel
200,000	-	70,000	2,727,668	2,503,596	224,072	Supplies and services
-	-	-	436,151	436,151	-	Other
200,000	-	546,500	24,071,355	22,779,614	1,291,741	Bad debt expense
304,640	-	2,276,130	59,262,114	56,176,085	3,086,030	Supplies and services
(304,640)	13,829,253	(1,982,230)	(4,545,125)	(3,676,544)	(868,582)	<b>Total Operating Expenses</b>
						<b>Operating Income (Loss)</b>
-	-	-	-	-	-	<b>Other Non-operating Revenues (Expenses)</b>
150,000	-	-	3,930,531	4,060,416	(129,885)	State appropriations
-	-	-	95,000	57,500	37,500	Federal Pell grants to students
-	-	-	-	-	-	Gifts
-	-	-	-	-	-	Investment income
(1,324,255)	-	(924,040)	(9,487,394)	(10,131,827)	644,433	Interest on capital asset-related debt
1,622,553	(13,829,253)	2,909,804	10,316,770	9,966,370	350,400	Other non-operating revenue (expense)
448,298	(13,829,253)	1,985,764	4,854,907	3,952,459	902,448	Debt Service Transfers
\$ 143,658	\$ -	\$ 3,534	\$ 309,781	\$ 275,915	\$ 33,866	Operating Transfers, net
						<b>Net Non-operating Revenues</b>
						<b>Increase (Decrease) in Net Position</b>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Bookstore**  
**For the Year Ending June 30, 2025**

	<u>Bookstore FY25</u>	<u>Bookstore FY24</u>	<u>Change</u>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	2,631,600	2,438,700	192,900
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>2,631,600</u>	<u>2,438,700</u>	<u>192,900</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	782,572	750,098	32,474
Part-time help	99,000	96,000	3,000
Student help	375,000	360,000	15,000
Overtime	4,000	6,500	(2,500)
Graduate Assistants	-	-	-
Other personnel	478,000	462,500	15,500
Benefits	355,868	330,684	25,184
Utilities	30,000	30,000	-
Capital outlay	65,000	85,000	(20,000)
Travel	12,500	13,500	(1,000)
Supplies and services	620,000	549,000	71,000
Other	95,000	110,800	(15,800)
Bad debt expense	76,500	76,500	-
Supplies and services	869,000	834,800	34,200
<b>Total Operating Expenses</b>	<u>2,515,440</u>	<u>2,408,082</u>	<u>107,358</u>
<b>Operating Income (Loss)</b>	<u>116,160</u>	<u>30,618</u>	<u>85,542</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(9,343)	(9,343)	-
Operating Transfers, net	(3,294)	(3,294)	-
<b>Net Non-operating Revenues</b>	<u>(12,637)</u>	<u>(12,637)</u>	<u>-</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 103,523</u>	<u>\$ 17,981</u>	<u>\$ 85,542</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Residence Life**  
**For the Year Ending June 30, 2025**

	<b>Residence Life FY25</b>	<b>Residence Life FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	(768,220)	(768,220)	-
Grants and contracts	50,000	50,000	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	31,732,438	31,180,078	552,360
Other revenues	214,026	214,026	-
<b>Total Operating Revenue</b>	<u>31,228,244</u>	<u>30,675,884</u>	<u>552,360</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	5,515,782	5,323,258	192,524
Part-time help	43,654	53,654	(10,000)
Student help	983,969	953,969	30,000
Overtime	45,911	45,911	-
Graduate Assistants	136,962	156,430	(19,468)
Other personnel	1,210,496	1,209,964	532
Benefits	2,451,635	2,292,404	159,231
Utilities	1,692,266	1,692,266	-
Capital outlay	95,500	25,500	70,000
Travel	67,528	67,528	-
Supplies and services	11,563,698	11,259,100	304,598
Other	649,971	495,535	154,436
Bad debt expense	339,651	339,651	-
Supplies and services	12,716,348	12,187,314	529,034
<b>Total Operating Expenses</b>	<u>23,586,527</u>	<u>22,705,206</u>	<u>881,320</u>
<b>Operating Income (Loss)</b>	<u>7,641,717</u>	<u>7,970,678</u>	<u>(328,960)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	20,000	20,000	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(3,304,770)	(3,568,322)	263,552
Operating Transfers, net	(4,356,074)	(4,421,074)	65,000
<b>Net Non-operating Revenues</b>	<u>(7,640,844)</u>	<u>(7,969,396)</u>	<u>328,552</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 873</u>	<u>\$ 1,282</u>	<u>\$ (408)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Plaster Student Union**  
**For the Year Ending June 30, 2025**

	<b>Plaster Student Union FY25</b>	<b>Plaster Student Union FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	1,006,652	1,057,276	(50,624)
Other revenues	5,225	5,225	-
<b>Total Operating Revenue</b>	<u>1,011,877</u>	<u>1,062,501</u>	<u>(50,624)</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	1,028,061	1,019,735	8,326
Part-time help	20,000	-	20,000
Student help	221,500	202,129	19,371
Overtime	6,895	6,895	-
Graduate Assistants	40,000	40,000	-
Other personnel	288,395	249,024	39,371
Benefits	459,028	439,506	19,522
Utilities	350,000	350,000	-
Capital outlay	-	-	-
Travel	31,000	31,000	-
Supplies and services	467,689	477,689	(10,000)
Other	72,700	62,700	10,000
Bad debt expense	-	-	-
Supplies and services	571,389	571,389	-
<b>Total Operating Expenses</b>	<u>2,696,873</u>	<u>2,629,654</u>	<u>67,219</u>
<b>Operating Income (Loss)</b>	<u>(1,684,996)</u>	<u>(1,567,153)</u>	<u>(117,843)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(165,591)	(165,591)	-
Operating Transfers, net	2,005,235	2,000,989	4,246
<b>Net Non-operating Revenues</b>	<u>1,839,644</u>	<u>1,835,398</u>	<u>4,246</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 154,648</u>	<u>\$ 268,245</u>	<u>\$ (113,597)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Magers Health Center**  
**For the Year Ending June 30, 2025**

	<b>Magers Health Center FY25</b>	<b>Magers Health Center FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ 10,000	\$ -	\$ 10,000
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	2,369,500	2,199,500	170,000
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>2,379,500</u>	<u>2,199,500</u>	<u>180,000</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	2,505,195	2,323,371	181,824
Part-time help	391,589	522,589	(131,000)
Student help	77,080	77,080	-
Overtime	5,000	5,000	-
Graduate Assistants	14,212	14,212	-
Other personnel	487,881	618,881	(131,000)
Benefits	1,149,276	1,041,612	107,664
Utilities	-	-	-
Capital outlay	-	-	-
Travel	15,000	15,000	-
Supplies and services	205,586	189,960	15,626
Other	25,000	20,000	5,000
Bad debt expense	20,000	20,000	-
Supplies and services	265,586	244,960	20,626
<b>Total Operating Expenses</b>	<u>4,407,938</u>	<u>4,228,824</u>	<u>179,114</u>
<b>Operating Income (Loss)</b>	<u>(2,028,438)</u>	<u>(2,029,324)</u>	<u>886</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(822,463)	(821,463)	(1,000)
Operating Transfers, net	2,852,467	2,852,467	-
<b>Net Non-operating Revenues</b>	<u>2,030,005</u>	<u>2,031,005</u>	<u>(1,000)</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 1,566</u>	<u>\$ 1,681</u>	<u>\$ (114)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Intercollegiate Athletics**  
**For the Year Ending June 30, 2025**

	<b>Intercollegiate Athletics FY25</b>	<b>Intercollegiate Athletics FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	(5,985,944)	(5,200,000)	(785,944)
Grants and contracts	-	-	-
Sales and services of educational services	(24,194)	(24,299)	105
Sales and services - auxiliaries	4,142,500	4,578,000	(435,500)
Other revenues	150,000	150,000	-
<b>Total Operating Revenue</b>	<u>(1,717,638)</u>	<u>(496,299)</u>	<u>(1,221,339)</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	6,327,960	5,875,391	452,569
Part-time help	414,808	414,808	-
Student help	103,809	103,809	-
Overtime	15,304	15,304	-
Graduate Assistants	242,928	222,928	20,000
Other personnel	776,849	756,849	20,000
Benefits	2,856,783	2,564,234	292,549
Utilities	-	-	-
Capital outlay	62,240	62,240	-
Travel	2,882,016	2,787,016	95,000
Supplies and services	2,083,121	2,017,121	66,000
Other	1,491,466	1,435,030	56,436
Bad debt expense	-	-	-
Supplies and services	6,518,843	6,301,407	217,436
<b>Total Operating Expenses</b>	<u>16,480,435</u>	<u>15,497,881</u>	<u>982,554</u>
<b>Operating Income (Loss)</b>	<u>(18,198,073)</u>	<u>(15,994,180)</u>	<u>(2,203,893)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	2,620,531	2,750,416	(129,885)
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	15,784,897	13,003,017	2,781,880
<b>Net Non-operating Revenues</b>	<u>18,405,428</u>	<u>15,753,433</u>	<u>2,651,995</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 207,355</u>	<u>\$ (240,747)</u>	<u>\$ 448,102</u>



Missouri State University  
 Operating Budget  
 Auxiliary Funds - Athletic Facilities  
 For the Year Ending June 30, 2025

