

Budget Advisory Committee  
October 5, 2017 @ 3 p.m.  
President's Conference Room

Present:

Jack Butler  
Evelyn Chambers  
Yvette Clark  
Margie Crabtree  
Leslie Crickenberger  
Carol Holly  
Darrell Hoy  
Glenn James  
Christy Killman  
David Larimore  
Rachel Tuck Martin  
Jeff Roberts  
Paul Semmes  
Mark Stephens  
Claire Stinson  
Emily Wheeler  
Mark Wilson  
Lee Wray  
Jeff Young  
Lisa Zagumny  
John Smith (for Kevin Braswell)  
Lisa Russell (for Kevin Braswell)  
Dewayne Wright (for Karen Lykins)  
Sandra Bohannon (for Marc Burnett)

Absent:

Kevin Braswell  
Alice Camuti  
Corinne Darvennes  
Karen Lykins  
Deanna Metts  
Philip Oldham  
Thomas Payne  
Diane Smith  
Bharat Soni

Dr. Claire Stinson thanked everyone for their attendance and distributed the meeting agenda and handouts. The minutes of May 18, 2017 were distributed previously via email.

**Approval of Agenda:** Dr. Stinson asked for a motion for the approval of the agenda. David Larimore moved to approve the agenda, Mark Wilson seconded, there was no discussion and the agenda was approved unanimously.

**Approval of Minutes:** Dr. Stinson asked for a motion to approve the minutes of May 18, 2017. David Larimore moved to approve the minutes and Mark Wilson seconded. Dr. Stinson asked for discussion. There was no discussion and the minutes were approved unanimously.

**Revenue Review:** Dr. Stinson directed the committee to Handout A: Tennessee Board of Regents Unrestricted State Appropriations for 2017-18 adding that the state appropriations still flow through the Board of Regents. Dr. Stinson pointed out we received the recurring \$500,000 Legislative Amendment to recognize the Carnegie classification change.

Dr. Stinson also pointed out that \$1,092,000 did not show in the spring for the TCRS Rate Adjustment. Dr. Stinson stated that the Business Office has been monitoring the changes in the retirement system and explained the difference between the two systems. We are currently paying close to 19% contribution into the Legacy System and the new system is supposed to be capped at 3%. The \$1,092,000 gives us some state appropriations specifically to address the increase and to help offset this. Our fringe benefits have increased 3% this year. In the May budget, we anticipated having free dollars in the pool for fringe benefits because we had eliminated some positions, etc. but in the end we were short \$88,000 in fringe benefits overall.

Dr. Stinson indicated she was explaining this because as we go forward with requesting new positions the fringe benefit amount will be increased from 35% to 40%; so new positions to be funded will have a 40% fringe benefit rate which is an average.

Dr. Glenn James asked Dr. Stinson to explain the Restricted Appropriation amount of (\$700,900). Dr. Stinson indicated it had been there for a long time and explained it was made up of a combination of two things: 1) appropriations for the operation of the Craft Center; and 2) horticulture. Dr. Stinson indicated it never changed and was always the same amount. Dr. Stinson explained that it is shown as a negative because it is in our appropriations but we have to account for it as a restricted state appropriation.

Dr. Stinson directed the group to Handout B: TTU FY18 Revised Budget Revenue Projections which is prepared by Margie Crabtree for each of the budget cycles; this estimates the budget revenue from tuition and fees.

Dr. Stinson pointed out a couple of items of note on the spreadsheet:

- 1) e-campus revenue which is highlighted (FRS Acct No.1-10115-0131) has some empty columns because we do not get information from TBR on e-campus until late in November. This includes ecampus revenues and also e-campus courses that include other institutions' students. Dr. Stinson indicated that this amount has been estimated based on the information we have from last year; an adjustment has not been made for revised budget.
- 2) \$1,348,500 is the increase in revenue from in-state tuition and maintenance fee revenues with \$1 million attributed to our increased enrollment. Dr. Stinson stated that the full amount of the tuition increase was not budgeted because it had not been approved by the Board; 3% was estimated and we actually

received a 3.74% increase. So, 3% was included in Proposed Budget, so the .74% is reflected with the additional enrollment amount.

- 3) \$1,251,500 is red for out-of-state revenue which is down again. \$472,000 is related to fall semester which is still being analyzed but appears to be related to R250. \$635,000 is related to summer school.
- 4) increase in revenues of \$97,000 of maintenance fees.
- 5) section on fees include TAF, Debt Service, and Specialized Academic Courses, etc. are estimated.
- 6) revenues are estimated to be increased by \$715,750, most are designated revenues with a matched budget, so the free money is \$97,000.

Dr. Stinson directed the committee to Handout C: Maintenance and Tuition graphs and spreadsheets which were prepared by Matt Smith which shows trends and actuals.

**Expenditure Review:** Dr. Stinson directed the group to the projection screen for review of her working document for the October Revised 2017 budget which includes reoccurring and one-time budget items (since this is a work-in-progress, this item was not included in handouts). Anticipated recurring expenses totaled \$199,558 and one-time expenses totaled \$903,913; the largest one-time expense was \$656,753 for Marketing. Dr. Stinson also reviewed the plan for the investment in technology faculty over a three-year period. Dr. Stinson indicated that this work-in-progress list is designed to keep all items in mind and is not final; she will be working with other areas to finalize for budget submission.

Dr. Stinson indicated we needed to begin looking at programs with our goal for 15,000 students, indicating that there was a number of fixed costs such as the costs for a Dean which can be spread over the cost per student, which will vary as we grow because it will spread over a larger student population.

