



BUSINESS AND FINANCE COMMITTEE

Austin Peay State University

317 College Street

Clarksville, TN 37040

June 9, 2023

At the conclusion of the Student Affairs Committee Meeting

Zoom link:

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

Call to Order

Roll Call/Declaration of a Quorum

Approval of Minutes

Action Items

A.Consideration of Tuition and Mandatory Fees for the 2023 - 2024 Academic Year

B.Consideration of the Estimated Budget for the 2022 - 2023 Fiscal Year and the Proposed Budget for the 2023 - 2024 Fiscal Year

C.Consideration of Capital Outlay and Maintenance Requests for the 2024-2025 Fiscal Year

Information Items

A.Review of the University's Organizational Chart

Adjourn

EXPERIENCE AUSTIN PEAY  
2022-2027 STRATEGIC PLAN





## Business & Finance Committee Minutes

Friday, March 17, 2023  
317 College Street, Clarksville, TN 37040

### Call to Order

Trustee Cannata, committee chair, called the meeting to order at 8:39 a.m.

### Roll Call/Declaration of Quorum

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

ATTENDANCE ROLL CALL		
Name	Present	Absent
Trustee Atkins	X	
Trustee Cannata (Chair)	X	
Trustee Jenkins, <i>ex officio</i>	X	
Trustee McInnis	X	
Trustee Roe	X	

### University Personnel Present

Dr. Michael Licari, President

Dr. Carol Clark, Secretary to the Board

Mr. Shahrooz Roohparvar, Vice President for Finance & Administration

Ms. Dannelle Whiteside, Vice President for Legal Affairs & Org. Strategy

### Approval of Minutes

Trustee Cannata stated that the minutes for the December 2, 2022, Business and Finance Committee were circulated before the meeting. She asked if there were any corrections or additions to the minutes. There were none.

Trustee Atkins moved to approve the minutes. Trustee McInnis seconded the motion. A voice vote was taken and carried unanimously with five trustees voting yes.

## **Action Items**

### **A. Consideration of the Harvill Food Venue Renovation Budget Increase**

Trustee Cannata recognized Mr. Shahrooz Roohparvar, vice president for finance and administration, to present information regarding the Harvill food venue renovation budget increase.

Roohparvar explained that the university food vendor, Sodexo, is responsible for the payment of this project, while oversight falls under the university, which is why board approval is required for the budget. Trustee McInnis inquired as to the length of our contract with Sodexo, and if the contract is broken, whether the university would be required to reimburse Sodexo. Mr. Joe Mills, assistant vice president for Student Affairs, was called upon to answer these questions. Mills stated that the university contract with Sodexo is for 15 years and any project expenses the contractor pays are not reimbursed in the event the contract is ended prematurely.

Trustee McInnis moved to approve the Harvill food venue renovation budget increase. Trustee Roe seconded the motion. A voice vote was taken and carried unanimously with five trustees voting yes.

### **B. Consideration of Parking Rates for Community Members**

Trustee Cannata recognized Roohparvar to present information regarding parking rates for community members.

Roohparvar shared that with the completion of the F&M Bank Arena, there is an anticipated demand for university parking lots to augment downtown parking capacity. APSU's priority shall continue to be serving the parking needs of students, faculty, and staff. However, the university has the capacity to offer community parking in selected parking lots after regular business hours. With increased usage of the parking lots, the university will incur additional costs for more frequent maintenance. The university will also incur a tax liability associated with collecting parking charges for purposes other than university services. To generate revenue to offset these expenses, the university seeks to implement a community parking charge for parking in campus lots. Parking demands and parking rates will vary throughout the year; therefore, university leadership requests that the Board grant the university authority to establish community parking rates in accordance with fluctuating demand and other factors.

Trustee Cannata noted these parking rates are in relation to the new events center opening in downtown Clarksville, and that since parking rates fall under the purview of the board, it is a wise decision for the board to delegate authority to the university to set parking rates for community members.

