

BOARD OF TRUSTEES MEETINGS

December 6, 2024

8:15 a.m. Business & Finance Committee
Student Affairs Committee
Academic Affairs Committee
Audit Committee

No earlier than

9:15 a.m. Board Meeting

Meeting video: <https://www.apsu.edu/board-of-trustees/archived-videos.php>

BUSINESS & FINANCE COMMITTEE

December 6, 2024

October revised budget for fiscal year 2024-2025

Revenue/Funds Available

Education and General	Proposed	Revised
Prior Year Designated Retained Funds		\$ 4,747,100
Tuition and Fees	\$ 86,066,900	87,546,000
State Appropriations	77,109,900	76,654,500
Grants and Contracts	1,142,400	1,143,600
Sales & Services of Educational & Other Activities	6,687,100	7,082,700
Other Sources	3,019,400	3,086,700
Auxiliary Enterprises		
Sales & Services of Auxiliary Enterprises	15,449,000	15,449,000
Total Revenues	\$ 189,474,700	\$ 195,709,600

Expenditures and transfers by function

Education and General	Proposed	Revised
Instruction	\$ 78,296,300	\$ 79,098,100
Research	657,500	1,089,400
Public Service	209,600	1,241,000
Academic Support	12,616,400	13,851,800
Student Services	29,775,300	31,595,600
Institutional Support	15,566,300	15,975,600
Operation and Maintenance of Plant	15,269,000	16,048,200
Scholarships and Fellowships	18,147,200	18,972,800
<u>Transfers</u>		
Principal and Interest	2,132,400	2,132,400
Renewal and Replacement	385,000	385,000
Unexpended Plant	422,200	322,200
Other Funds	548,500	(451,500)
Auxiliary Enterprises		
Expenditures	9,201,400	9,236,500
<u>Transfers</u>		
Principal and Interest	3,789,300	3,789,300
Renewal and Replacement	2,381,400	2,346,300
Other Funds	76,900	76,900
Total Expenses	\$ 189,474,700	\$ 195,709,600

Designation of Quasi-Endowments

- The State Comptroller's Office has recommended that certain university endowment funds be designated as quasi-endowments.
- The quasi-endowment designation would allow the University Board to manage these funds according to the current spending policy of endowments, 7:006, which ensures sustainable growth and support for the ongoing objectives of the funds by maintaining the corpus of the funds in accordance with their original intended purposes.
- What is a quasi-endowment?
 - These funds are “crowd funded” as compared to a traditional endowment which has a particular donor.

MUC Dining Facility Renovation

- \$3.1 million renovation for new and expanded food offerings.
- Chick-fil-A will be expanding services into the entire space of the former Caf.
- Costs will be covered by Sodexo as part of APSU's food service agreement.
- The work is expected to begin in the spring of 2025 and be complete by the fall semester of 2025.

MUC Dining Facility Renovation



Event Center Renovation

- The former Jenkins & Wynne Truck Center will be completely refurbished into the APSU Event Center.
- The cost is not to exceed \$5 million.
- The design phase of the project will begin once adequate funds are raised.

