



Business and Finance Committee Meeting		
6.7.2018	2:09 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	Yes
	Mr. Larry Carroll	Yes
	Mr. Don Jenkins	Yes
	Dr. Gary Luck	No
	Mr. Mike O'Malley (ex-officio)	Yes
	Mr. Mitch Robinson (ex-officio)	Yes
	Dr. Alisa White, President	Yes
	Dannelle Whiteside, General Counsel and Secretary to the Board	Yes
The meeting was called to order by Trustee Atkins at 2:09 p.m.		
Consideration of the Mandatory Fee Increases for the 2018-2019 Academic Year		
Discussion		
<p>Trustee Atkins recognized Mr. Robinson, Vice President for Finance and Administration, to present information regarding mandatory fees for the 2018-2019 academic year. Mr. Robinson stated that there are three proposed mandatory fees, including a proposed increase of \$8 per semester to the health services fee, a proposed increase of \$15 per semester to the university recreation fee, and a new mandatory fee for graduation that will be \$4 per semester. The program services fee is proposed to increase by \$27 per semester. Mr. Robinson stated that the university administration, student government association executive committee, and budget advisory task force had reviewed and supported the proposed fees.</p> <p>A motion was made by Trustee Jenkins to approve the mandatory fees for the 2018-2019 academic year. Trustee Carroll seconded the motion.</p>		

Conclusions		
A roll call vote was taken to approve the mandatory fees for the 2018-2019 academic year, and the motion passed unanimously with 4 trustees voting yes.		
Follow-up Items		Person
N/A		
Consideration of a Tuition Increase for the 2018-2019 Academic Year		
Discussion		
<p>Trustee Atkins recognized Mr. Robinson to present information regarding the tuition increase for the 2018-2019 academic year. Mr. Robinson stated that a 2.87% tuition increase is being requested for the 2018-2019 academic year. The increase in revenue along with the increase in state appropriations will be used for the 2.5% state-mandated salary and benefit pool, additional salary and benefits for market adjustments for employees, faculty promotions, new academic programs, and fixed cost increases. The proposed percentage increase is within the binding tuition range approved by the Tennessee Higher Education Commission.</p> <p>A motion was made by Trustee Carroll to approve the tuition increase for the 2018-2019 academic year. Trustee Cannata seconded the motion.</p>		
Conclusions		
A roll call vote was taken to approve the tuition increase for the 2018-2019 academic year and passed unanimously with 4 trustees voting yes.		
Follow-up Items		Person
N/A		
Consideration of the Differential Tuition Rate for the Graduate Executive Education Programs		
Discussion		
<p>Trustee Atkins recognized Mr. Robinson to present information regarding the differential tuition rate for the graduate executive education programs. Mr. Robinson stated that the proposed rate for the graduate executive education tuition is \$627 per credit hour. The tuition will be used to provide services associated with executive education delivery models.</p> <p>President White discussed her experience with the executive education programs at previous institutions.</p>		

A motion was made by Trustee Jenkins to approve the graduate executive education programs. Trustee Cannata seconded the motion.

Conclusions	
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A roll call vote was taken to approve the graduate executive education programs, and the motion passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

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

Discussion	
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Trustee Atkins recognized Mr. Robinson to present information regarding the estimated budget for the 2017-2018 fiscal year and proposed budget for the 2018-2019 fiscal year. Mr. Robinson noted the significant changes in the budgets.

The committee discussed Tennessee’s state higher education appropriations compared to other states. The committee discussed the estimated budget and asked why expenses exceed the revenue. Mr. Robinson explained that encumbrances cause the difference, but assured the committee that the University had enough funds to cover its expenses and has reserve funds.

A motion was made by Trustee Carroll to approve the estimated budget for the 2017-2018 fiscal year and proposed budget for the 2018-2019 fiscal year. Trustee Cannata seconded the motion.

Conclusions	
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A roll call vote was taken to approve the estimated budget for the 2017-2018 fiscal year and proposed budget for the 2018-2019 fiscal year, and the motion passed unanimously with 4 trustees voting yes.

Follow-up Items	Person	Deadline
N/A		

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

Discussion	
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Trustee Atkins recognized Mr. Robinson to present information regarding the capital outlay and maintenance requests for the 2019-2020 fiscal year. Mr. Robinson stated that APSU will submit a capital outlay request for a new Health

Professions building. The building would house the nursing, psychological sciences and counseling, allied health sciences, social work, and health and human performance programs. APSU will also submit two capital maintenance requests for steam piping replacement for Browning Drive between the Browning Building and Library and upgrades to the central chiller and cooling tower in the Central Plant. Additionally, APSU will submit four disclosed projects for Hayes House renovations, Miller Hall elevator, Browning Building elevator, and Sevier Hall restroom upgrades.

A general discussion was had about Miller Hall and the potential use of the Hayes House after the renovations. There was also a general discussion about the State's process for capital outlay, specifically when the University would know if they would be receiving funding from the State. Additionally, there was a general discussion about disclosed projects and the funding for these projects.

A motion was made by Trustee Carroll to approve the estimated budget for the capital outlay and maintenance requests for the 2019-2020 fiscal year. Trustee Cannata seconded the motion.

Conclusions

A roll call vote was taken to approve the estimated budget for the capital outlay and maintenance requests for the 2019-2020 fiscal year, and the motion passed unanimously with 4 trustees voting yes.

Follow-up Items

Person

Deadline

N/A

Review of the University's Organizational Chart

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the review of the University's organizational chart. Mr. Robinson stated that the University's organizational chart is reviewed and updated as appropriate during the budget cycle. The organizational chart, effective July 1, 2018, was shared with the committee.

Conclusions

This was an information item, which did not require a vote.

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 2:54 p.m.