Trustee Atkins moved to approve the proposal for the university to set parking rates for the community. Trustee McInnis seconded the motion. A roll-call vote was taken and carried:

<b>Community Parking</b>		
Name	Aye	Nay
Trustee Atkins	X	
Trustee Cannata (Chair)	X	
Trustee Jenkins, ex officio	X	
Trustee McInnis	X	
Trustee Roe	X	

### **C. Consideration of Non-Mandatory Fees for the 2023-2024 Academic Year**

Trustee Cannata recognized Roohparvar to present information regarding the non-mandatory fees for the 2023-2024 academic year. An increase in the “new student” fee was requested. New fees were requested for social work tracking software, for both undergraduate and graduate students, an HHP K-12 course fee, and a one-time rabies vaccination fee.

Trustee McInnis asked whether the fees at APSU were lower than other public universities in Tennessee. President Licari noted that the tuition and fees at Austin Peay State University are among the lowest in the state.

Trustee Atkins moved to approve the proposed non-mandatory fees for the 2023-2024 academic year. Trustee Roe seconded the motion. A roll-call vote was taken and carried:

<b>Non-Mandatory Fees for 2023-2024 Academic Year</b>		
Name	Aye	Nay
Trustee Atkins	X	
Trustee Cannata (Chair)	X	
Trustee Jenkins, ex officio	X	
Trustee McInnis	X	
Trustee Roe	X	

### **D. Consideration of Housing Rates for the 2023-2024 Academic Year**

Trustee Cannata recognized Roohparvar to present information regarding the housing rates for the 2023-2024 academic year. Roohparvar provided details on the proposed overall average housing rate increase of 3.5% and also noted that living on campus is a more economical option for students as opposed to leasing an apartment in town.

Roohparvar also shared data showing that occupancy of on-campus housing is continuing to increase. Trustee Cannata said she was encouraged by these numbers and hopes to see the occupancy rate continue to increase in the coming academic year.

Trustee McInnis moved to approve the proposed housing rates for the 2023-2024 academic year. Trustee Roe seconded the motion. A roll-call vote was taken and carried:

<b>Housing Rates</b>		
<b>Name</b>	<b>Aye</b>	<b>Nay</b>
Trustee Atkins	X	
Trustee Cannata (Chair)	X	
Trustee Jenkins, ex officio	X	
Trustee McInnis	X	
Trustee Roe	X	

## **Information Items**

### **A. Review of the Governor's Budget Recommendations**

Trustee Cannata recognized Roohparvar to present information regarding the governor's budget recommendations. Roohparvar provided details of the financial support the governor's proposed budget would provide to the university.

In response to a question from Trustee McInnis, Roohparvar clarified that the proposed funding from the governor for the building management system upgrades did not cover the HVAC upgrades that had been recommended by THEC.

### **B. Review of Fiscal Year 2021-2022 Financial Report**

Trustee Cannata recognized Roohparvar to present information regarding the fiscal year 2021-2022 financial report. Roohparvar discussed APSU's Primary Reserve, Viability, Return on Net Asset, and Net Operating Revenue ratios as well as the university's Composite Financial Index.

There was a general discussion surrounding the university's standing with the Return on Net Asset Ratio. Trustee Roe and President Licari noted that APSU is falling below the red line due to high inflation rates. Trustee Jenkins added that the tuition rate freeze also brings a challenge in combating inflation cost increases.

## **Adjournment**

Trustee Cannata moved to adjourn the meeting. Trustee McInnis seconded the motion. A voice vote was taken and carried. The meeting adjourned at 8:59 a.m.

## 2023-24 Tuition & Fees Change Recommendations

Fee per Credit	FY23	FY24
Undergrad Tuition 1-12 cr	\$284.00	\$292.00
Undergrad Tuition 13+ cr	\$55.00	\$58.00
Graduate Tuition 1-10 cr	\$457.00	\$470.00
Graduate Tuition 11+ cr	\$88.00	\$91.00
Athletics Fee 1-10 cr	\$23.60	\$25.15
Student Activity Fee 1-10 cr	\$12.40	\$13.35
Graduation Fee 1-10 cr	\$0.40	\$0.50

**Austin Peay State University**  
**Estimated Budget 2022-23 & Proposed Budget 2023-24**

**Revenues/Funds Available**

<b>Education and General</b>	<b>Estimated (FY 23)</b>	<b>Proposed (FY 24)</b>
Funds from previous year rebudgeted	\$ 342,400	\$ -
Funds added to Military Inst reserve	\$ (773,500)	
Tuition and Fees	78,029,100	77,895,000
State Appropriations	68,246,900	74,582,800
Grants and Contracts (indirect costs)	5,022,400	2,442,400
Sales and Services of Other Activities	7,346,400	6,699,500
Other Sources	5,999,900	2,265,600
<b>Auxiliary Enterprises</b>		
Sales & Services of Auxiliary Enterprises	13,136,100	14,127,400
<b>Total Revenues/Funds Available</b>	<b>\$ 177,349,700</b>	<b>\$ 178,012,700</b>