	Plaster Sports Complex	Hammons Student Center	GSB Arena	Juanita K. Hammons Hall Performing Arts	Total FY25	Total FY24	Change
<b>Operating Revenue</b>							
Tuition and fees	\$ -	\$ -	\$ -	\$ 28,350	\$ 28,350	\$ 28,350	\$ -
Scholarships and fellowships	-	-	-	-	-	-	-
Grants and contracts	-	-	-	10,000	10,000	10,000	-
Sales and services of educational services	-	15,000	1,324,000	1,273,000	2,612,000	2,612,000	-
Sales and services - auxiliaries	105,000	300	67,000	-	172,300	172,300	-
Other revenues	-	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>105,000</b>	<b>15,300</b>	<b>1,391,000</b>	<b>1,311,350</b>	<b>2,822,650</b>	<b>2,822,650</b>	<b>-</b>
<b>Operating Expenses</b>							
Faculty and Staff Salaries	32,136	455,983	357,160	680,272	1,525,551	1,327,180	198,371
Part-time help	-	-	131,000	50,000	181,000	181,000	-
Student help	-	-	192,555	215,000	407,555	407,555	-
Overtime	1,000	8,000	8,000	10,000	27,000	27,000	-
Graduate Assistants	-	11,198	11,476	12,915	35,589	35,589	-
Other personnel	1,000	19,198	343,031	287,915	651,144	651,144	-
Benefits	14,301	202,912	169,023	306,571	692,807	585,952	106,856
Utilities	-	-	-	176,597	176,597	176,597	-
Capital outlay	90,000	110,000	-	50,000	250,000	18,000	232,000
Travel	-	2,700	-	3,500	6,200	6,200	-
Supplies and services	78,356	140,602	298,000	205,000	721,958	703,958	18,000
Other	-	19,903	50,000	28,628	98,531	116,531	(18,000)
Bad debt expense	-	-	-	-	-	-	-
Supplies and services	168,356	273,205	348,000	287,128	1,076,689	844,689	232,000
<b>Total Operating Expenses</b>	<b>215,793</b>	<b>951,299</b>	<b>1,217,214</b>	<b>1,738,484</b>	<b>4,122,789</b>	<b>3,585,561</b>	<b>537,227</b>
<b>Operating Income (Loss)</b>	<b>(110,793)</b>	<b>(935,999)</b>	<b>173,786</b>	<b>(427,134)</b>	<b>(1,300,139)</b>	<b>(762,911)</b>	<b>(537,227)</b>
<b>Other Non-operating Revenues (Expenses)</b>							
State appropriations	-	-	-	-	-	-	-
Federal Pell grants to students	-	-	-	-	-	-	-
Gifts	-	-	1,100,000	60,000	1,160,000	1,160,000	-
Investment income	-	-	-	35,000	35,000	35,000	-
Interest on capital asset-related debt	-	-	-	-	-	-	-
Other non-operating revenue (expense)	-	-	-	-	-	-	-
Debt Service Transfers	(76,123)	(4,734)	(2,603,388)	-	(2,684,245)	(3,065,805)	381,560
Operating Transfers, net	192,044	971,536	949,773	369,429	2,482,782	2,452,782	30,000
<b>Net Non-operating Revenues</b>	<b>115,921</b>	<b>966,802</b>	<b>(553,615)</b>	<b>464,429</b>	<b>993,537</b>	<b>581,977</b>	<b>411,560</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ 5,128</b>	<b>\$ 30,803</b>	<b>\$ (379,829)</b>	<b>\$ 37,295</b>	<b>\$ (306,602)</b>	<b>\$ (180,934)</b>	<b>\$ (125,667)</b>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Athletic Facilities - Plaster Sports Complex**  
**For the Year Ending June 30, 2025**

	<b>Plaster Sports Complex FY25</b>	<b>Plaster Sports Complex FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	105,000	105,000	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>105,000</u>	<u>105,000</u>	<u>-</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	<u>32,136</u>	<u>31,200</u>	<u>936</u>
Part-time help	-	-	-
Student help	-	-	-
Overtime	1,000	1,000	-
Graduate Assistants	-	-	-
Other personnel	<u>1,000</u>	<u>1,000</u>	<u>-</u>
Benefits	<u>14,301</u>	<u>13,447</u>	<u>853</u>
Utilities	-	-	-
Capital outlay	90,000	-	90,000
Travel	-	-	-
Supplies and services	78,356	60,356	18,000
Other	-	18,000	(18,000)
Bad debt expense	-	-	-
Supplies and services	<u>168,356</u>	<u>78,356</u>	<u>90,000</u>
<b>Total Operating Expenses</b>	<u>215,793</u>	<u>124,003</u>	<u>91,789</u>
<b>Operating Income (Loss)</b>	<u>(110,793)</u>	<u>(19,003)</u>	<u>(91,789)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(76,123)	(148,600)	72,477
Operating Transfers, net	<u>192,044</u>	<u>192,044</u>	<u>-</u>
<b>Net Non-operating Revenues</b>	<u>115,921</u>	<u>43,444</u>	<u>72,477</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 5,128</u>	<u>\$ 24,441</u>	<u>\$ (19,312)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Athletic Facilities - Hammons Student Center**  
**For the Year Ending June 30, 2025**

	<b>Hammons Student Center FY25</b>	<b>Hammons Student Center FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	15,000	15,000	-
Sales and services - auxiliaries	300	300	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>15,300</u>	<u>15,300</u>	<u>-</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	455,983	379,219	76,764
Part-time help	-	-	-
Student help	-	-	-
Overtime	8,000	8,000	-
Graduate Assistants	11,198	11,198	-
Other personnel	19,198	19,198	-
Benefits	202,912	163,443	39,469
Utilities	-	-	-
Capital outlay	110,000	18,000	92,000
Travel	2,700	2,700	-
Supplies and services	140,602	140,602	-
Other	19,903	19,903	-
Bad debt expense	-	-	-
Supplies and services	273,205	181,205	92,000
<b>Total Operating Expenses</b>	<u>951,299</u>	<u>743,065</u>	<u>208,233</u>
<b>Operating Income (Loss)</b>	<u>(935,999)</u>	<u>(727,765)</u>	<u>(208,233)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(4,734)	(315,834)	311,100
Operating Transfers, net	971,536	971,536	-
<b>Net Non-operating Revenues</b>	<u>966,802</u>	<u>655,702</u>	<u>311,100</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 30,803</u>	<u>\$ (72,063)</u>	<u>\$ 102,867</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Athletic Facilities - GSB Arena**  
**For the Year Ending June 30, 2025**

	<b>GSB Arena FY25</b>	<b>GSB Arena FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	1,324,000	1,324,000	-
Sales and services - auxiliaries	67,000	67,000	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>1,391,000</u>	<u>1,391,000</u>	<u>-</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	357,160	322,868	34,291
Part-time help	131,000	131,000	-
Student help	192,555	192,555	-
Overtime	8,000	8,000	-
Graduate Assistants	11,476	11,476	-
Other personnel	343,031	343,031	-
Benefits	169,023	149,243	19,780
Utilities	-	-	-
Capital outlay	-	-	-
Travel	-	-	-
Supplies and services	298,000	298,000	-
Other	50,000	50,000	-
Bad debt expense	-	-	-
Supplies and services	348,000	348,000	-
<b>Total Operating Expenses</b>	<u>1,217,214</u>	<u>1,163,142</u>	<u>54,071</u>
<b>Operating Income (Loss)</b>	<u>173,786</u>	<u>227,858</u>	<u>(54,071)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	1,100,000	1,100,000	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(2,603,388)	(2,601,371)	(2,017)
Operating Transfers, net	949,773	949,773	-
<b>Net Non-operating Revenues</b>	<u>(553,615)</u>	<u>(551,598)</u>	<u>(2,017)</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ (379,829)</u>	<u>\$ (323,740)</u>	<u>\$ (56,089)</u>

Missouri State University  
**Operating Budget**  
**Designated Funds - Juanita K. Hammons Hall Performing Arts**  
**For the Year Ending June 30, 2025**

	<b>Juanita K. Hammons Hall Performing Arts FY25</b>	<b>Juanita K. Hammons Hall Performing Arts FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ 28,350	\$ 28,350	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	10,000	10,000	-
Sales and services of educational services	1,273,000	1,273,000	-
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>1,311,350</u>	<u>1,311,350</u>	<u>-</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	680,272	593,893	86,380
Part-time help	50,000	50,000	-
Student help	215,000	215,000	-
Overtime	10,000	10,000	-
Graduate Assistants	12,915	12,915	-
Other personnel	287,915	287,915	-
Benefits	306,571	259,818	46,754
Utilities	176,597	176,597	-
Capital outlay	50,000	-	50,000
Travel	3,500	3,500	-
Supplies and services	205,000	205,000	-
Other	28,628	28,628	-
Bad debt expense	-	-	-
Supplies and services	287,128	237,128	50,000
<b>Total Operating Expenses</b>	<u>1,738,484</u>	<u>1,555,350</u>	<u>183,133</u>
<b>Operating Income (Loss)</b>	<u>(427,134)</u>	<u>(244,000)</u>	<u>(183,133)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	60,000	60,000	-
Investment income	35,000	35,000	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	369,429	339,429	30,000
<b>Net Non-operating Revenues</b>	<u>464,429</u>	<u>434,429</u>	<u>30,000</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 37,295</u>	<u>\$ 190,429</u>	<u>\$ (153,133)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Transit**  
**For the Year Ending June 30, 2025**

