



B O A R D O F T R U S T E E S



BUSINESS AND FINANCE COMMITTEE

Austin Peay State University

317 College Street

Clarksville, TN 37040

June 10, 2022

At the conclusion of the Executive Committee Meeting

Call to Order

Roll Call/Declaration of a Quorum

Approval of Minutes

Action Items

A.Consideration of Tuition and Mandatory Fees for the 2022-2023 Academic Year

B.Consideration of the Estimated Budget for the 2021-2022 Fiscal Year and Proposed Budget for the 2022-2023 Fiscal Year

C.Consideration of the Capital Outlay and Maintenance Requests for the 2023-2024 Fiscal Year

Information Items

A.Review of the University's Organizational Chart

Adjourn



Business and Finance Committee Minutes			
03.18.2022		9:00 a.m.	317 College Street, Clarksville, TN 37040
Meeting Type	Business and Finance Committee		
Notetaker	Lee Miller		
Attendees	Committee Members		Present (Y/N)
	Mr. Don Jenkins (Chair)		Y
	Ms. Katherine Cannata		Y
	Ms. Keri McInnis		Y
	Mr. Phil Roe		Y
	Mr. Billy Atkins (ex-officio voting)		Y
	University Personnel		
	Mr. Mitch Robinson, Vice President for Finance and Administration		Y
	Mr. Benjie Harmon, Associate Vice President for Finance		Y
	Dr. Michael Licari, President		Y
	Dr. Carol Clark, Secretary to the Board		Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy		Y
Call to Order			
Discussion			
Trustee Jenkins called the meeting to order at 9:00 a.m.			

Roll Call/Declaration of a Quorum

Discussion

Dr. Carol Clark, secretary to the board, called the roll.

Trustee Jenkins stated there was a quorum.

Approval of Minutes

Discussion

Trustee Jenkins stated that the minutes for the December 3, 2021, Business and Finance Committee meeting were circulated before the meeting. He asked if there were any corrections or additions to the minutes. There were none.

Discussion

Trustee Roe moved to approve the minutes as written. Trustee Atkins seconded the motion.

A voice vote was taken and carried unanimously with five trustees voting yes.

Action Item A – Consideration of Non-Mandatory Fees for the 2022-2023 Academic Year

Discussion

Trustee Jenkins recognized Mitch Robinson, vice president for Finance and Administration, to present information regarding the proposed non-mandatory fees for the 2022-2023 academic year. Fee increases were requested for Ready to Teach, Colleges of Business and Aviation Flight Lab. New fees were requested for Psychological Science Advising Lab, Master of Healthcare Administration, Master of Public Health, the College of Behavioral Health, the College of Science, Technology, Engineering and Math, and the College of Arts and Letters. The total proposed new and additional non-mandatory fees would generate an additional \$1,602,200 in revenue.

A general discussion followed about whether the state should be providing more funding to cover the costs of these fees. During this conversation, it was noted that the state has increased its funding, but more financial resources would still be helpful.

Another question was asked concerning how these fees compare to other public universities in Tennessee and whether increased fees might cause prospective students to choose another institution where the overall cost would be lower. During this discussion, it was pointed out that APSU has the second-lowest overall tuition of any public university in Tennessee.

Conclusions											
<p>Trustee McInnis moved to approve the proposed non-mandatory fees. Trustee Cannata seconded the motion.</p> <p>A roll call vote was taken and carried unanimously with five trustees voting yes.</p> <table border="1"> <tr><td>Billy Atkins</td><td>Y</td></tr> <tr><td>Katherine Cannata</td><td>Y</td></tr> <tr><td>Don Jenkins</td><td>Y</td></tr> <tr><td>Keri McInnis</td><td>Y</td></tr> <tr><td>Phil Roe</td><td>Y</td></tr> </table>		Billy Atkins	Y	Katherine Cannata	Y	Don Jenkins	Y	Keri McInnis	Y	Phil Roe	Y
Billy Atkins	Y										
Katherine Cannata	Y										
Don Jenkins	Y										
Keri McInnis	Y										
Phil Roe	Y										
Action Item B – Consideration of Housing Rates for the 2022-2023 Academic Year											
Discussion											
<p>Trustee Jenkins recognized Robinson to present information regarding the on-campus housing rates for the 2022-2023 academic year. Robinson provided details on the proposed overall average housing rate increase of 4.38% and also noted the cost savings for students who choose on-campus housing versus leasing apartments in town.</p>											
Conclusion											
<p>Trustee Roe moved to approve the 2022-2023 housing rates. Trustee McInnis seconded the motion.</p> <p>A voice vote was taken and carried unanimously with five trustees voting yes.</p>											
Action Item C – Consideration of Welcome Center Renovation and Exterior Improvements Project Cost Increase											
Discussion											
<p>Trustee Jenkins recognized Robinson to present information regarding the increase in funds needed for the Welcome Center Renovation Project. The cost has increased from \$550,000 originally approved during the November 2019 meeting to \$2,500,000 due to cost escalations, supply chain issues, and expanded exterior renovations.</p> <p>A discussion followed in which enthusiastic support for this project was expressed by the trustees.</p>											
Conclusion											

Trustee McInnis moved to approve the cost increase for the Welcome Center project. Trustee Cannata seconded the motion.