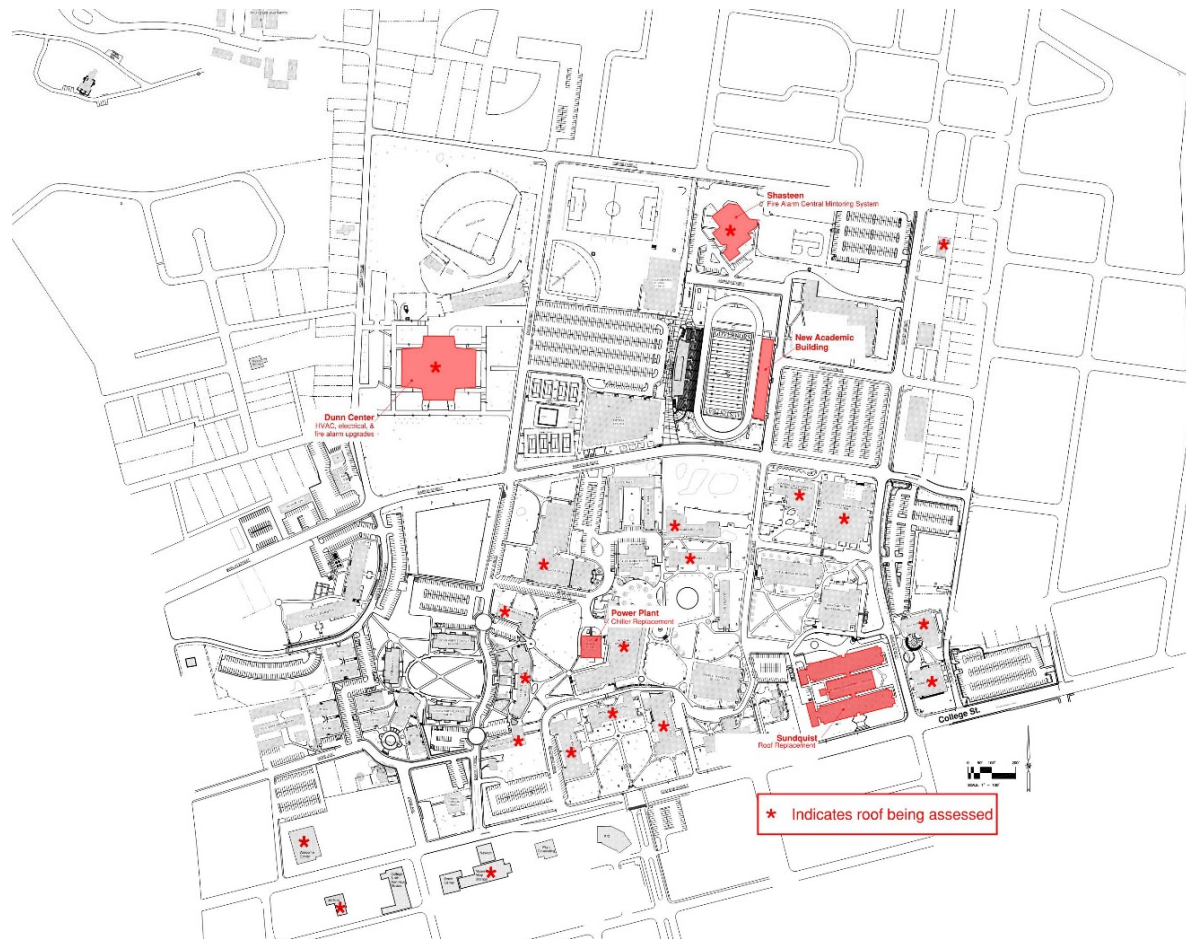
**Expenditures and Transfers by Function**