	<u>Transit FY25</u>	<u>Transit FY24</u>	<u>Change</u>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	2,193,603	2,095,682	97,921
Other revenues	44,000	16,000	28,000
<b>Total Operating Revenue</b>	<u>2,237,603</u>	<u>2,111,682</u>	<u>125,921</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	967,014	961,674	5,340
Part-time help	62,000	62,000	-
Student help	-	-	-
Overtime	30,000	27,000	3,000
Graduate Assistants	-	-	-
Other personnel	92,000	89,000	3,000
Benefits	430,329	414,640	15,690
Utilities	75,000	75,000	-
Capital outlay	-	-	-
Travel	20,000	15,000	5,000
Supplies and services	1,262,000	1,072,555	189,445
Other	25,000	5,000	20,000
Bad debt expense	-	-	-
Supplies and services	1,307,000	1,092,555	214,445
<b>Total Operating Expenses</b>	<u>2,871,344</u>	<u>2,632,869</u>	<u>238,475</u>
<b>Operating Income (Loss)</b>	<u>(633,741)</u>	<u>(521,187)</u>	<u>(112,554)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	40,000	2,500	37,500
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(252,688)	(253,009)	321
Operating Transfers, net	847,653	942,653	(95,000)
<b>Net Non-operating Revenues</b>	<u>634,966</u>	<u>692,144</u>	<u>(57,179)</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 1,225</u>	<u>\$ 170,957</u>	<u>\$ (169,733)</u>

Missouri State University  
**Operating Budget**  
**Auxiliary Funds - Bill R. Foster and Family Recreation Center**  
**For the Year Ending June 30, 2025**

	<b>Bill R. Foster and Family Recreation Center FY25</b>	<b>Bill R. Foster and Family Recreation Center FY24</b>	<b>Change</b>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	(16,000)	-	(16,000)
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	309,900	288,400	21,500
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>293,900</u>	<u>288,400</u>	<u>5,500</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	<u>727,530</u>	<u>681,189</u>	<u>46,341</u>
Part-time help	10,000	10,000	-
Student help	451,500	488,200	(36,700)
Overtime	1,000	1,000	-
Graduate Assistants	<u>77,280</u>	<u>77,280</u>	<u>-</u>
Other personnel	<u>539,780</u>	<u>576,480</u>	<u>(36,700)</u>
Benefits	<u>332,320</u>	<u>293,199</u>	<u>39,121</u>
Utilities	<u>130,000</u>	<u>130,000</u>	<u>-</u>
Capital outlay	68,000	135,000	(67,000)
Travel	32,500	33,500	(1,000)
Supplies and services	376,000	276,000	100,000
Other	70,000	58,000	12,000
Bad debt expense	-	-	-
Supplies and services	<u>546,500</u>	<u>502,500</u>	<u>44,000</u>
<b>Total Operating Expenses</b>	<u>2,276,130</u>	<u>2,183,368</u>	<u>92,762</u>
<b>Operating Income (Loss)</b>	<u>(1,982,230)</u>	<u>(1,894,968)</u>	<u>(87,262)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(924,040)	(924,040)	-
Operating Transfers, net	<u>2,909,804</u>	<u>2,909,804</u>	<u>-</u>
<b>Net Non-operating Revenues</b>	<u>1,985,764</u>	<u>1,985,764</u>	<u>-</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 3,534</u>	<u>\$ 90,796</u>	<u>\$ (87,262)</u>



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**U N I V E R S I T Y**

**WEST PLAINS CAMPUS  
OPERATING & AUXILIARY**

***YEAR ENDING JUNE 30, 2025***



Missouri State University  
 Operating Budget  
 West Plains Funds  
 For the Year Ending June 30, 2025

	West Plains Operating	West Plains Designated	West Plains Auxiliary	Total FY25	Total FY24	Change
<b>Operating Revenue</b>						
Tuition and fees	\$ 5,387,335	\$ -	\$ 91,000	\$ 5,478,335	\$ 4,584,165	\$ 894,170
Scholarships and fellowships	(808,080)	-	(42,900)	(850,980)	(528,478)	(322,502)
Grants and contracts	-	-	-	-	-	-
Sales and services of educational services	141,000	-	350	141,350	141,100	250
Sales and services - auxiliaries	4,000	-	1,985,700	1,989,700	1,359,738	629,962
Other revenues	212,891	-	17,538	230,429	90,029	140,400
<b>Total Operating Revenue</b>	<u>4,937,146</u>	<u>-</u>	<u>2,051,688</u>	<u>6,988,834</u>	<u>5,646,554</u>	<u>1,342,280</u>
<b>Operating Expenses</b>						
Faculty and Staff Salaries	6,883,368	541,217	252,849	7,677,435	7,197,027	480,408
Part-time help	287,437	-	28,000	315,437	376,644	(61,207)
Student help	131,198	-	41,050	172,248	191,114	(18,866)
Overtime	4,541	-	-	4,541	4,541	-
Graduate Assistants	12,000	-	-	12,000	-	12,000
Other personnel	435,176	-	69,050	504,226	572,299	(68,073)
Benefits	2,925,103	237,162	114,674	3,276,939	2,993,510	283,429
Utilities	355,045	-	89,080	444,125	369,244	74,881
Capital outlay	59,165	-	-	59,165	60,165	(1,000)
Travel	214,577	-	1,000	215,577	140,577	75,000
Supplies and services	779,238	-	571,150	1,350,388	915,459	434,929
Other	779,265	-	31,850	811,115	1,187,178	(376,063)
Bad debt expense	30,000	-	28,480	58,480	45,000	13,480
Supplies and services	1,862,244	-	632,480	2,494,724	2,348,378	146,346
<b>Total Operating Expenses</b>	<u>12,460,937</u>	<u>778,379</u>	<u>1,158,133</u>	<u>14,397,449</u>	<u>13,480,458</u>	<u>916,990</u>
<b>Operating Income (Loss)</b>	<u>(7,523,791)</u>	<u>(778,379)</u>	<u>893,555</u>	<u>(7,408,615)</u>	<u>(7,833,904)</u>	<u>425,290</u>
<b>Other Non-operating Revenues (Expenses)</b>						
State appropriations	7,241,816	485,000	-	7,726,816	7,515,889	210,927
Federal Pell grants to students	-	-	-	-	-	-
Gifts	206,720	-	-	206,720	206,720	-
Investment income	155,000	-	21,000	176,000	130,200	45,800
Interest on capital asset-related debt	-	-	-	-	-	-
Other non-operating revenue (expense)	15,000	-	-	15,000	-	15,000
Debt Service Transfers	(31,111)	-	(52,850)	(83,961)	(88,751)	4,790
Operating Transfers, net	(63,177)	(21,266)	(313,000)	(397,443)	(84,443)	(313,000)
<b>Net Non-operating Revenues</b>	<u>7,524,248</u>	<u>463,734</u>	<u>(344,850)</u>	<u>7,643,132</u>	<u>7,679,615</u>	<u>(36,483)</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 457</u>	<u>\$ (314,645)</u>	<u>\$ 548,705</u>	<u>\$ 234,517</u>	<u>\$ (154,290)</u>	<u>\$ 388,806</u>

Missouri State University  
 Operating Budget  
 West Plains Funds  
 For the Year Ending June 30, 2025

	<u>FY25</u>	<u>FY24</u>	<u>Change</u>
<b>Operating Revenue</b>			
Tuition and fees	\$ 5,387,335	\$ 4,493,165	\$ 894,170
Scholarships and fellowships	(808,080)	(487,600)	(320,480)
Grants and contracts	-	-	-
Sales and services of educational services	141,000	141,000	-
Sales and services - auxiliaries	4,000	4,000	-
Other revenues	212,891	39,891	173,000
<b>Total Operating Revenue</b>	<u>4,937,146</u>	<u>4,190,456</u>	<u>746,690</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	6,883,368	6,437,356	446,013
Part-time help	287,437	331,444	(44,007)
Student help	131,198	133,064	(1,866)
Overtime	4,541	4,541	-
Graduate Assistants	12,000	-	12,000
Other personnel	435,176	469,049	(33,873)
Benefits	2,925,103	2,666,525	258,579
Utilities	355,045	316,704	38,341
Capital outlay	59,165	60,165	(1,000)
Travel	214,577	136,577	78,000
Supplies and services	779,238	639,805	139,433
Other	779,265	739,589	39,676
Bad debt expense	30,000	30,000	-
Supplies and services	1,862,244	1,606,135	256,109
<b>Total Operating Expenses</b>	<u>12,460,937</u>	<u>11,495,769</u>	<u>965,168</u>
<b>Operating Income (Loss)</b>	<u>(7,523,791)</u>	<u>(7,305,313)</u>	<u>(218,478)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	7,241,816	7,030,889	210,927
Federal Pell grants to students	-	-	-
Gifts	206,720	206,720	-
Investment income	155,000	105,000	50,000
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	15,000	-	15,000
Debt Service Transfers	(31,111)	(30,901)	(210)
Operating Transfers, net	(63,177)	(3,891)	(59,286)
<b>Net Non-operating Revenues</b>	<u>7,524,248</u>	<u>7,307,817</u>	<u>216,431</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 457</u>	<u>\$ 2,504</u>	<u>\$ (2,047)</u>

Missouri State University  
Designated  
West Plains Funds  
For the Year Ending June 30, 2025