Event Center Renovation



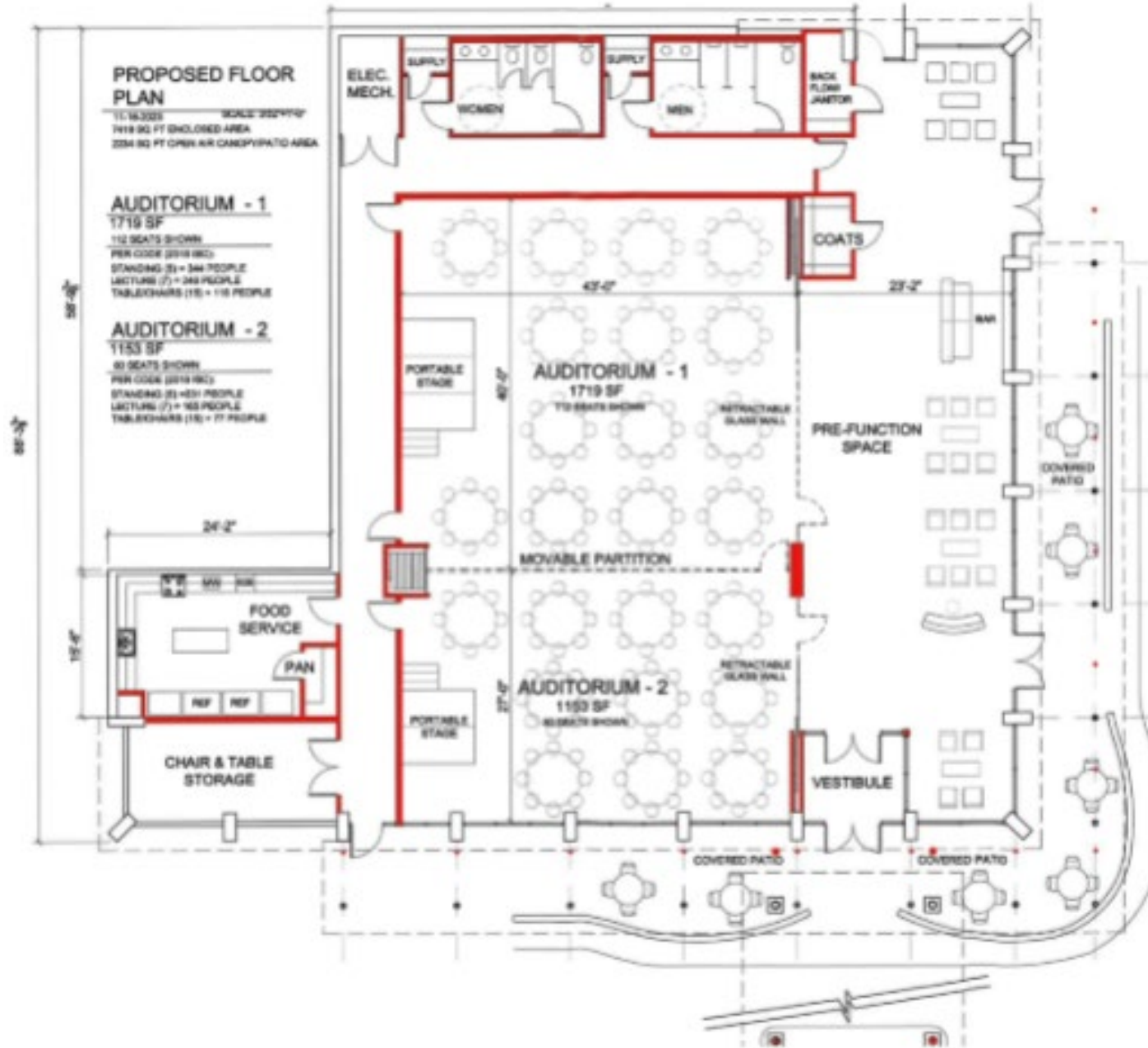
A6

Project No. 1254.17
Issued Date 00.00.2023
Drawn By BMM
Reason Date
Revision Date
Design Date

EVENT CENTER
AP AUSTIN PEAY
STATE UNIVERSITY
EXTERIOR VIEW

LYLE · COOK · MARTIN
ARCHITECTS
310 Franklin Street / Clarksville, TN 37040
TEL 931.652.4771 / email: mclumick@lylecookmartin.com

Event Center Renovation



Policy 1:029 Generative artificial intelligence

- [Appendix A](#) contains helpful tips for prohibited use of GAI at APSU:
 - No protected data such as FERPA, HIPPA, employee reviews, intellectual property not publicly available, material under confidential review, information subject to export control
 - Nothing that could be used to create malware/spam/phishing/cyber scams
 - No generation of sexual harassment, stalking, illegal discrimination
 - Nothing that breaks a law, APSU policy/rules/guidelines, or violates licensing or contracts
 - Nothing that infringes on a copyright or other intellectual property right

STUDENT AFFAIRS COMMITTEE

December 6, 2024

Student affairs committee

- No action items
- Information items:
 - Student Trustee selection process has begun
 - Career success center reorganization is underway
 - ENGAGE! The student affairs strategic plan updates