A voice vote was taken and carried unanimously with five trustees voting yes.

Information Item A – Review of the Governor’s Budget Recommendation

Discussion

Trustee Jenkins recognized Robinson to provide a preview of Gov. Bill Lee’s 2022-2023 budget recommendations. Robinson provided details of the financial support the governor’s proposed budget would provide to the university.

Conclusions

This was an information item and required no action.

Information Item B – Review of the Status of Higher Education Emergency Relief Fund

Discussion

Trustee Jenkins recognized Benjie Harmon, associate vice president for finance, to present information regarding the status of the Higher Education Emergency Relief Fund. Harmon gave an update on the HEERF program and noted that the deadline for the remaining funds to be used has been extended until June 30, 2023.

Conclusions

This was an information item and required no action.

Information Item C – Review of Fiscal Year 2020-2021 Financial Report

Discussion

Trustee Jenkins recognized Harmon to present information regarding the 2020-2021 Financial Report. Harmon discussed APSU’s Primary Reserve, Viability, Return on Net Asset and Net Operating Revenue ratios as well as the university’s Composite Financial Index.

A clarifying question was asked about who set the financial expectation lines. Harmon explained that an outside CPA firm set the same expectations for all public universities in Tennessee.

With initiatives to recruit new students and with the funds that have been utilized from federal programs, Harmon noted that University leaders hope to remain in a good financial position going into next year.

Conclusions	
This was an information item and required no action.	
Adjourn	
Conclusions	
Trustee Jenkins moved to adjourn the meeting. Trustee Atkins seconded the motion. A voice vote was taken and carried. The meeting adjourned at 10:02 a.m.	

Austin Peay State University
Estimated Budget 2021-22 & Proposed Budget 2022-23

Revenues/Funds Available

Education and General	Estimated	Proposed
Funds from previous year rebudgeted	\$ 727,500	\$ -
Tuition and Fees	82,492,400	84,127,800
State Appropriations	58,819,700	67,368,000
Grants and Contracts (IDC)	4,877,400	4,877,400
Sales and Services of Other Activities	6,844,700	6,886,100
Other Sources	2,474,500	2,466,400
Auxiliary Enterprises		
Sales & Services of Auxiliary Enterprises	14,529,400	13,250,200
Total Revenues/Funds Available	\$ 170,765,600	\$ 178,975,900

Expenditures and Transfers by Function

Education and General	Estimated	Proposed
Instruction	\$ 69,635,300	\$ 79,273,300
Research	1,431,400	1,259,300
Public Service	495,200	419,600
Academic Support	11,042,900	11,194,900
Student Services	26,493,600	26,699,400
Institutional Support	14,366,300	15,233,900
Operation and Maintenance of Plant	15,923,800	15,843,800
Scholarships and Fellowships	13,201,500	12,426,300
<u>Transfers</u>		
Principal and Interest	2,953,800	2,953,800
Renewal and Replacement	385,000	385,000
Unexpended Plant	324,300	53,300
Other Funds	(16,900)	(16,900)
Auxiliary Enterprises		
Expenditures	8,657,200	8,130,600
<u>Transfers</u>		
Principal and Interest	4,720,700	4,087,400
Renewal and Replacement	1,074,600	961,600
Other Funds	76,900	70,600
Total Expenses	\$ 170,765,600	\$ 178,975,900

Expenditures and Transfers by Natural Classification

Education and General	Estimated	Proposed
Salaries	\$ 76,001,800	\$ 83,439,200
Employee Benefits	31,895,900	33,267,900
Operating Expenses	44,692,300	45,643,400
Transfers	3,646,200	3,375,200
Auxiliary Enterprises		
Salaries	2,053,000	2,122,100
Employee Benefits	590,000	551,900
Operating Expenses	6,014,200	5,456,600
Transfers	5,872,200	5,119,600
Total Expenses	\$ 170,765,600	\$ 178,975,900

AUSTIN PEAY STATE UNIVERSITY • ORGANIZATIONAL CHART
Effective July 1, 2022