	<u>FY25</u>	<u>FY24</u>	<u>Change</u>
<b>Operating Revenue</b>			
Tuition and fees	\$ -	\$ -	\$ -
Scholarships and fellowships	-	-	-
Grants and contracts	-	-	-
Sales and services of educational services	-	-	-
Sales and services - auxiliaries	-	-	-
Other revenues	-	-	-
<b>Total Operating Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	<u>541,217</u>	<u>517,562</u>	<u>23,655</u>
Part-time help	-	-	-
Student help	-	-	-
Overtime	-	-	-
Graduate Assistants	-	-	-
Other personnel	-	-	-
Benefits	<u>237,162</u>	<u>219,529</u>	<u>17,632</u>
Utilities	-	-	-
Capital outlay	-	-	-
Travel	-	-	-
Supplies and services	-	-	-
Other	-	-	-
Bad debt expense	-	-	-
Supplies and services	-	-	-
<b>Total Operating Expenses</b>	<u>778,379</u>	<u>737,092</u>	<u>41,288</u>
<b>Operating Income (Loss)</b>	<u>(778,379)</u>	<u>(737,092)</u>	<u>(41,288)</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	485,000	485,000	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	-	-	-
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	-	-	-
Operating Transfers, net	<u>(21,266)</u>	<u>(21,266)</u>	<u>-</u>
<b>Net Non-operating Revenues</b>	<u>463,734</u>	<u>463,734</u>	<u>-</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ (314,645)</u>	<u>\$ (273,358)</u>	<u>\$ (41,288)</u>

Missouri State University  
 Auxiliary  
 West Plains Funds  
 For the Year Ending June 30, 2025

	<u>FY25</u>	<u>FY24</u>	<u>Change</u>
<b>Operating Revenue</b>			
Tuition and fees	\$ 91,000	\$ 91,000	\$ -
Scholarships and fellowships	(42,900)	(40,878)	(2,022)
Grants and contracts	-	-	-
Sales and services of educational services	350	100	250
Sales and services - auxiliaries	1,985,700	1,355,738	629,962
Other revenues	17,538	50,138	(32,600)
<b>Total Operating Revenue</b>	<u>2,051,688</u>	<u>1,456,098</u>	<u>595,590</u>
<b>Operating Expenses</b>			
Faculty and Staff Salaries	252,849	242,109	10,740
Part-time help	28,000	45,200	(17,200)
Student help	41,050	58,050	(17,000)
Overtime	-	-	-
Graduate Assistants	-	-	-
Other personnel	69,050	103,250	(34,200)
Benefits	114,674	107,456	7,218
Utilities	89,080	52,540	36,540
Capital outlay	-	-	-
Travel	1,000	4,000	(3,000)
Supplies and services	571,150	275,654	295,496
Other	31,850	447,589	(415,739)
Bad debt expense	28,480	15,000	13,480
Supplies and services	632,480	742,243	(109,763)
<b>Total Operating Expenses</b>	<u>1,158,133</u>	<u>1,247,598</u>	<u>(89,466)</u>
<b>Operating Income (Loss)</b>	<u>893,555</u>	<u>208,500</u>	<u>685,056</u>
<b>Other Non-operating Revenues (Expenses)</b>			
State appropriations	-	-	-
Federal Pell grants to students	-	-	-
Gifts	-	-	-
Investment income	21,000	25,200	(4,200)
Interest on capital asset-related debt	-	-	-
Other non-operating revenue (expense)	-	-	-
Debt Service Transfers	(52,850)	(57,850)	5,000
Operating Transfers, net	(313,000)	(59,286)	(253,714)
<b>Net Non-operating Revenues</b>	<u>(344,850)</u>	<u>(91,936)</u>	<u>(252,914)</u>
<b>Increase (Decrease) in Net Position</b>	<u>\$ 548,705</u>	<u>\$ 116,564</u>	<u>\$ 432,141</u>

V.  
**MISSOURI STATE UNIVERSITY  
OFFICE OF PROCUREMENT SERVICES**

**FOR APPROVAL**

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

**On-Line Training Courses** **\$262,080.00**  
**Computer Services**

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, recommend a three-year renewal of LinkedIn Learning to continue to provide the online course access for all faculty, staff, and students.

<b>Term</b>	<b>Expenditure</b>
<b>Extension, Three Years</b>	
<b>Year One</b>	<b>\$ 87,360.00</b>
<b>Year Two</b>	<b>\$ 87,360.00</b>
<b>Year Three</b>	<b>\$ 87,360.00</b>
<b>Total Extension</b>	<b>\$262,080.00</b>

LinkedIn Learning provides high-value learning opportunities by offering thousands of courses in seven languages. The online courses include technical training for software like the Microsoft 365 suite of products, artificial intelligence tools, programming skills, and project management.

It also includes employee development training through leadership, diversity, and supervisory courses. The content is constantly updated based on in-demand skills data. Custom course content can also be delivered through the LinkedIn Learning platform.

The University has partnered with LinkedIn Learning since 2020. Since that time, more than 14,000 videos and over 2,900 courses have been viewed. Human Resources continues to promote this as a resource for employees and is very supportive on continuing the LinkedIn Learning service.

**Note: Funding to be from Information Systems operational budget A02000 097202 73422 063.**

**ACTIVITY REPORT  
PAGE TWO**

**Contract for the purchase of goods and services estimated > \$250,000.00**

<b>Periodicals Class S2 European Origin Meyer Library</b>	<b>\$367,074.95 (Estimated)</b>
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Recommend award of solicitation to the incumbent Otto Harrassowitz for the purchase of Periodicals – Class S2 European Origin.

Contract C8270-1 Periodicals is to be July 1, 2024, through June 30, 2025, with six one-year renewal options.

Prices and mailing services for the new contract will remain the same as during the original contract period.

**Subject to continued satisfactory performance, the University will continue to exercise the remaining available annual renewal options when due.**

**Note: Funding to be from the ongoing operational budgets, subject to Board approval.**

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

<b>Student Data/Names for Recruitment, Funnel Analysis/Consulting Office of Admissions</b>	<b>\$468,000.00 (Estimated Four Years)</b>
--	--

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, the University's Office of Admissions is seeking approval for a four-year contract with Encoura for pre-scored student data, propriety enrollment funnel analysis, and consulting services. The agreement would be from July 1, 2024, to June 30, 2028, replacing an expiring agreement from February 2020. Average cost per year is \$117,000.00.

Encoura holds data, including name, address, e-mail, high school, and parents/guardians, and provides access to nearly 8,000,000 high school student profiles. It is the only provider of data for students who take the ACT test, complete the National Research Center for College and University (NRCCUA) survey or create a profile on the Encourage college planning platform. To access this data, the University must purchase through Encoura.

April 30, 2024 through June 11, 2024

**ACTIVITY REPORT  
PAGE THREE**

In addition, Encoura will apply a predictive score to each student record based by using the past three years of the University’s own enrollment data. Encoura has access to hundreds of data points per student for an in-depth analysis of common characteristics that would flag a particular student as more likely to enroll, which supports making budgetary decisions by only accessing records with a higher likelihood to enroll.

The University contract allows for obtaining 150,000 scored student records annually, which are entered into the University system for e-mail campaigns, print mailings, targeted digital advertising, and other outreach activities. Encoura’s data and services have been imperative to the University’s enrollment growth and success over the last two years, and it is in the University’s best interest to enter into another Encoura partnership.

**Note: Funding from the Enrollment Management and Services operational budget.**

**Contract for the purchase of goods and services estimated > \$250,000**

**Periodicals – S1 Domestic Origin/Serials Subscription Renewals \$790,976.24  
Meyer Library (Estimated)**

Recommend award of solicitation to the incumbent, Otto Harrassowitz, for the purchase of (1) Periodicals – Class S1 Domestic Origin, and (2) Periodicals – Serials Subscription Renewals.

Contract C8269-1 Periodicals is to be July 1, 2024 through June 30, 2025, with six one-year renewal options.

Prices and mailing services for the new contract will remain the same as during the original contract period.

<b>Description</b>	<b>Annual Fee</b>
Class S1 Domestic Origin	\$437,921.39
Periodicals for Serials Subscription Renewals	\$353,054.85
<b>Total</b>	<b>\$790,976.24</b>

**Subject to continued satisfactory performance, the University will continue to exercise the remaining available annual renewal options when due.**

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

April 30, 2024 through June 11, 2024

**ACTIVITY REPORT  
PAGE FOUR**

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

**Microsoft Campus Agreement \$1,650,000.00  
All Campus Locations (Three Years)**

Pursuant to University policy, which allows for participation in contract agreements established by other public entities, the University requests approval to continue utilizing The National Association of State Procurement Officials (NASPO) Cooperative Contract Missouri NASPO Software Var ADSP016-138244, with Insight Public Sector, to administer the Microsoft Campus and School Agreement (CASA), and extend the current Enrollment for Education Solutions (EES) agreement that is expiring on August 31, 2024.

The EES agreement provides the following software and services for all employees at the Springfield, West Plains, Mountain Grove, and China campuses: Microsoft Office 365 cloud services, Microsoft Enterprise Mobility + Security Suite, Microsoft Windows operating system for institutionally owned devices, and Microsoft 365 Apps desktop software and client access licenses.

Included are advanced security tools needed to adapt to the evolving cybersecurity threat landscape that provide a greater emphasis on distance learning and remote work, including endpoint detection and response (Microsoft Defender for Endpoint), a cloud access security broker, and advanced malware and phishing protection, and a suite of information protection and governance tools including eDiscovery and audit. By licensing these products for all employees that use the products, the University receives the corresponding subscription licenses for students at no additional charge.