Student Engagement



170+

Events &
Programs

13K+

Program
Attendance

28K+

Foy Center
Visits

90%+

Occupancy
Rate

Student Care & Service



\$13K+
Gov
Emergency
Funds

480+
Counseling
Sessions

1K+
Health Center
Visits

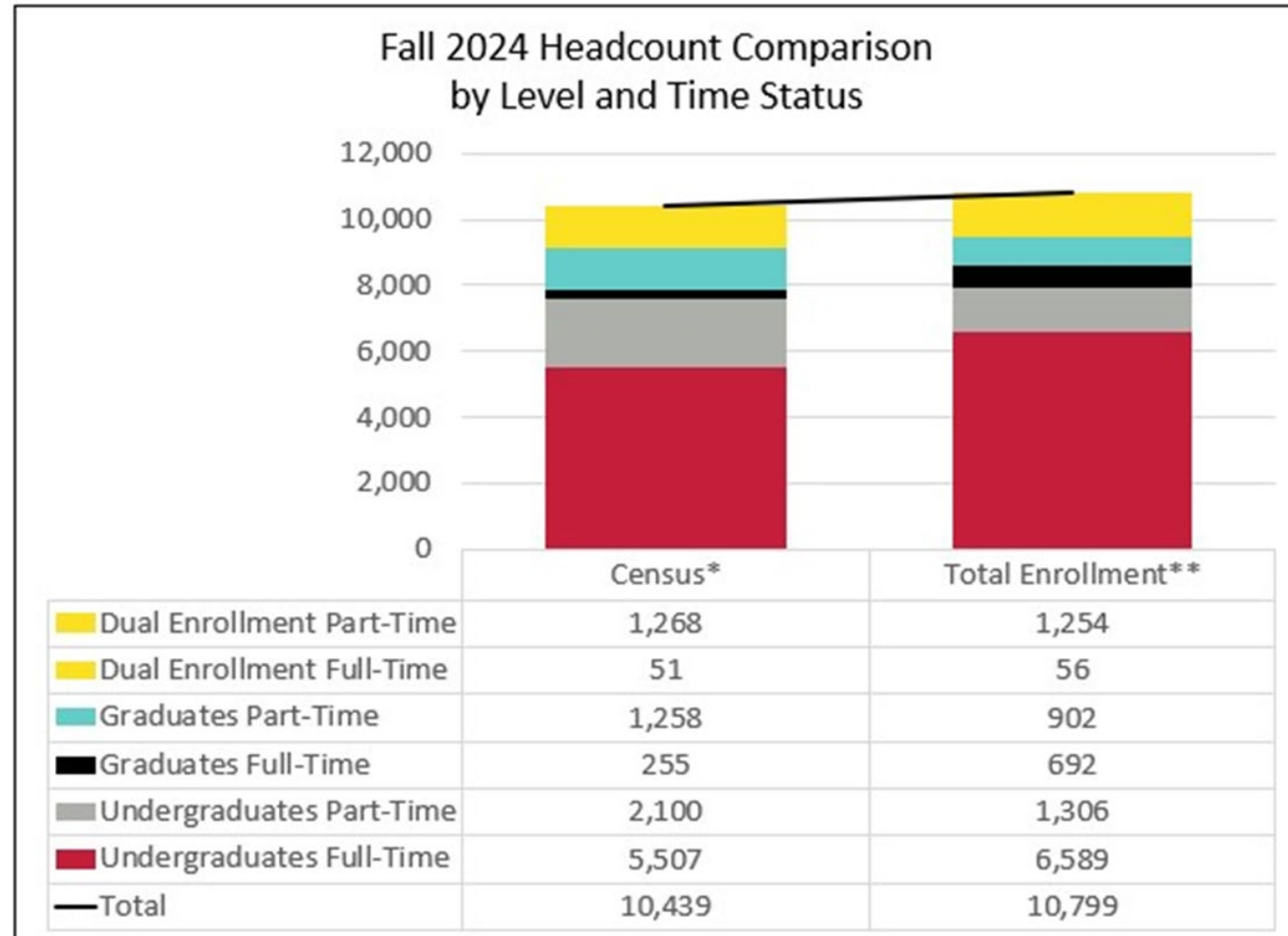
850+
Food Pantry
Visits

ACADEMIC AFFAIRS COMMITTEE

December 6, 2024

Academic affairs committee

- Policy [1:028 Accreditation](#)
- Supplemental fall enrollment (including B term)



*Census is from the official enrollment file based on the 14th day of Fall, September 8, 2024.

