



## BOARD MEETING

Austin Peay State University  
317 College Street, Clarksville, TN 37040

December 8, 2023

At 9:00 or at the conclusion of the Audit Committee Executive Session

Zoom link:

<https://apsu.zoom.us/j/82706697259>

Call to Order

Roll Call/Declaration of a Quorum

Adoption of Agenda

Approval of Minutes

Campus Spotlight

Action Items

A.Academic Affairs Committee Report and Recommendations

i.Termination of the Academic Advisor Certificate

B.Student Affairs Committee Report and Recommendations

C.Business and Finance Committee Report and Recommendations

i.Consideration of the October Revised Budget for Fiscal Year 2023-2024

D.Executive Committee Report and Recommendations

EXPERIENCE AUSTIN PEAY  
2022-2027 STRATEGIC PLAN



## E.Audit Committee Report and Recommendations

### Information Items

#### A.President's Report

#### B.President's Interim Items

##### i.Review of Contracts and Agreements

##### ii.Review of State Building Commission Actions

### Adjourn



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**Board Meeting Minutes**  
Friday, September 15, 2023  
317 College Street, Clarksville, TN 37040

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**Call to Order**

Trustee Jenkins, board chair, called the meeting to order at 9:45 a.m.

**Roll Call/Declaration of a Quorum**

Dr. Carol Clark, secretary to the board, called the roll. Trustee Jenkins stated there was a quorum.

<b>ATTENDANCE ROLL CALL</b>		
Name	Present	Absent
Trustee Atkins	X	
Trustee Berg	X	
Trustee Cannata	X	
Trustee Jenkins (Chair)	X	
Trustee Knight*	X	
Trustee May		X
Trustee Mealer	X	
Trustee O'Malley	X	
Trustee McInnis	X	
Trustee Roe		X

\*Non-Voting Member

University Personnel Present

Dr. Michael Licari, President

Dr. Maria Cronley, Provost

Dr. Carol Clark, Secretary to the Board

Dannelle Whiteside, Vice President for Legal Affairs & Organizational Strategy

**Adoption of Agenda**

Trustee Jenkins moved for the adoption of the agenda. Trustee Atkins seconded the motion. A voice vote was taken and carried unanimously with seven trustees voting yes.

## **Approval of Minutes**

Trustee Jenkins stated that the minutes for the June 9, 2023, board meeting were circulated in advance and asked if there were any corrections or additions to the minutes. There were none. Trustee Jenkins moved to approve the minutes as written. Trustee Mealer seconded the motion. A voice vote was taken and carried unanimously with seven trustees voting yes.

## **Public Comment**

Trustee Jenkins stated that in accordance with Tennessee law, if there had been requests from the public to address the board, it would occur at this point in the meeting. However, the board did not receive any requests.

## **Campus Spotlight**

Trustee Jenkins recognized President Licari to introduce Dr. Chad Brooks, vice provost and dean of the college of graduate studies, to provide the campus spotlight.

Before beginning, Brooks highlighted his team and provided an overview of this department's organization. He then spoke about the primary responsibilities of the College of Graduate Studies and the Office of Research and Sponsored Programs. He reinforced key statistics that stressed the university's progress; notably, the substantial 66% increase in graduate enrollment, positioning Austin Peay as a prominent choice for higher education in Middle Tennessee. Additionally, he emphasized the pivotal role played by faculty members as ambassadors for graduate programs, as their expertise and engagement significantly influenced prospective students.

The grants office was another focal point of Brooks' presentation, with particular emphasis on securing external funding. He reported that Austin Peay had witnessed a substantial increase in the amount of external dollars available for allocation since fiscal year 2016. According to Brooks, this growth demonstrates the strategic approach employed by the Grants Office in identifying and securing grants that align with the university's mission. He also provided an overview of two notable grant projects. One, a \$200,000 research grant, supported students in the Psychological Sciences and Counseling Department as they worked with veterans both on-campus and within the local community. This grant will facilitate valuable research and demonstrated the APSU's commitment to community engagement. The second grant, secured by Dr. Kyle Benowitz, marked a significant achievement, as it was the prestigious NSF Early Career Grant. Over the next five years, this grant will fund research in evolutionary genomics and insect behavior, enriching both the academic experience of students and the scientific community.

In closing, Brooks conveyed that more than 8,000 high school students had benefited from college preparatory support through enhancing their prospects for success in their academic careers.

## **Action Items**

### **A. Academic Affairs Committee Report and Recommendations**

Trustee O'Malley reported on the actions of the Academic Affairs Committee at the September 15, 2023, meeting.

The committee approved the minutes for the June 9, 2023, meeting.