Contract terms include a three-year period that would begin on September 1, 2024 and end on August 31, 2027. The University would pay for one year at a time.

<b>Year</b>	<b>Term</b>	<b>Amount</b>
One	09.01.24 – 08.31.25	\$ 550,000.00
Two	09.01.25 – 08.31.26	\$ 550,000.00
Three	09.01.26 – 08.31.27	\$ 550,000.00
<b>Total</b>		<b>\$1,650,000.00</b>

April 30, 2024 through June 11, 2024



**ACTIVITY REPORT  
PAGE FIVE**

**Subject to continuing need and ongoing satisfactory performance, renewals will be made on an annual basis.**

**Note: Funding for Year One to be from the FY25 operational budget.**

**Single Purchase > \$250,000 that was competitively bid**

**Pharmacy Benefit Management (PBM) Services  
Human Resources**

**Funded Claims**

The University's Employee Group Medical Plan is self-insured. Pharmacy Benefit Management (PBM) Services are currently provided through Elixir/MedImpact Healthcare Systems, Incorporated, as specified in an agreement to expire December 31, 2024. Prescription drug benefits are provided to participants of the University's group medical plan.

In response to a competitive Request for Proposal (RFP), six initial responses were received. A subsequent Best and Final Offer (BAFO) process resulted in improved proposals from four of the respondents.

Respondents repriced prescription claims utilizing a 2023 claims sample. The Elixir/MedImpact Healthcare Systems, Incorporated BAFO traditional model proposal provided the lowest and best value, resulting in a \$1,839,885.00 or 31.80% improvement compared to current in-force pricing, based on the claims sample repriced.

Recommend acceptance of the traditional model offering, submitted by the incumbent PBM, Elixir/MedImpact Healthcare Systems, Incorporated for pharmacy benefits management services for the University for the period of January 1, 2025 through December 31, 2027, with four University optional one-year renewals. This recommendation results in improved financial terms and contract terms that will minimize member disruption.

**Subject to continuing need and ongoing satisfactory performance, renewals will be made on an annual basis.**

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

April 30, 2024 through June 11, 2024

**ACTIVITY REPORT  
PAGE SIX**

**Single Purchase > \$250,000 that was competitively bid**

**Self-Insured Preferred Provider Organization Network Access      Funded Claims  
Human Resources**

The University's Employee Group Medical Plan is self-insured. Preferred Provider Organization (PPO) Network Access is currently provided through an exclusive contract with Mercy Network, LLC (Mercy), which is to expire on December 31, 2024.

In response to a competitive Request for Proposal (RFP) and subsequent Best and Final Offer (BAFO) process, submittals were received from CoxHealth and Mercy Network, LLC.

RFP respondents were requested to provide three contracting options (1) Exclusive, (2) Employee Choice and (3) Open Access. Offerors repriced claims for each requested option utilizing a two-year 2022 and 2023 claims sample. Based on initial results, a BAFO process was initiated, where only the exclusive contract option was requested. The BAFO process resulted in improved terms from both respondents when compared to their initial offers.

The Mercy exclusive proposal provided the lowest and best value, resulting in a \$304,348.00 improvement from their initial offer to \$420,248.00 below current in-force pricing based on the two-year claims sample repriced, or \$210,124.00 annualized savings.

In addition, the Mercy proposal included the Sports Medicine Program, which is currently a stand-alone agreement with Mercy, as a core value-added service. Based on FY 2023 sports medicine payments, the approximate value of this offering is \$614,977.00. Other value-added programs included with the offer are care management, wellness, and an employee assistance program.

Recommend contract award to Mercy to provide self-insured Preferred Provider Organization (PPO) network access services, to include the Sports Medicine Program as a value-added service, for the period of January 1, 2025 through December 31, 2027, with four University optional one-year renewals.

**Subject to continuing need and ongoing satisfactory performance, renewals will be made on an annual basis.**

**Note: Funding to be from employee insurance premiums and ongoing operational budgets.**

April 30, 2024 through June 11, 2024

**Report of Gifts  
to the  
Missouri State University Foundation  
Monthly and Year-to-Date**

	Year	MONTHLY						YEAR-TO-DATE		
		Designations under \$1,000		Designations \$1,000 and over		Totals for May		Running Totals		Year
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	
<b>Annual Gifts</b>	FY 23	6,986	\$206,027	122	\$606,968	7,108	\$812,995	78,249	\$9,280,534	FY 23
	<b>FY 24</b>	4,285	\$156,574	83	\$433,589	4,368	\$590,163	72,828	\$8,928,593	<b>FY 24</b>
<b>Capital Facilities</b>	FY 23	9	\$1,229	4	\$130,000	13	\$131,229	243	\$3,714,002	FY 23
	<b>FY 24</b>	14	\$845	1	\$100,000	15	\$100,845	227	\$18,109,825	<b>FY 24</b>
<b>One Time Gifts</b>	FY 23	0	\$0	9	\$666,558	9	\$666,558	140	\$8,644,751	FY 23
	<b>FY 24</b>	0	\$0	15	\$4,802,500	15	\$4,802,500	163	\$7,732,538	<b>FY 24</b>
<b>TOTALS</b>	FY 23	6,995	\$207,256	135	\$1,403,526	7,130	\$1,610,782	78,632	\$21,639,287	FY 23
	<b>FY 24</b>	4,299	\$157,419	99	\$5,336,089	4,398	\$5,493,508	73,218	\$34,770,956	<b>FY 24</b>

**MISSOURI STATE UNIVERSITY FOUNDATION  
INCOME SUMMARY TOTALS BY TYPE AND SOURCE  
07/01/2023 TO 05/31/2024**

SOURCE	UNRESTRICTED CURRENT	RESTRICTED CURRENT	ENDOWMENT	GIFTS OF PROPERTY	NON-GIFT INCOME*	TOTAL 07/01/2023 TO 05/31/2024	TOTAL 07/01/2022 TO 05/31/2023
ALUMNI	\$72,071	\$7,084,169	\$740,764	\$255,807	\$331,821	<b>\$8,524,691</b>	\$3,932,999
FRIENDS	10,370	1,769,346	425,270	967,232	159,900	<b>\$3,332,118</b>	3,681,039
PARENTS	1,350	78,409	7,285	99	11,301	<b>\$98,444</b>	216,034
FOUNDATIONS	8,200	13,407,984	1,495,375	0	0	<b>\$14,911,559</b>	2,718,704
ORGANIZATIONS	31,950	1,115,078	1,412,804	11,658	0	<b>\$2,571,490</b>	5,120,201
BUSINESSES	15,699	1,421,863	215,341	3,013,448	666,303	<b>\$5,332,654</b>	5,970,310
<b>GIFT TOTAL</b>	<b>\$139,640</b>	<b>\$24,876,849</b>	<b>\$4,296,839</b>	<b>\$4,248,244</b>	<b>\$1,169,325</b>	<b>\$34,770,956</b>	<b>\$21,639,287</b>

*\*Per the Tax Cuts and Jobs Act, the US Tax reform bill signed into law effective in 2021, income recieved from athletics seat assessments and suites are no longer tax deductible.*

**DEFERRED GIFT COMMITMENTS**

	UNRESTRICTED CURRENT	RESTRICTED CURRENT	ENDOWMENT	GIFTS OF PROPERTY	TOTAL 07/01/2023 TO 05/31/2024	TOTAL 07/01/2022 TO 05/31/2023
DEFERRED GIFTS	1,000,000	0	1,984,641	0	<b>\$ 2,984,641</b>	<b>\$ 6,222,002</b>

GRAND TOTAL FOR TESTAMENTARY GIFTS YET TO BE RECEIVED: \$82M

	NUMBER OF DONORS 07/01/2023 TO 05/31/2024	NUMBER OF DONORS 07/01/2022 TO 05/31/2023
ALUMNI	5,931	6,070
FRIENDS	11,242	11,747
PARENTS	465	552
FOUNDATIONS	55	55
ORGANIZATIONS	324	307
BUSINESSES	713	722
<b>TOTAL</b>	<b>18,730</b>	<b>19,453</b>

VIII.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

HUMAN RESOURCES NO. 1765-24  
Approval of Amendments to the  
Employee Handbook for  
Administrative, Professional and  
Support Staff employees and related  
policies

**WHEREAS** Administration recommends that certain revisions be made to the *Employee Handbook for Administrative, Professional and Support Staff* ("Employee Handbook"); and

**WHEREAS**, specifically, some revisions to the Employee Handbook are needed due to changes in operating procedures, clarification, process improvement, and overall ongoing changes to the handbook; and

**WHEREAS**, as a result of the proposed revisions to the Employee Handbook, similar revisions to the *Faculty Handbook*, the Medical Plan, the Dental Plan, and/or other group insurance agreements may be required in order to ensure consistency and accuracy across these documents.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Governors for Missouri State University that the Employee Handbook be revised in accordance with Attachment A; that the *Faculty Handbook*, Medical Plan and Dental Plan, and/or other group insurance agreements, be revised as necessary to ensure consistency between said documents and the Employee Handbook; and that the President and the Vice President for Administration and Finance be granted authority to correct any typographical, grammatical, and formatting errors appearing from time to time to retain accuracy and consistency, to revise sections within the Handbook to provide clarification or process improvement, to revise other University procedures and plan documents to allow the application of the above handbook changes, and to ensure compliance with applicable law.