<b>Education and General</b>	<b>Estimated (FY 23)</b>	<b>Proposed (FY 24)</b>
Instruction	\$ 74,959,400	\$ 77,757,100
Research	1,385,200	696,900
Public Service	420,000	303,500
Academic Support	11,823,700	11,998,500
Student Services	26,911,400	25,856,700
Institutional Support	14,855,700	14,982,600
Operation and Maintenance of Plant	16,477,100	15,081,600
Scholarships and Fellowships	13,484,600	14,089,200
<u>Transfers</u>		
Principal and Interest	2,132,400	2,132,400
Renewal and Replacement	568,300	385,000
Unexpended Plant	385,000	53,300
Other Funds	810,800	548,500
<b>Auxiliary Enterprises</b>		
Expenditures	8,106,100	8,681,800
<u>Transfers</u>		
Principal and Interest	4,087,400	3,796,900
Renewal and Replacement	872,000	1,571,800
Other Funds	70,600	76,900
<b>Total Expenses</b>	<b>\$ 177,349,700</b>	<b>\$ 178,012,700</b>

**Expenditures and Transfers by Natural Classification**

<b>Education and General</b>	<b>Estimated (FY 23)</b>	<b>Proposed (FY 24)</b>
Salaries	\$ 81,552,400	\$ 83,681,400
Employee Benefits	33,071,400	33,205,100
Operating Expenses	45,693,300	43,879,600
Transfers	3,896,500	3,119,200
<b>Auxiliary Enterprises</b>		
Salaries	2,066,500	2,105,300
Employee Benefits	551,900	522,400
Operating Expenses	5,487,700	6,054,100
Transfers	5,030,000	5,445,600
<b>Total Expenses</b>	<b>\$ 177,349,700</b>	<b>\$ 178,012,700</b>

# Capital Maintenance Map





# Additionally Requested Funds

Building	System	Current Funding	FY24-25 Request	Scope	Submission	Justification
Dunn Center HVAC, Electrical Upgrades, Phases 4 & 5	Multiple	\$5,750,000	\$4,000,000	Continue the HVAC, electrical, and fire alarm service work begun in 2021.	June 2023	Previously received funds were not enough to replace the whole building's systems. Additional funds will be requested in the next fiscal year.
Power Plant	Chiller Replacement	\$0	\$1,250,000	Replace Chiller #1	June 2023	This is to replace a 20-year old chiller that is at its end of life.
Sundquist Roof Replacement	Roof	\$3,200,000	\$2,140,000	Replace roof on the Sundquist Science Complex Roof	June 2023	Previously received funds were not enough to do the work. Additional funds will be requested in the next fiscal year.
Multiple	Roof Condition Assessment	\$0	\$350,000	Assessment of roof conditions for Dunn, Memorial Health, Sexton, Shasteen, Marks, Harned, Maynard, Technology, Clement, McCord, Browning, Morgan, Miller, Ellington, McReynolds, Welcome Center, Moore Alley Central Storage, & Jenkins.	June 2023	This assessment will set priorities and generate a replacement schedule for budgeting purposes.
Shasteen	Fire Alarm Monitoring	\$0	\$750,000	Relocation and update of the existing fire control monitoring system from Public Safety to the Physical Plant.	June 2023	This improvement will consolidate and update in one space all the building control systems.
		<b>Total Additionally Requested</b> <b><u>\$8,490,000</u></b>				