The committee reviewed and approved one action item that was then in turn approved by consent:

- Consideration of Revisions to Policy 1:025 Academic Tenure

Provost Conley presented the following information items:

- Degree and Certificate Awards by Type and Academic Year
- Program Productivity Report
- Preliminary Fall Enrollment
- Letter of Notification to THEC: Master of Athletic Training

## **B. Student Affairs Committee Report and Recommendations**

Trustee McInnis reported on the actions of the Student Affairs Committee at the June 9, 2023, meeting.

The committee approved the minutes of the June 9, 2023, meeting. There were no action items on the agenda.

Dr. Clemons presented the following information items:

- Student Affairs Strategic Vision
- Dining Renovations

## **C. Business and Finance Committee Report and Recommendations**

Trustee Cannata reported on the actions of the Business and Finance Committee at the September 15, 2023, meeting.

The committee approved the minutes of the June 9, 2023, meeting. There were no action or information items on the agenda.

## **D. Executive Committee Report and Recommendations**

Trustee Jenkins reported on the actions of the Executive Committee at the September, 2023, meeting. The committee approved the minutes of the June 9, 2023, meeting.

The committee reviewed and approved one action item that was then in turn approved by consent:

- Consideration of Revisions to Policy 1:015 Internal Audit.

The committee reviewed and approved one item requiring consideration of the board:

- Institutional Mission Profile Statement

### **i. Consideration of the Institutional Mission Profile Statement**

By direction of the Executive Committee, Trustee Jenkins moved to approve the Institutional Mission Profile Statement. Hearing no discussion, a roll call vote was taken and the motion carried unanimously with seven trustees voting yes:

<b>ROLL CALL VOTE INSTITUTIONAL MISSION PROFILE</b>		
<b>Name</b>	<b>Aye</b>	<b>Nay</b>
Trustee Atkins	X	
Trustee Cannata	X	
Trustee Jenkins (Chair)	X	
Trustee Knight*	NVM	
Trustee May	ABSENT	
Trustee Mealer	X	
Trustee O'Malley	X	
Trustee McInnis	X	
Trustee Roe	ABSENT	
Trustee Semler	X	

#### **E. Audit Committee Report and Recommendations**

Trustee Mealer reported on the actions of the Audit Committee at the September 15, 2023, meeting.

The committee approved the minutes of the June 9, 2023, meeting.

The committee considered and approved one action item:

- Internal Audit Salaries and Budget for FY2024

Mr. Clements presented the following informational items:

- Internal audit reports issued between May 12, 2023 and August 17, 2023, with a list of outstanding audit recommendations
- Office of Internal Audit FY2023 Annual Report
- Overview of recently completed external review
- Update on the Quality Assurance Review of the Office of Internal Audit

#### **F. Other Business**

Mr. Kris Phillips, vice president for alumni, engagement, and philanthropy and executive director for the APSU foundation provided background information on a facility naming request.

##### **i. Naming Request for the Welcome Center**

Trustee Atkins moved to approve the naming request for the O'Malley Family Welcome Center. Trustee Cannata seconded the motion. A voice vote was taken and carried unanimously with seven trustees voting yes.

## **Information Items**

### **A. Master Plan Update**

Trustee Jenkins recognized Mr. Marc Brunner, director of capitol planning, design, and construction, and Mr. Art Lidsky of Dober, Lidsky, and Mathey, to provide an update on the campus master plan.

### **B. Strategic Plan Update**

Trustee Jenkins recognized President Licari who introduced Ms. Dannelle Whiteside, vice president for legal affairs & organizational strategy, to provide an update on the university's strategic plan.

### **C. President's Report & President's Interim Items**

Trustee Jenkins recognized President Michael Licari to give the president's report to the board.

Licari reported a great start to the academic year. Enrollment figures showed a 7% increase, with the largest-ever graduate enrollment and a significant rise in the freshman class size. The Fort Campbell Center, dual enrollment, and the honors programs also reached record numbers; student housing increased from 73% to 86%.

Licari highlighted the collaborative efforts of several university offices and the enrollment taskforce. Construction of the health professions building has begun, with a completion target date of Fall 2025. Thanks to generous donation by the O'Malley family, plans are well underway for a new Welcome Center, to open by Homecoming next fall. The Atkins Family Beach Volleyball Facility was named in a ribbon-cutting ceremony, thanks to Billy Atkins and his family's support.

Licari emphasized his future priorities, including campus vitality, community engagement, enrollment, student retention, and the next comprehensive campaign. Athletics were recognized as an important foundation for the university's future success.