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Lynn Parman  
Board Chair

Passed at meeting of  
June 21, 2024

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Rowena Stone  
Secretary to the Board

**COMMENTS:** Sections of the Employee Handbook have been updated to reflect current processes and existing practices, provide clarification on existing processes, and to correct grammatical, typographical, and formatting errors. Other sections of the Employee Handbook have been modified to streamline processes and ease the administrative burden.

Please see the actual changes to be made within Attachment A. These changes are summarized as follows:

- **G7.02-2 University Policies**
  - 2.21 Children in the workplace  
Update language to include “university vehicle” in the list of workplace examples.
  
- **G7.02-3 Employment Policies and Procedures**
  - 3.0 Employment Policies and Procedures  
Update language to imbedded web link for Op 7.10 to be aligned with current policy language.
  
  - 3.7 Criminal background checks  
Language update to include misdemeanor violations (excluding traffic violations).
  
- **G7.02-4 Classification and Compensation**
  - 4.4.4 Prohibition on incentive compensation  
Adds new section for clarification.
  
- **G7.02-6 Benefits**
  - 6.11.21 Postal service  
Update wording to clarify services and payment.
  
- **G7.02-7 Leave Benefits**
  - 7.8 Catastrophic medical leave  
Recommend removal from handbook due to existing policies.
  
  - 7.10 Military leave  
Clarify language and update documentation procedure.
  
  - 7.13 Leave without pay  
Update leave without pay conditions and clarify language between leave without pay and military leave.
  
  - 7.18 Summer leave  
Recommend removal from handbook due to current practices.
  
  - 7.19 Shared leave  
Expand qualifying events and clarify procedures with the addition of parental leave.

- **G7.02-8 Employee Recognition Programs**
  - 8.8 Emeritus status  
Expand eligibility by adding disability status to the qualification statement.
  
- **G7.02-9 Employee Conduct**
  - 9.4 Disciplinary guidelines  
Language update to ensure consistency with section 3.7 Criminal background checks.

## Attachment A

### 2.21 Children in the workplace

The university values family life and has worked to develop employment policies and benefits that are supportive of families. While the university seeks to focus on providing an environment open to work and family issues, it also believes that the work place should not be used in lieu of a child care provider. Further, the university believes that it is inappropriate for minor children of employees to be in work areas during work hours for several reasons:

- The potential liability to the university.
- Risk of harm to the children.
- Decreased employee productivity due to distractions and disruptions.

It is the policy of the university that minor children in an employee's care not be present at an employee's workplace (e.g., office, classroom, shop area, university vehicle), in lieu of other child care arrangements, during the employee's working hours. The supervisor is responsible for enforcing this policy in their respective work areas. This policy is not intended, however, to prohibit children from the campus when the purpose of their visit is to attend classes or to participate in activities specifically scheduled for their benefit (e.g., Fine Arts Academy, summer sports or activity camps, or other similar university-sponsored events).



### 3.0 Employment Policies and Procedures

At Missouri State University, all applicants for employment will be treated courteously and given fair and equitable consideration for employment in accordance with the university [non-discrimination policy \(2.1\)](#) within this handbook. All new employees are selected on the basis of experience, education, ability, training and other job-related factors.

The university is committed to maintaining an environment that encourages full utilization and adequate reward of the individual employee's effort, achievement and cooperation. Every employee is given a fair opportunity to advance in the university organization as the employee's abilities warrant and as job openings occur.

The office of human resources is responsible for the employment process for staff positions in all departments of the university. Staff positions include administrative, professional and support staff. Administrators and search officials are designated as decision-makers for recruitment and hiring actions and are responsible for compliance with [Op7.10 ~~Recruiting a Diverse Workforce~~: Guidelines for Hiring Faculty, Academic Administrators and Executive, Administrative and Professional Staff](#). No employment offer may be made until all employment guidelines have been followed. Chairs of search committees or hiring officials are required to complete a training session annually through the office for institutional equity and compliance on how to conduct a legal and effective search.

### 3.7 Criminal background checks

Missouri State University conducts background checks as outlined in the [Criminal Background Check Policy](#). Consideration will be given to the relationship between a conviction and the responsibilities of the position that is or will be held. A relevant job-related conviction is grounds for termination of employment or non-selection of an applicant. For positions that require operation of a motor vehicle, a conviction shall include misdemeanor traffic violations.

Employees must notify the office of human resources within five (5) days of an arrest for a felony, [a misdemeanor \(excluding traffic violations\)](#), or any drug, alcohol, or sex-related offense. Failure to report such conviction is grounds for disciplinary action up to and including termination of employment or non-selection of an applicant. Supervisors should notify the office of human resources immediately upon being informed of any such arrest.

#### **4.4.4 Prohibition on incentive compensation**

The university will not provide any commission, bonus, or other incentive payment based in any part, directly or indirectly, upon success in securing enrollments or the award of financial aid, to any person or entity who is engaged in any student recruitment or admission activity, or in making decisions regarding the award of Title IV, HEA program funds. Bonuses may be provided to employees if the bonus is for defined, prospective work unrelated to enrollments, admissions, or the award of financial aid.

### **6.11.21 Postal service**

The university operates a U.S. Postal Services Contract Station in Plaster Student Union, Room 210, 417-836-5342. Hours of operation are Monday through Friday from 8 a.m. to 4 p.m. Services include stamps, money orders (cash only) and mailing packages as well as certified, registered, insured, international and express mail. Stamps and other postal items can ~~only~~ be purchased with cash or credit card. The Contract Station is closed during all official university holidays.

## **7.8 Catastrophic medical leave**

The university provides a paid leave benefit for full-time, regular employees who have exhausted all of their sick, vacation, and compensatory time, yet are unable to work due to suffering an extreme, life-threatening illness, injury or impairment (physical or mental) which requires continuing treatment/supervision by a health care provider and which is likely to cause the employee to take a prolonged leave without pay or likely to result in a substantial permanent disability leading to termination of employment with the university. Catastrophic medical leave may only be granted for an employee's extreme, life-threatening illness, injury or impairment; it cannot be granted to an employee to care for an injured or ill family member.

Catastrophic medical leave may be granted for a maximum of four weeks (i.e., 20 work days, exclusive of any university holiday) during any 12-month period and will only be granted as consecutive, full days. It cannot be approved as intermittent leave (e.g., every other day off) or under a reduced work schedule arrangement (e.g., just working four hours daily). Employees on an approved catastrophic medical leave will also be paid for any university holiday that occurs during the approved period of the catastrophic medical leave. The holiday will not count as a day in the approved catastrophic medical leave period.

Employees on an approved catastrophic medical leave will continue to receive their salary, and all of the fringe benefits available to full-time, regular employees will be continued. The monthly premiums for all voluntary or supplemental benefits (e.g., family medical, family dental, dependent life insurance, supplemental life insurance) elected by the employee will be paid through the regular payroll deduction method.

Catastrophic medical leave will count toward the allowable period of family & medical leave as delineated in [Section 7.7](#) of this handbook. Availability of allowable family & medical leave time is not a determining factor in eligibility for catastrophic medical leave.

Employees granted catastrophic medical leave must apply for long-term disability. Catastrophic medical leave cannot be continued once an employee is approved for long-term disability even if the approved period of the catastrophic medical leave has not been completed.

### **7.8.1 Catastrophic medical conditions**

The determination of whether an employee's medical condition qualifies as a catastrophic medical condition will be based upon the documentation provided by the employee's licensed health care provider that the employee suffers from an extreme, life-threatening illness, injury or impairment (physical or mental) which requires continuing treatment/supervision by a health care provider and which is likely to cause the employee to take a prolonged leave without pay or to terminate employment with the university. While a comprehensive list of specific medical conditions that would qualify an employee for catastrophic medical leave is not provided in this handbook, the medical conditions listed here could be so extremely serious as to qualify for the leave. This list should not be considered as all inclusive or a guarantee of leave approval because each request is reviewed and considered on its own merits.

- Cancer
- Stroke

- Serious heart conditions
- Organ failure/transplant
- Fetal endangerment
- Coma

### **7.8.2 Applying for catastrophic medical leave**

Applications for catastrophic medical leave are available in the office of human resources. To apply for catastrophic medical leave, an employee must complete a catastrophic medical leave request form and provide a certification from the his/her physician regarding the extreme, life-threatening illness, injury or impairment (physical or mental) which requires continuing treatment/supervision by a health care provider. Detailed information about catastrophic medical leave can be found on the human resources' website.

### **7.8.3 Catastrophic medical leave review committee**

In order to promote university-wide consistency in the granting of catastrophic medical leave and the length of such leaves, all requests for catastrophic medical leave will be reviewed by the catastrophic medical leave review committee. If necessary, the committee may request that the employee or other persons familiar with the employee's situation or who can offer expertise on the matter being considered meet with the committee. The committee should render its opinion and recommendation to the office of human resources within 10 working days of receipt of the request and all relevant documentation and information.

### **7.8.4 Approval of catastrophic medical leave**

Approval authority for granting a request for catastrophic medical leave rests with the requesting employee's cost center administrator. Cost center administrators will be required to fund any additional costs incurred by granting of catastrophic medical leave, such as the costs in hiring a temporary employee or the costs for supplemental salary paid to an employee who picks up the work load of the employee on catastrophic medical leave. The cost center administrator should render his/her decision within five working days of receipt of the request.

### **7.8.5 Appeal of catastrophic medical leave**

If the decision by the cost center administrator is to deny the request for catastrophic medical leave or to grant a period of leave different (i.e., fewer days or more days) from the period recommended by the committee, the employee requesting the leave may appeal the decision to the university president.