**Total Enrollment is an unofficial count of all enrollment for Fall 2024 in Banner as of November 8, 2024. Supplemental enrollment in part of term B is included in this number. This number may differ from official end of term data.

AUDIT COMMITTEE

December 6, 2024

Gramm-Leach-Bliley Act (GLBA)

Federal law to control how financial institutions deal with the private information of individuals. This law also applies to higher education institutions.

Safeguards Rule

Stipulates that institutions must implement security programs to protect private financial information.

❖ Annual Updates

- IT Risk Register
- Cyber Incident Response Plan and tabletop exercise
- Disaster Recovery Plan
- Information Security Program
- IT Security Program and Plan
- Mandatory Annual Information Security Training
- Penetration test performed by third party

New Controls Completed in 2024

- Increased security communications with students
- Training for staff who repeatedly fail simulated fishing attempts
- Reconfigured shared mailboxes to be more secure
- Completed the Cyber Quotient Assessment

INTERNAL AUDIT FOLLOW-UP REPORTS

- ❖ Travel: audit objective was achieved and adequate controls are in place to ensure that travel expenses are paid in compliance with APSU policy.
- ❖ Student counseling services: now in compliance with state law requiring the office to send the campus suicide prevention plan to all faculty, staff, and students once per semester.
- ❖ Review of President's budget

Austin Peay State University
Audited FY24 President's Expense Report
Summary of the President's Expenses
For the Period July 1, 2023 to June 30, 2024

	Supplemental Schedule	President's Budgetary Accounts		Other Accounts		External Sources	Total
		Institutional	Foundation	Institutional	Foundation		
President:							
Salary and Benefits		\$ 453,657.51	\$ -	\$ -	\$ -	\$ -	\$ 453,657.51
Incentive Payment		38,500.00	-	-	-	-	38,500.00
Discretionary Allowance		5,000.04	-	-	-	-	5,000.04
Vehicle Allowance		8,400.00	-	-	-	-	8,400.00
Other Allowances		-	-	-	-	-	-
Salary, Benefits & Other Payments		<u>505,557.55</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>505,557.55</u>
Travel	A	7,945.74	1,268.96	2,335.34	754.13	-	12,304.17
Business Meals and Hospitality	B	6,667.17	23,490.64	14,190.67	5,334.76	-	49,683.24
Other Expenses	C	116,679.05	24,333.14	30,980.61	4,000.00	-	175,992.80
Total Expenses for the President		<u>636,849.51</u>	<u>49,092.74</u>	<u>47,506.62</u>	<u>10,088.89</u>	<u>-</u>	<u>743,537.76</u>
President's Office:							
Salary and Benefits		88,947.47	-	-	-	-	88,947.47
Travel		952.94	-	550.00	-	-	1,502.94
Business Meals and Hospitality		-	-	-	-	-	-
Other Expenses		5,442.32	9.36	-	-	-	5,451.68
		<u>95,342.73</u>	<u>9.36</u>	<u>550.00</u>	<u>-</u>	<u>-</u>	<u>95,902.09</u>
Total Expenses		<u>\$ 732,192.24</u>	<u>\$ 49,102.10</u>	<u>\$ 48,056.62</u>	<u>\$ 10,088.89</u>	<u>\$ -</u>	<u>\$ 839,439.85</u>

Additional Disclosure:

Incentive Payment - The Board of Trustees Executive Committee approved the President's Incentive Payment for 2023-2024 on March 22, 2024.

*Audited supplemental schedules available on request.

Report Objective: In accordance with TCA 49-14-104, this is a report of expenses made by, at the direction of, or for the benefit of the president for the period and includes expenses from the president's institutional operating budget, as well as any discretionary expenses from unrestricted gifts, foundation funds, athletic funds, sponsorship fees, licenses and royalty funds, and other such funds that would not be included in the operating budget for the president's office for the period indicated. This summary report includes two sections, one for the expenses made by, at the direction of, or for the benefit of the president and the other for the remaining expenses of the president's office.

