



Business and Finance Committee Meeting Agenda

Austin Peay State University

317 College Street

Clarksville, TN 37040

June 7, 2018

Call to Order

Roll Call/Declaration of Quorum

Action Items

- A. Consideration of the Mandatory Fee Increases for the 2018-2019 Academic Year
- B. Consideration of a Tuition Increase for the 2018-2019 Academic Year
- C. Consideration of the Differential Tuition Rate for the Graduate Executive Education Programs
- D. Consideration of the Estimated Budget for the 2017-2018 Fiscal Year and Proposed Budget for the 2018-2019 Fiscal Year
- E. Consideration of the Capital Outlay and Maintenance Requests for the 2019-2020 Fiscal Year

Information Items

- A. Review of the University's Organizational Chart

Adjourn

Agenda Item: A.

Date: June 7, 2018

Subject: Consideration of Mandatory Fee Increases for the 2018-2019 Academic Year

Action Recommended: Approval by Roll Call Vote

Background Information:

Under Board Policy 1:021 (Fees, Charges, Refunds, and Fee Adjustments), the Board of Trustees must approve all University fees. The proposed 2018-2019 fee changes are for select mandatory fees.

Proposed Implementation Date: Fall 2018

Item Details:

See attachment for a list of proposed increases for mandatory fees for the 2018-2019 academic year.

**Austin Peay State University
Proposed Mandatory Fees
Academic Year 2018 - 2019**

Fee Proposed	Current Rate Per Semester	Proposed Rate Per Semester	Increase/ Decrease
Health Services	\$30	\$38	\$8
Recreation	\$60	\$75	\$15
Graduation*	\$0	\$4	\$4

*Currently a non-mandatory fee that students pay when they apply to graduate.

Agenda Item: B.

Date: June 7, 2018

Subject: Consideration of Tuition Increase for the 2018-2019 Academic Year

Action Recommended: Approval by Roll Call Vote

Background Information:

In November 2017, the Tennessee Higher Education Commission (THEC) recommended a maximum of a 3% increase for tuition and fees for Tennessee's public higher education institutions. The University is requesting approval for a 2.87% tuition increase and a 3.53% increase in mandatory fees for the 2018-2019 academic year.

Proposed Implementation Date: Fall 2018

Item Details:

The additional revenue combined with the increase in state appropriations will be used as follows:

- Compensation
- Scholarships
- Operating Expenses
- Benefits

Agenda Item: C.

Date: June 7, 2018

Subject: Consideration of the Differential Tuition for the Graduate Executive Education Programs

Action Recommended: Approval by Roll Call Vote

Background Information:

Nationwide, executive education programs have emerged as a popular education platform for working professionals seeking a less conventional classroom experience. Executive education allows for working professionals to become immersed in a learning environment and collaborate with other working professionals on group-learning and project-based learning under the leadership of an expert and experienced instructor.

Proposed Implementation Date: Fall 2018

Item Details:

APSU's executive education will predominantly follow a hybrid delivery model. Most of the learning will occur online with students coming to the Executive Education Center for focused days of face-to-face learning.

The proposed rate for the graduate executive education tuition is \$627 per credit hour. The executive education tuition will be used to provide services associated with executive education models. These additional services include:

- Books and ancillary materials
- Use of the Executive Education Center
- Guest speakers for the face-to-face events
- Hiring expert instructors for the course

Based on an analysis of similar programs, the proposed executive education tuition rate will be revenue neutral.

Agenda Item: D.

Date: June 7, 2018

Subject: Consideration of the Estimated Budget for the Fiscal Year 2017-2018 and Proposed Budget for Fiscal Year 2018-2019

Action Recommended: Approval by Roll Call Vote

Background Information:

Under Board policy 1:022 (*Budget Principles and Control*), the original budget for each fiscal year is known as the *Proposed Budget* and is prepared in the spring of each year. This budget is based on the level of state funds recommended in the Governor's proposed budget as well as early estimates of factors such as enrollment growth, research activities, and availability of federal funds. The *Proposed Budget* is submitted to the Board for approval at the Summer Board meeting. The *October Revised Budget* is prepared in the fall of each year and is submitted to the Board for approval at the Winter Board meeting.

The *Estimated Budget* is the final budget submitted for each fiscal year. It includes final adjustments to the current year budget and is the budget against which final year-end actual amounts are compared. It is prepared, submitted, and considered by the Board at the same time as the *Proposed Budget* for the upcoming fiscal year.

The purpose of this agenda item is to consider for approval both the *Estimated Budget* for Fiscal Year 2017-18 and the *Proposed Budget* for Fiscal Year 2018-19

Proposed Implementation Date:

July 1, 2018

Item Details:

See attachment.

