



Business and Finance Committee Meeting Minutes		
11.30.2017	2:07 p.m.	317 College Street, Clarksville, TN 37040
Meeting Type	Business and Finance Committee Meeting	
Note taker	McCartney Andrews	
Attendees	Mr. Billy Atkins (chair)	Yes
	Ms. Katherine Cannata	No
	Mr. Larry Carroll	Yes
	Mr. Don Jenkins	Yes
	Dr. Gary Luck	Yes
	Mr. Mike O'Malley (ex-officio)	Yes
	Mr. Mitch Robinson (ex-officio)	Yes
<p>The meeting was called to order by Trustee Atkins at 2:07 p.m. Trustee Atkins thanked Ryan Ivey for all his hard work. The Volleyball team will be traveling to the NCAA tournament and won the OVC tournament.</p>		
Consideration of the October Revised Budget for Fiscal Year 2017-2018		
Discussion	<p>Trustee Atkins recognized Mr. Robinson, Vice President for Finance and Administration, to present information regarding the October revised budget for fiscal year 2017-2018. Mr. Robinson discussed the revenues and expenses for unrestricted educational and general and auxiliaries by natural classification and by function. The increases in revenue are due to enrollment and state appropriations for increased expenses for the state retirement participants. The expenditures increased primarily due to the increase in retirement costs and a reclassification of athletic scholarship expenses from the student service function to the scholarships and fellowships function. Mr. Robinson stated that the University staff had reviewed and supported the approval of the October revised budget for fiscal year 2017-2018.</p> <p>A motion was made by Trustee Carroll to approve the October revised budget for fiscal year 2017-2018. Trustee Luck seconded the motion.</p>	
Conclusions		

A roll call vote was taken to approve the October revised budget for fiscal year 2017-2018 and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

Consideration of Campus Facilities Master Plan

Discussion

Trustee Atkins recognized Mr. Art Lidsky to present information regarding the Campus Facilities Master Plan. Mr. Lidsky presented the revised 2017 Campus Facilities Master Plan to the Committee. This is a revision to the 2013 Campus Facilities Master Plan.

Mr. Lidsky discussed the space utilization for classrooms, laboratories, and studios at APSU compared to the THEC guidelines. The new Art and Design building was also included and showed how APSU was at capacity for classroom space. A list of possible construction, remodels, and demolitions was presented. A proposed Health Professions Building is included in the plan. The proposed square footage of the new building is 113,100 square feet.

A concept of the Campus Facilities Plan 2017 was shown with the proposal of the new Health Professions building, Student Success building, and other possible renovations and demolitions for the University. The property across College Street is being proposed as mixed use for housing, retail or other uses that are beneficial for the University.

A motion was made by Trustee Luck to approve the Campus Facilities Master Plan. Trustee Jenkins seconded the motion.

Conclusions

A roll call vote was taken to approve the Campus Facilities Master Plan and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

Consideration of Campus Property Acquisitions

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the campus property acquisition of 239 Georgia Avenue. Mr. Robinson stated that

there are sufficient funds for the university to purchase the property. Mr. Robinson stated that the property is in close proximity to campus and a part of the campus facilities master plan.

A motion was made by Trustee Carroll to approve the property acquisition. Trustee Jenkins seconded the motion. There was a discussion about the location of the property and intent of the property. There was a discussion about how the University acquires property.

Conclusions	
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A roll call vote was taken to approve the property acquisition and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

Consideration of Institutional Refunds Rule

Discussion	
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Trustee Atkins recognized Ms. Dannelle Whiteside, Secretary to the Board, to present information regarding the Institutional Refunds rule. Ms. Whiteside stated that the institutional refund policy needs to be promulgated into a rule due to it affecting the rights of third parties.

A motion was made by Trustee Jenkins to approve the Institutional Refunds rule. Trustee Carroll seconded the motion.

Conclusions	
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A roll call vote was taken to approve the Institutional Refunds rule and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

Consideration of Use of University Property Rule

Discussion	
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Trustee Atkins recognized Ms. Whiteside to present information regarding the Use of University Property rule. Ms. Whiteside stated that the Use of University Property Policy needs to be promulgated into a rule. Ms. Whiteside stated that the rule mirrors the policy.

A motion was made by Trustee Carroll to approve the Use of University Property rule. Trustee Jenkins seconded the motion.

Conclusions

A roll call vote was taken to approve the Use of University Property rule and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
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N/A		
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Consideration of Classifying Students In-State and Out-of-State Rule

Discussion

Trustee Atkins recognized Ms. Whiteside to present information regarding the Classifying Students In-State and Out-of-State rule. Ms. Whiteside stated that Classifying Students In-State and Out-of-State policy was approved at the March Board meeting and needs to be promulgated into a rule. Ms. Whiteside stated that the rule mirrors the policy.

A motion was made by Trustee Jenkins to approve the Classifying Students In-State and Out-of-State rule. Trustee Luck seconded the motion.

Conclusions

A roll call vote was taken to approve the Classifying Students In-State and Out-of-State rule and was passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
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N/A		
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Review THEC Recommendations

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the THEC recommendations. Mr. Robinson stated that THEC has recommended state funding for APSU for fiscal year 2018-2019 for \$47,247,800, which is an increase of \$2,626,100 from last year. There was a discussion about other institutions and their funding recommendations. THEC has set the preliminary binding tuition range at 0 to 3 percent for fiscal year 2018-2019. Information was presented on what a 0, 1.5, and 3 percent tuition increase would be. There was a discussion about APSU advertising being the second lowest in the state for tuition and fees. In addition, APSU has received recommendation for funding for two capital maintenance projects and one disclosed project for fiscal year 2018-2019 that the

Board of Trustees approved at the September meeting. APSU did not receive a recommendation from THEC for funding for the Health Professions Building.

Conclusions

There was no vote taken on this item.

Follow-up Items

Person

Deadline

N/A

Adjourn

Discussion

Trustee Atkins moved to adjourn the meeting. Trustee Jenkins seconded the motion. The meeting adjourned at 3:03 p.m.