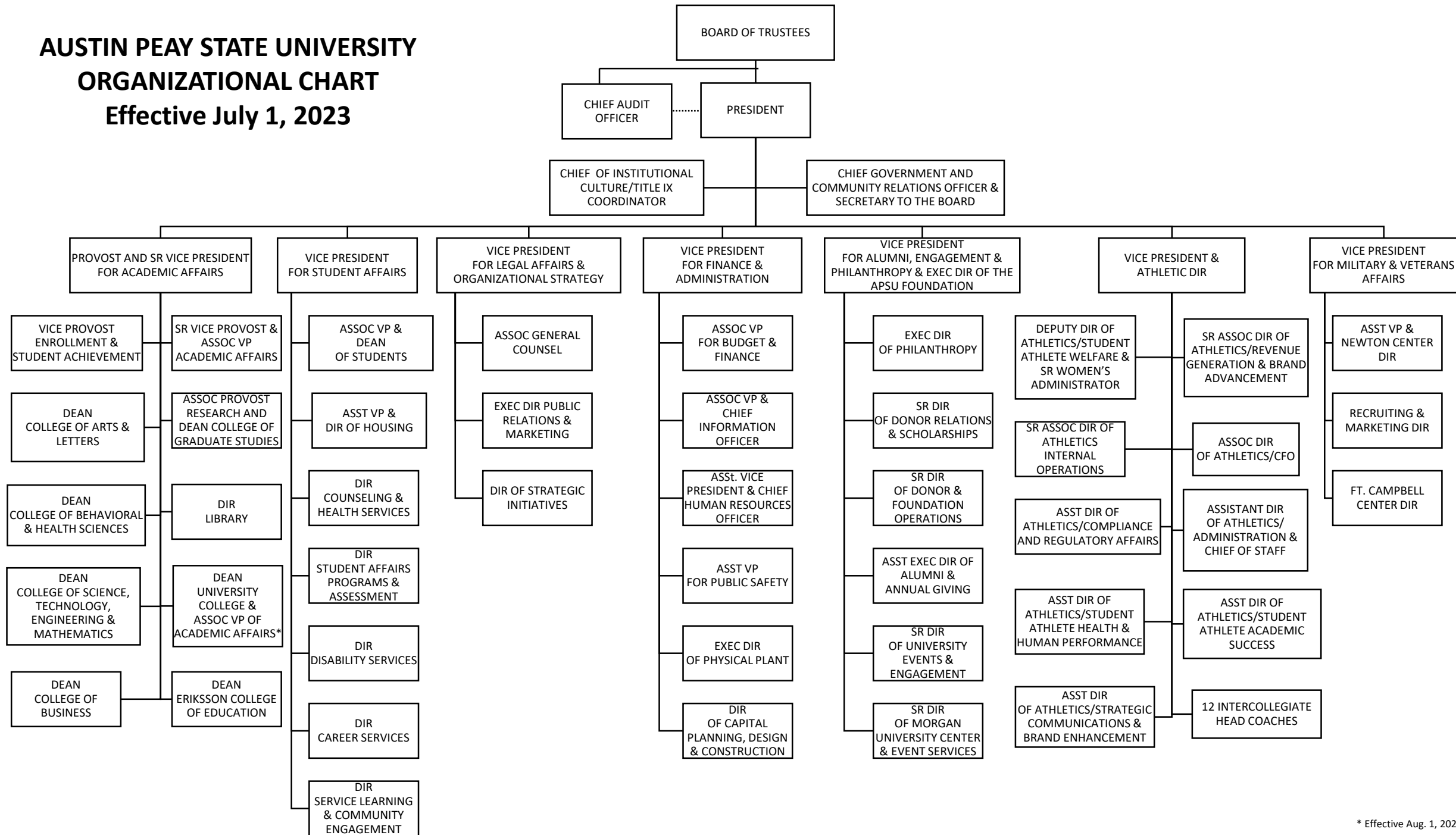
# Organizational Chart Changes for FY 23-24

- **Academic Affairs**
  - Eliminated Executive Director Center for Extended and International Education position
  - Moved the Ft. Campbell Center Director under the new Vice President for Military & Veterans Affairs
  - Added Dean, University College & Associate Vice President for Academic Affairs (effective August 1, 2023)
- **Philanthropy**
  - Changed Vice President for University Advancement & Executive Director of APSU Foundation to Vice President for Alumni, Engagement and Philanthropy and Executive Director of the APSU Foundation
  - Changed Assistant Executive Director of Philanthropy to Executive Director of Philanthropy
  - Changed Senior Director of Operations to Senior Director of Donor and Foundation Operations
  - Changed Senior Director of University Center Facilities & Services to Senior Director of Morgan University Center and Event Services
- **OEAI Changing to Office of Institutional Culture**
  - Changed Chief Diversity Officer to Chief of Institutional Culture
- **F&A**
  - Changed Assistant Vice President for University Budget and Financial Planning to Associate Vice President for Finance and Budget
  - Eliminated Associate Vice President Finance position
- **New Military Affairs Division**
  - Changed the Military Advisor in Residence to Vice President for Military Affairs

# AUSTIN PEAY STATE UNIVERSITY

## ORGANIZATIONAL CHART

Effective July 1, 2023



# Organizational Chart Changes for FY 23-24