Austin Peay State University
Comparison of Revised, Estimated, and Proposed Budget
Fiscal Years 2017-2018 and 2018-2019

Revenues

Education and General	Revised Budget	Estimated Budget	Proposed Budget
	FY 2017-2018	FY 2017-2018	FY 2018-2019
Tuition and Fees	\$ 82,399,400	\$ 83,071,100	\$ 84,101,700
State Appropriations	44,621,700	44,621,700	47,403,200
Grants and Contracts (IDC)	225,000	225,000	225,000
Sales and Services of Other Activities	7,096,900	7,143,500	7,202,400
Other Sources	384,700	406,400	445,900
Auxiliary Enterprises			
Sales & Services of Auxiliary Enterprises	13,463,000	13,463,000	14,017,500
Total Revenues	\$ 148,190,700	\$ 148,930,700	\$ 153,395,700

Expenditures and Transfers by Function

Education and General	Revised Budget	Estimated Budget	Proposed Budget
	FY 2017-2018	FY 2017-2018	FY 2018-2019
Instruction	\$ 61,145,500	\$ 61,543,100	\$ 62,941,300
Research	648,800	619,500	564,900
Public Service	396,700	643,700	554,100
Academic Support	9,260,400	9,384,700	9,847,800
Student Services	22,419,300	22,565,000	23,133,900
Institutional Support	12,453,700	12,305,700	13,096,000
Operation and Maintenance of Plant	14,181,200	14,151,100	14,483,300
Scholarships and Fellowships	11,237,700	11,290,500	11,425,500
Transfers			
Principal and Interest	2,800,000	2,870,700	2,875,900
Unexpended Plant	-	50,000	-
Renewal and Replacement	235,000	235,000	235,000
Other Funds	296,400	225,700	220,500
Auxiliary Enterprises			
Expenditures	6,998,600	6,998,600	7,388,000
Transfers			
Principal and Interest	4,488,500	4,488,500	4,458,400
Renewal and Replacement	1,575,900	1,575,900	1,717,800
Other Funds	400,000	400,000	453,300
Total Expenses	\$ 148,537,700	\$ 149,347,700	\$ 153,395,700

Expenditures and Transfers by Natural Classification

Education and General	Revised Budget	Estimated Budget	Proposed Budget
	FY 2017-2018	FY 2017-2018	FY 2018-2019
Salaries	\$ 67,254,100	\$ 67,247,900	\$ 71,409,300
Employee Benefits	27,632,300	27,665,300	28,960,600
Operating Expenses	36,856,900	37,590,100	35,676,900
Transfers	3,331,400	3,381,400	3,331,400
Auxiliary Enterprises			
Salaries	1,556,100	1,556,100	1,750,300
Employee Benefits	418,200	418,200	497,700
Operating Expenses	5,024,300	5,024,300	5,140,000
Transfers	6,464,400	6,464,400	6,629,500
Total Expenses	\$ 148,537,700	\$ 149,347,700	\$ 153,395,700

Agenda Item: E.

Date: June 7, 2018

Subject: Consideration of the Capital Outlay and Maintenance Requests for the 2019-2020 Fiscal Year

Action Recommended: Approval by Roll Call Vote

Background Information:

As the coordinating body for higher education in Tennessee, the Tennessee Higher Education Commission (THEC) engages with institutions and governing boards on capital investments through its role to develop and approve recommendations for capital outlay and maintenance funding. THEC identifies capital investment needs and determines priorities for those investments to be considered by the Governor and the General Assembly as part of the annual appropriations act. APSU will submit to THEC a capital outlay request for a new Health Professions Building, two capital maintenance projects, and four disclosed projects for the fiscal year 2019-2020.

Proposed Implementation Date: Fiscal Year 2019 – 2020

Item Details:

To meet the demands of growing academic programs in Nursing, Psychological Sciences and Counseling, Allied Health Sciences, Social Work, and Health & Human Performance, APSU is submitting a capital outlay request for a Health Professions Building for fiscal year 2019-2020. APSU will also submit maintenance outlay requests for steam and chilled water piping replacement and central plant mechanical updates. APSU will submit disclosed projects for the Hayes House renovations, Miller Hall elevator, Browning Administration Building elevator, and Sevier Hall restroom upgrades.



Fiscal Year 2019-2020 Capital Budget Requests

Outlay Request	
Health Professions Building & Migration Space State Outlay Request	\$71,685,000
APSU Match	\$7,965,000
Total	\$79,650,000
Maintenance Requests	
Browning/Library Steam Piping Replacement	\$2,420,000
Central Plant Steam Piping Replacement	\$1,250,000
Disclosed Projects	
Hayes House Renovations	\$2,000,000
Miller Hall Elevator Installation	\$850,000
Browning Administration Building Elevator Installation	\$850,000
Sevier Hall Restroom Upgrades	\$1,500,000

Information Item: A.

Date: June 7, 2018

Subject: Review of the University's Organizational Chart

Action Recommended: Informational Item

Background Information:

In April, during the University's budget cycle, the University's organizational chart is reviewed and updated as appropriate.

Proposed Implementation Date: July 1, 2018

Item Details:

See attached.

AUSTIN PEAY STATE UNIVERSITY • ORGANIZATIONAL CHART
Effective July 1, 2018