BOARD OF TRUSTEES MEETING

December 6, 2024



Allied Health Sciences

Campus Spotlight

Department of Allied Health Sciences



Jane Semler
Professor



Perry Scanlan
Department Chair & Professor



Heather Phillips '07
Assistant Professor



Avery Tibbs
Assistant Professor



Eleanor Jator '05
Professor

Medical Laboratory Science

Department of Allied Health Sciences



Jennifer Thompson '06, '09, '17
Professor



Terri Crutcher
Assistant Professor



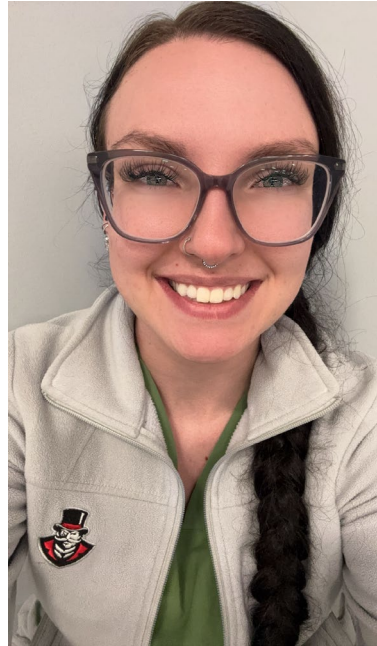
Samantha Robinson '20
Assistant Professor

Radiologic Science

Department of Allied Health Sciences



Julie McKinney
Director



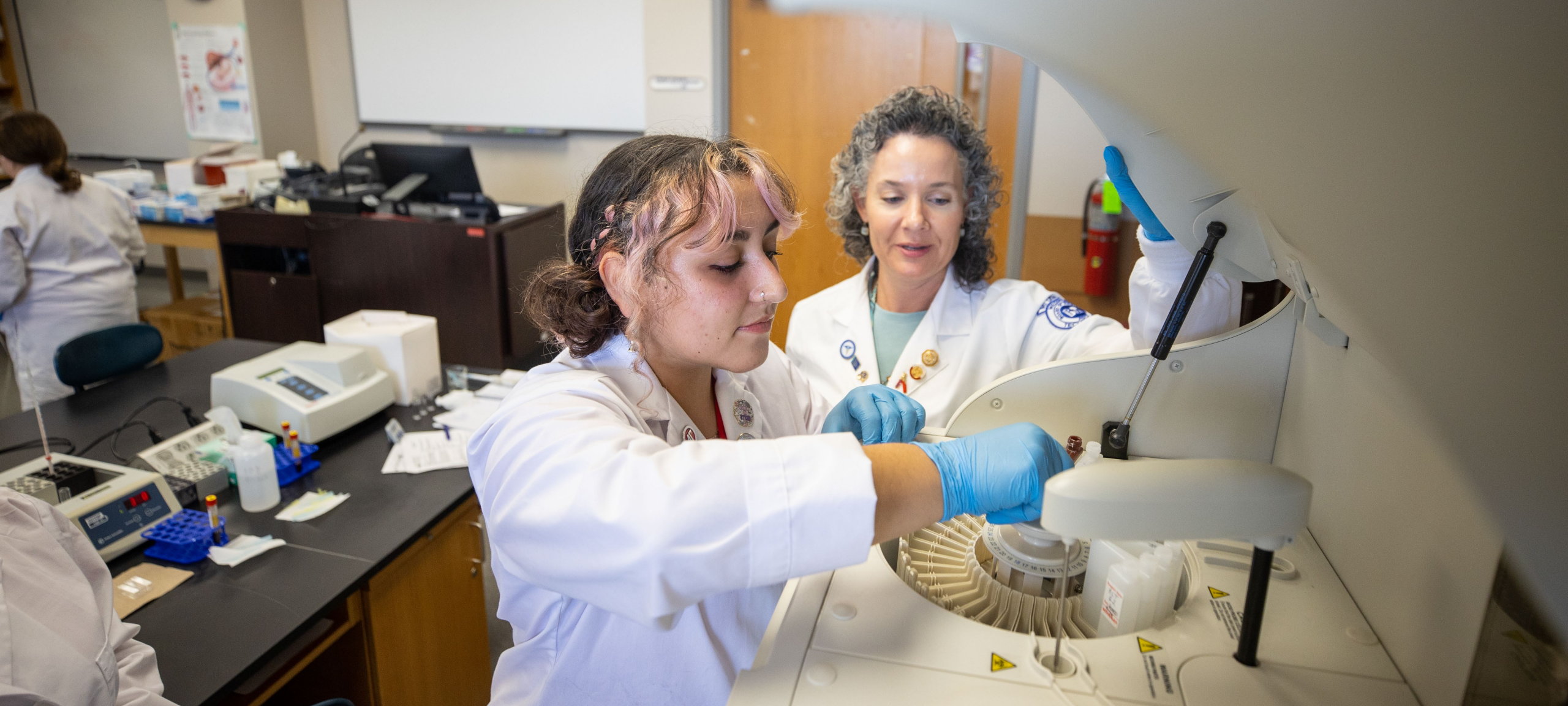
Hailey Jaramillo '22
Medical Laboratory Scientist