## 7.10 Military leave

~~The university supports employees who serve in the National Guard and Reserves. The university recognizes the important role of the National Guard and Reserves and supports employee participation. Employees may take military leave for annual training or emergency mobilization orders from the armed forces. The following provisions apply for military leave of absence when an employee is required by a branch of the armed forces to attend an annual training session or serve under emergency mobilization orders.~~

~~Employees are allowed military leave without loss of pay, position, seniority, or benefits to fulfill military duties. This paid leave is limited to 120 hours per Federal fiscal year (Oct- Sept), counting only hours when the employee would normally work. During emergencies, employees can be on unpaid leave for the duration of mobilization. An employee may choose to use accumulated vacation leave before going on leave of absence without pay. Official military orders are needed for paid or unpaid leave. A personnel action form (PAF) with appropriate documentation should be submitted by the department for: (1) paid military leave, (2) leave without pay, (3) return from paid or unpaid military leave. Employees are entitled to a leave of absence, without the loss of pay, position, seniority, accumulated leave, impairment of performance appraisal, pay status, work schedule, and any other right or benefits to which the employee is entitled in order to perform military service. Such military leave may not exceed 120 hours during a federal fiscal year (Oct—Sept), and only those hours when the employee would otherwise be required to work had it not been for such military leave will be counted toward the 120 hour limit. In the event of an emergency mobilization order, the employee is eligible to be retained on leave of absence status without pay for the duration of the mobilization orders. An employee may choose, but is not required, to use accumulated vacation leave before going on leave of absence without pay. Employees must furnish the university with a copy of their official military orders in order to receive paid military leave or approved unpaid leave of absence status. If r~~Reservists or members of the National Guard ~~are~~ called to active duty, ~~they~~ will have rehire and other benefits as prescribed by federal law in Uniformed Service Employment and Reemployment Rights Act of 1994 (USERRA). See Section 6.6 of this handbook for insurance information.

### 7.13 Leave without pay

Employees and supervisors must contact Human Resources Benefits office regarding Leave Without Pay. An employee may be granted leave without pay for a period that may not exceed six weeks (240 hours) in any 12-month period. When leave without pay has been approved by proper authority, and such leave is expected to last more than 10 consecutive days, a personnel action form (PAF) must be completed. Leave without pay may be granted under the following conditions:

- When such leave is for prolonged employee illness or injury extending beyond accumulated vacation, sick leave or compensatory time. Following any Family Medical leave (FML) as appropriate, total unpaid time shall not exceed six weeks (240 hours) in any 12-month period. As part of reasonable accommodation review and with approval, leave without pay may be granted on an intermittent basis.
- When an employee will attend a college, university or school for the purpose of training in subjects relating to a job that shall benefit both the employee and the university; requires PAF and cost center approval.
- Because of seasonal fluctuations in the work schedules at the university and the employee is requisitioned into such a position based on this fluctuation (i.e. 9 or 10 month staff employees); does not require PAF.
- Under special circumstances, an employee may be granted leave without pay for a specific purpose other than those listed above with the approval of the appropriate cost center administrator when such leave extends beyond accumulated vacation, sick leave or compensatory time off available to be used.
- As defined under Military Leave in section 7.10 of the employee handbook.

Leave without pay is not intended to be granted when the employee has paid vacation, sick leave, or compensatory time off available; except as stated under the Military Leave policy.

Employees on approved leave without pay, who do not have at least 80 hours of paid time during the pay period, will not earn sick or vacation leave. Nor will an employee be paid for a holiday that occurs during the period of leave without pay.

If an employee does not have sufficient pay to cover benefit deductions:

- The insurance coverage will not be paid by the University. An employee who desires to maintain insurance coverage during a leave without pay, must make arrangements with the office of human resources at least 60 days prior to the leave. Premiums must be paid one month in advance of the month of insurance coverage. The employee will be responsible to pre-pay the employee portion of premiums and employer portions of premiums.
- An employee with Family Medical leave protections will be responsible for only employee portions of premiums. and benefits-Benefits are protected until such time as Family Medical leave is exhausted. While under Family Medical Leave the University will continue employer sponsored benefits and contributions.



Nine- and Ten-month staff employees will have coverage continued; provided the employee is scheduled and expected to return to work following the summer. The employee will be responsible to pre-pay employee portion of premiums and employer portions of premiums will be paid by the university during the summer months.

### **7.18 Summer leave**

At the president's discretion, the university may allow full-time staff employees to take a maximum of four days (32 hours) of paid leave during the summer months beginning the Monday following May graduation up to the week before the week in which the Fall Semester begins. The purpose of this policy is to provide a work/life benefit for employees in order to have more time for families and personal responsibilities during the summer. It is also important to understand that, in all cases, departments need to maintain normal operational work hours. Employees must be scheduled to work and not on unpaid leave during this time frame to be eligible for the leave days. The summer leave days will not be charged against vacation, personal or sick days and will not carryover from summer to summer or be paid if not used. The leave can be taken in increments no less than four hours and must be entered as summer leave on the employee's time sheet or leave report. A .75 employee shall receive prorated pay.

## 7.19 Shared leave

### 7.19.1 Purpose

To allow employees to participate in the public affairs mission by helping protect co-workers with a qualifying leave against salary interruption. Employee donations of vacation leave provide income to an affected employee who would otherwise be on unpaid leave. Benefits are subject to all eligibility requirements and committee approval and limited in scope. This program will be subject to periodic review.

### 7.19.2 Scope

This policy applies to full-time benefit eligible employees in a leave-earning position. Policy does not apply to faculty eligible for extended sick leave pursuant to Section 6.6.6 of the [Faculty Handbook](#) and/or [Section 7.20](#) of the employee handbook.

### 7.19.3 Policy

Eligible employees may voluntarily donate accumulated vacation as defined by the Employee Handbook to a Shared Leave Pool (SLP) to aid eligible employees who are unable to work due to a qualifying event. Donations shall not be made directly from one employee to another, but shall be made to the university pool established for this purpose.

The donation of vacation leave is strictly voluntary. No employee may intimidate, threaten, or coerce any other employee with respect to donating or receiving leave under this program. Individual vacation leave records that apply to Shared Leave are confidential and no individual employees shall receive remuneration of any kind for vacation leave donated. Shared leave is for employee's health condition only, except as outlined in [7.19.7 Qualifying Events](#).

### 7.19.4 Eligibility

#### A. Receiving shared leave

- a. Employee must have successfully completed their probationary period and have 625 hours of service in the previous 6 months at Missouri State University and be in a leave-earning position to apply for SLP benefits.
- b. Employee must have donated at least 8 hours of earned vacation leave to the bank prior to requesting leave from the pool in order to receive donations from the SLP.
- c. Employee must have experienced a qualifying event ([see 7.19.7 Qualifying Events](#)).
- d. Employee must have exhausted all accrued vacation, sick leave and compensatory time, except in the case of parental leave and bone marrow/organ donation.
- e. Employee may request shared leave more than once, however: Employee must normally return to work for six (6) continuous months following the last day of use of the donated time, if the maximum amount of approved SLP benefits were used; Family and Medical Leave eligibility will be determined before becoming eligible to apply for additional benefits from the pool. Additional benefits for a recurrence of a previously approved qualifying event are not allowed when the maximum benefits have been paid.

- f. Employees who are on a work-related injury and concurrent FMLA leave can supplement shared leave after their work compensation adjustments and accrued leave are used.
- B. Donating shared leave
- a. Vacation leave may be donated upon accrual.
  - b. Employee contribution may not exceed 48 hours, unless the office of human resources has communicated a need for additional days. In that case, employee(s) may contribute additional day(s) up to the limit requested at that time.
  - c. Time must be donated in whole hours with a minimum donation of 1 hour.
  - d. Donated hours cannot be rescinded once they are donated.
- C. Bone marrow and organ donation
- a. An employee must be employed at Missouri State University for a minimum of ninety (90) days before applying for time from the SLP for bone marrow or organ donation. A leave accruing employee may apply for time from the shared leave pool for bone marrow or organ donation without a qualifying donation of vacation time to the shared leave pool and without first exhausting all accrued sick and vacation time. The employee must provide the SLP committee with written verification from health care facility that he or she is serving as a bone marrow or organ donor. The employee may be granted a maximum of forty (40) hours from the SLP for bone marrow donation and a maximum of two-hundred forty (240) hours from the SLP for organ donation.

D. Parental Leave

- a. Eligible employees are entitled to 80 hours of paid parental leave following the birth, foster care placement, or adoption of a child within the home, utilizing funds from the shared leave pool.
  - 1. If both parents are otherwise eligible for parental leave, both parents may each make individual request for parental leave.
- b. Leave must be consecutive within the first 12 weeks following the birth, foster care placement, or adoption of a child within the home.
  - 1. Parental leave requests are limited to 80 hours on a 12-month rolling basis.
- c. Vacation, sick, and compensatory time need not be exhausted before utilization of parental leave. Utilization of parental leave does not prevent further use of the shared leave pool for other qualified events.

**7.19.5 Shared leave (SL) committee**

- A. The SL Committee shall be comprised of seven (7) members: two (2) administrators, one (1) office of human resources representative, one (1) West Plains Staff Senate member and three (3) Springfield Staff Senate members. The director of human resources or their designee, the payroll manager, and a Legal Affairs and Compliance designee will act as *ex officio* members of the committee. The committee will be categorized as a University Committee.