Licari concluded by noting that the trustees' meeting materials included reports on state building commission actions and the contracts and agreements that had occurred since the last board meeting.

## **Adjourn**

Trustee Jenkins stated the next board meeting will take place on December 8, 2023, and moved to adjourn the board meeting. Trustee Atkins seconded the motion. A voice vote was taken and carried unanimously with seven trustees voting yes. The meeting adjourned at 10:51 a.m.

**Austin Peay State University**  
**Comparison of Proposed Budget and Revised Budget**  
**Fiscal Year 2023-2024**

**Revenue/Funds Available**

<b>Education and General</b>	<b>Proposed</b>	<b>Revised</b>
Prior Year Designated Retained Funds		\$ 3,614,400
Tuition and Fees	\$ 77,895,000	82,870,900
State Appropriations	74,582,800	75,652,600
Grants and Contracts	2,442,400	2,442,400
Sales & Services of Educational & Other Activities	6,699,500	6,676,200
Other Sources	2,265,600	2,315,600
<b>Auxiliary Enterprises</b>		
Sales & Services of Auxiliary Enterprises	14,127,400	14,127,400
<b>Total Revenues</b>	<b>\$ 178,012,700</b>	<b>\$ 187,699,500</b>

**Expenditures and Transfers by Function**

<b>Education and General</b>	<b>Proposed</b>	<b>Revised</b>
Instruction	\$ 77,757,100	\$ 78,847,300
Research	696,900	1,023,000
Public Service	303,500	299,700
Academic Support	11,998,500	12,561,900
Student Services	25,856,700	27,125,100
Institutional Support	14,982,600	16,037,000
Operation and Maintenance of Plant	15,081,600	15,807,200
Scholarships and Fellowships	14,089,200	18,451,700
<u>Transfers</u>		
Principal and Interest	2,697,800	2,697,800
Renewal and Replacement	385,000	385,000
Unexpended Plant	53,300	353,300
Other Funds	(16,900)	(16,900)
<b>Auxiliary Enterprises</b>		
Expenditures	8,681,800	8,681,800
<u>Transfers</u>		
Principal and Interest	3,796,900	3,796,900
Renewal and Replacement	1,571,800	1,571,800
Other Funds	76,900	76,900
<b>Total Expenses</b>	<b>\$ 178,012,700</b>	<b>\$ 187,699,500</b>



**Austin Peay State University**  
**Contracts Total Value Over \$50,000 Approved from August 1, 2023 - November 1, 2023**

Contractor	Description of Contract	Department	Yearly Amount	Start Date	End Date	Competitive	Notes
Storbeck Search LLC	Conduct a search for the APSU Registrar position.	Academic Affairs	\$70,000.00	10/20/2023	10/19/2024	yes	VASCUPP 2292450
Ticketmaster LLC	Ticketmaster- Ticket Sales program	Athletics	\$25,000.00 License Fee per Contract Year	8/31/2023	8/30/2028	yes	University of TN RFP #2489799
United States Army Garrison Fort Campbell, KY (GRMO)	MOA w/ Ft. Campbell - The Agreement for Real Property use	Fort Campbell Center	FY23-\$55,903.98 FY24-\$65,236.29 estimated	10/3/2023	10/2/2033	no	FY23 - \$55,903.98 FY24 - \$65,236.29 estimated
Strata Information Group	Provide services to hands on build Technolutions Slate CRM software implementation	Academic Affairs	\$164,900.00	8/1/2023	7/31/2024	yes	E&I Cooperative CNR01502

**Austin Peay State University**  
**SBC Actions August 1, 2023 - November 1, 2023**

**Summary of State Building Comissions Actions**

<u>Date</u>	<u>SBC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
9/14/2023	373/003-01-2022	Lot 7 Improvements	\$75,000.00	Approval of a revision in project budget and funding
9/14/2023	373/003-06-2022	Welcome Center Renovation	\$1,500,000.00	Approval of a revision in project budget and funding
10/12/2023	373/003-05-2023	Demolition of 455 N. 2nd Street.	\$20,000.00	Approved project and utilizing Campus Procurement for construction
10/12/2023	373/003-06-2023	Demolition of 738 Robb Ave	\$25,000.00	Approved project and utilizing Campus Procurement for construction
10/12/2023	Transaction No. 21-08-008	455 N. 2nd Street, Clarksville, TN	N/A	Approved acquisition in fee with waiver of appraisal

**Summary of Executive Sub-Committee Actions**

<u>Date</u>	<u>ESC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
8/21/2023	373/003-02-2023	Campus Consultant – Civil Engineering	\$500,000.00	Approved Bacon Farmer Workman Engineering & Testing, Inc