Rhonda Mosier
Administrative Assistant to the Chair



Health Professions Building – New Home



**Medical Laboratory Scientists
Perform Translational Medicine**



Radiologic Science: The Science of Medical Imaging



**Phlebotomy Program Partnership with
Professional and Workforce Development Center**



**Community Activities:
Elementary & High School Career Days, Health Screening**

Board meeting

- Contracts approved

<u>Contractor</u>	<u>Description of Contract</u>	<u>Department</u>	<u>Yearly Amount</u>	<u>Start Date</u>	<u>End Date</u>	<u>Competitive</u>	<u>Notes</u>
Storbeck Search LLC	National Search for Provost position.	Presidents Office	\$75,000	8/29/2024	12/31/2024	Yes	Cooperative; VASCUPP 2292450
Coursedog Inc	This product will be used in place of SYASECT and will streamline course & campus event scheduling in one centralized solution. It will also provide academic operations analytics.	Office of the Registrar	Year 1 = \$130,001 Year 2 = \$71,633 Year 3 = \$77,364 Year 4 = \$85,553 Year 5 = \$90,237 Total = \$452,788	8/31/2024	8/30/2029	Yes	Cooperative; Northern Arizona University
Pyro Shows Inc.	Fireworks for 2024 Football Games	Athletics	\$60,000	9/1/2024	6/30/2025	Yes	Cooperative; UT RFP Solicitation#3907229
Air Charter Service Delaware Inc.	Charter flight for FB to Utah	Athletics	\$136,981.46	10/18/2024	10/19/2024	No	Sole Source
YuJa Inc.	YuJa Panorama	Distance Education	Year 1 = \$44,348.09 Year 2 = \$47,010.05 Year 3 = \$49,830.65 Year 4 = \$52,820.51 Year 5 = \$55,989.70 Total = \$249,999	10/30/2024	10/29/2029	No	Sole Source
EMS Software LLC	Event Management System (EMS) annual maintenance contract for campus scheduling software. Contracted services include: EMS Campus Maintenance, EMS Cloud Hosting Services, and EMS Master Calendar Maintenance.	University Facilities	\$53,820.57	11/1/2024	10/31/2025	No	Sole Source
Watermark Insights LLC	Watermark Faculty Success - Faculty Accomplishments, Web Profiles, and RPT assist with tracking faculty accomplishments for various review processes, including RTP processes and annual faculty evaluations. Faculty Success modules, sans Web Profiles, are being used currently at APSU.	Academic Affairs	Year 1 = \$79,152 Year 2 = \$76,376.93 Year 3 = \$78,668.24 Year 4 = \$81,028.28 Year 5 = \$83,459.12 Total = \$398,684.93	12/10/2024	12/9/2029	Yes	Cooperative; VASCUPP LU 214-16-009

BOARD SELF-ASSESSMENT