- B. Committee appointment will be determined as follows:
  - a. Staff Senate members will be appointed by the Staff Senate
  - b. Human resources representative will be appointed by the Vice President for Administration and Finance
  - c. Two (2) administrators will be appointed by the university president
- C. The committee will elect a new chair and vice chair from the committee each year at the first meeting in July. Terms will run July – June.
- D. Members of the shared leave committee shall serve a two-year term with the exception of one (1) at Staff Senate member, which will serve a one-year term. The other Staff Senate members will serve a two-year term. Thereafter, the one-year Staff Senate appointee will serve a two-year term, which will allow the Staff Senate membership to be replaced on alternate years. In the event that the appointed Staff Senate member's term on Staff Senate ends before the term on the shared leave committee, a new appointee will be appointed by their respective body.
- E. The committee must sign a HIPAA Compliant Confidentiality Agreement promising to maintain all information on a confidential basis. Any breach of confidentiality will result in the committee member being excused and a replacement member being appointed. In addition, disciplinary action, up to and including termination of an employee may be taken as a result of any breach of confidentiality.
  - a. Examples of a breach of confidentiality include, but are not limited to:
    - a. Speaking of applicant's name and/or health condition outside of committee
    - b. Speaking of applicant's number of hours requested outside of committee
    - c. Speaking of the committee's decision and reasoning for granting or not granting benefits from the leave pool outside of committee.
- F. The SL committee will determine whether the employee request falls under the guidelines for a qualifying event.
- G. The committee will review all applications for the SLP and shall follow the criteria set out in this policy to approve or disapprove the request for SLP benefits. The committee's decision is final.
- H. The committee will convene as needed to review applications and approve or disapprove a SLP request. A minimum of four (4) committee members must be present to constitute a quorum. Name of applicant will remain anonymous.
- I. In the event that the SLP falls below \$25,000.00, no more shared leave will be authorized until more hours are available. Lowered leave levels may determine leave distributions. If insufficient balances are experienced, the office of human resources may send a communication to eligible employees indicating such a need but may not under any circumstances coerce an employee(s) to contribute leave time.

#### **7.19.6 Procedures**

## A. General

- a. The maximum amount of SLP benefits accessible to a recipient cannot exceed one-third of the balance of the pool, or 480 hours leave time per case, whichever is less. The leave granted will run concurrent with FMLA as appropriate. SLP benefits may be prorated for employees who have worked less than 1 year of service and actual hours approved are based on specific case details and need as determined by the committee.
- b. ~~If an employee receives a medical release to return to full-time work, the employee must then return to work. Hours approved by the committee prior to the receipt of the medical release are no longer considered approved, and the unused balance of hours previously granted returns to the SLP.~~When an employee receives medical clearance to resume full-time work, they must promptly return. Any previously approved SLP hours become null upon receiving clearance and any remaining approved unused balance reverts back to the Shared Leave Pool.
- c. Full-time employees receiving a medical release for return to work on a part-time basis (i.e., fewer hours per day per week than the regular work schedule), may continue to use SLP Committee approved donated leave for the balance of the regular work schedule until medically released for full duty or until approved SLP hours are exhausted.
- d. If intermittent leave is required, ~~unused~~ approved SLP benefits may be provided on an as-needed basis until the employee has been approved by their attending physician to return to work full-time. Leave can be taken intermittently.
- e. It is not possible to make back-payments to a SLP recipient who may have already taken some leave without pay. Donated time will be available for use by the recipient in accordance with regular payroll procedures and deadlines.
- f. SLP hours may not be converted to cash.
- g. The estate of a deceased employee is not entitled to payment for approved unused SLP hours.
- h. If an employee earns additional leave benefits while drawing from the SLP, employee must use those hours before additional SL pool hours are used.
- i. Eligible employees must apply for FMLA leave in conjunction with leave used from the SLP.

## B. Requesting leave

- a. Employees will request leave from the SLP at the My Missouri State portal. Designees for the employee may request leave by completing the Request for SLP Leave available in the office of human resources.
- b. Any employee requesting leave from the SLP must provide a HIPAA release form provided by HR and appropriate documentation:

1. ~~an attending~~Attending physician's statement indicating the reason for the leave, beginning date of health condition and anticipated date employee will be able to return to work. ~~These forms will be provided by the office of human resources.~~
2. Birth certificate, adoption certificate, or legal placement agreement.

- c. After receiving a completed application, the office of human resources will verify the employee's eligibility and status, including current accumulated leave and will notify the Committee of the need to meet. Immediately prior to the committee meeting, the eligibility will be reviewed, updated if necessary, and confirmed.
  - d. The human resources representative will notify the employee of the decision within five (5) business days of a decision by the committee.
  - e. ~~If the application is approved~~Upon approval, the office of human resources will make the transfer of hours from the university's SLP to the employee's leave balance. The time sheet or leave request should be submitted with hours designated as shared leave at the recipient employee's rate of pay. Shared Leave time may not be recorded for payroll purposes until the application has been approved.
  - f. The application form may be submitted up to 30 days in advance of need.
- C. Donation of leave

- a. An employee wishing to donate vacation leave to the shared leave donation bank will submit their donation online through the portal at My Missouri State.
- b. ~~After receiving a donation form, the office of human resources will verify the employee's eligibility and status, including current accumulated vacation leave balances and, upon verification, transfer donated vacation leave from employee's balance to the SLP.~~HR reserves the right to ask employees separating employment from the University to donate unused vacation leave to the SLP.
- c. ~~The office of human resources will, upon completing an exit interview at the time an employee ends his or her employment with Missouri State University, ask the employee if he or she wishes to donate vacation leave to the SLP.~~

#### 7.19.7 Qualifying events

- Incapacity due to pregnancy, prenatal medical care or child birth
- To care for the employee's child after birth, or placement for adoption or foster care
  - 80 hours outlined under parental leave (paragraph 7.19.4-D)
- To care for the employee's spouse, sponsored dependent, son, daughter or parent, who has a serious health condition.
- For a serious health condition that makes the employee unable to perform the employee's job
- Bone marrow and organ donations (employee donating)

## 8.8 Emeritus status

Appointment to Emeritus status is granted as a result of meritorious service to the university. To be eligible for consideration for Emeritus status, an employee must satisfy the following requirements: (1) be in retirement status from the university, must have completion of at least 10 years of full-time service in a full-time regular position or to Missouri State University and (2) retirement or disability status at Missouri State University or (3) an exception granted by the President, and must have the approval of the appropriate administrative officials and the Board of Governors.



#### 9.4 Disciplinary guidelines

Employees whose work performance does not meet required standards or who violate rules, regulations or policies of the university, as determined by a review of the available evidence, may be disciplined according to the seriousness or repetition of the violation. While formal disciplinary steps usually are not required for dismissal of probationary or part-time employees, supervisors and department heads must contact the office of human resources regarding appropriate dismissal procedures for all employees including probationary or part-time employees before taking such action.

Certain actions can cause employees to be disciplined, including but not limited to the following:

- Insubordination.
- Refusal to obey directions or accept assignments; refusal to work required overtime.
- Inefficiency, incompetency or inability in the performance of duties.
- Careless workmanship or negligence in the performance of duties.
- Disregarding safety and/or security regulations.
- "Horseplay" which endangers self or other employees.
- Sleeping, loitering or loafing during working hours.
- Reporting to work under the influence of drugs or alcohol; refusal to consent to drug or alcohol testing.
- Unlawful manufacture, distribution, dispensing, possession or use of controlled substances on university property or as part of university activities.
- Unauthorized possession, use or distribution of alcohol on university property or in conjunction with university activities.
- Excessive, unnecessary or unauthorized use of university supplies, materials, equipment or vehicles particularly for personal purposes.
- Unauthorized use or misuse of all computer systems, equipment and software.
- Careless, negligent or improper use of university property including official vehicles.
- Conducting personal business during work hours.
- Excessive or unauthorized use of telephones.
- Habitual or flagrant improper use of leave privileges; failure to return from approved leave of absence.
- Continual tardiness or chronic absenteeism; failure to notify supervisor of absence.
- Leaving the job during working hours without permission.

- Fraudulent acts, dishonesty or misrepresentation including falsifying employment application or work records or other university work records: including their own or another employee's work record such as falsifying time records.
- Conviction of a criminal act or illegal activity reasonably related to conduct relevant to the workplace.
- Failure to report an arrest for a felony, a misdemeanor (excluding traffic violations), or any drug, alcohol, or sex-related offense within five (5) days to Human Resources.
- Fighting or using obscene, abusive or threatening language or gestures.
- Theft or not reporting one's knowledge of theft of university property.
- Gambling during working hours.
- Unauthorized possession of ammunition, firearms, explosive weapons or other weapons or weapons components as defined in Missouri Revised Statutes Section 571.010 (1), (2), (3), (4), (6), (7), (8), (9), (10), (12), (13), (14), (15), (16), (18), (19) and (20) on university premises or while on university business. Authorization to possess such items on university property may be granted by the director of university safety or his/her designee.
- Viewing, creating and/or distributing pornographic materials while at work or utilizing university resources.
- Violating the university's policies prohibiting discrimination and/or harassment.
- Violating university rules, policies, regulations or departmental work rules.
- Unauthorized release of confidential information from official records.
- Disorderly or immoral conduct on the university premises.
- Smoking where prohibited.
- Misconduct off duty which reflects discredit on or causes embarrassment to the university or to the State of Missouri.

IX.

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 the Finance and Facilities 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(17). “Confidential or privileged communications between a public governmental body and its auditor,...”