**Carryovers:**

Dr. Stinson directed the committee to Handout D: FY17-FY18 Carryover Requests Summary – Items Being Considered for Approval. The list is primarily of dollars that are either revenue supported, have some type of mix between the two fiscal years, start-up money involved, indirect costs that belong to faculty, departments, colleges, research match obligations, purchase orders, projects that have been started but not completed, specialized academic course fees, student activity fees or TAF.

Adjournment: The meeting adjourned at 4:28 p.m.

Handouts provided:

Handout A: Tennessee Board of Regents Unrestricted State Appropriations  
2017-18

Handout B: TTU FY18 Revised Budget

Handout C: Maintenance and Tuition Graphs

Handout D: FY17-FY18 Carryover Requests Summary – Items Being Considered  
for Approval.

TENNESSEE BOARD OF REGENTS  
UNRESTRICTED STATE APPROPRIATIONS  
2017-18

| INSTITUTION                | Proposed<br>2017-18<br>Appropriation | Legislative<br>Amendments | TCRS Rate<br>Adjustment | Risk Mgmt          |                   | 2017-18<br>Revised<br>Appropriation | Less<br>Restricted<br>Appropriation | Unrestricted<br>2017-18<br>Appropriation |
|----------------------------|--------------------------------------|---------------------------|-------------------------|--------------------|-------------------|-------------------------------------|-------------------------------------|--|
|                            |                                      |                           |                         | Claims             | Property          |                                     |                                     |  |
| AMPSU                      | \$ 43,695,500                        |                           | 907,600                 | 5,000              | 13,600            | \$ 44,621,700                       | \$                                  | \$ 44,621,700                            |
| ETSU                       | 59,847,900                           |                           | 1,270,000               | (29,400)           | 11,300            | 61,089,800                          |                                     | 61,089,800                               |
| ETSU-COM                   | 32,823,000                           |                           | 278,200                 | (6,300)            |                   | 33,094,900                          |                                     | 33,094,900                               |
| ETSU-FP                    | 7,086,800                            |                           | 75,100                  | (1,100)            |                   | 7,160,800                           |                                     | 7,160,800                                |
| MIFLU                      | 95,350,100                           |                           | 1,639,000               | (12,300)           | 26,900            | 97,003,700                          | (489,500)                           | 96,514,200                               |
| TBU                        | 36,152,500                           |                           | 592,500                 | 3,500              | 8,600             | 36,757,500                          | (1,026,300)                         | 35,731,200                               |
| TTU                        | 46,149,800                           | 500,000                   | 1,092,000               | (22,100)           | 11,400            | 47,731,100                          | (700,900)                           | 47,030,200                               |
| UDM                        | 109,102,700                          |                           | 1,717,400               | (11,600)           | 18,700            | 110,827,200                         | (65,000)                            | 110,762,200                              |
| <b>Subtotal</b>            | <b>430,208,300</b>                   | <b>500,000</b>            | <b>7,571,800</b>        | <b>(73,900)</b>    | <b>90,500</b>     | <b>438,246,700</b>                  | <b>(2,181,700)</b>                  | <b>436,065,000</b>                       |
| CHSCC                      | 30,562,400                           |                           | 517,200                 | 33,800             | 4,800             | 31,118,200                          |                                     | 31,118,200                               |
| CLSCC                      | 10,787,700                           |                           | 201,700                 | (2,700)            | 1,500             | 10,986,200                          |                                     | 10,986,200                               |
| COBCC                      | 14,773,100                           |                           | 251,500                 | (700)              | 2,500             | 15,026,400                          | (72,700)                            | 14,953,700                               |
| DSEC                       | 9,136,800                            |                           | 294,200                 | 16,000             | 1,600             | 9,388,600                           |                                     | 9,388,600                                |
| JSCC                       | 13,262,100                           |                           | 301,900                 | (4,200)            | 1,700             | 13,561,500                          |                                     | 13,561,500                               |
| MSSC                       | 13,006,600                           |                           | 286,900                 | (4,500)            | 3,500             | 13,292,500                          |                                     | 13,292,500                               |
| NASCC                      | 19,854,300                           |                           | 399,200                 | (9,300)            | 5,100             | 20,259,300                          |                                     | 20,259,300                               |
| NECC                       | 17,727,700                           |                           | 418,000                 | (11,900)           | 3,400             | 18,137,200                          |                                     | 18,137,200                               |
| PSCC                       | 29,955,800                           |                           | 534,300                 | (16,900)           | 4,600             | 30,477,800                          |                                     | 30,477,800                               |
| RSCC                       | 26,683,800                           |                           | 484,600                 | (9,600)            | 5,300             | 27,147,100                          | (150,000)                           | 26,997,100                               |
| STCC                       | 20,460,700                           |                           | 344,700                 | (1,800)            | 6,100             | 20,809,700                          |                                     | 20,809,700                               |
| WASCC                      | 23,045,700                           |                           | 415,700                 |                    | 8,300             | 23,469,700                          |                                     | 23,469,700                               |
| <b>Subtotal</b>            | <b>249,864,300</b>                   |                           | <b>4,859,399</b>        | <b>(11,700)</b>    | <b>52,200</b>     | <b>254,754,100</b>                  | <b>(222,700)</b>                    | <b>254,531,400</b>                       |
| TCATS                      | 65,211,300                           |                           | 1,325,400               | 4,300              | 16,600            | 66,857,600                          |                                     | 66,857,600                               |
| TBR                        | 6,223,400                            | 1,529,400                 | 229,400                 | (100)              | 1,400             | 7,983,500                           | (29,400)                            | 7,954,100                                |
| Regents Access & Diversity | 10,256,900                           |                           |                         |                    |                   | 10,256,900                          | (10,256,900)                        |  |
| TSU McMinnville Center     | 605,600                              |                           | 2,600                   |                    |                   | 608,200                             |                                     | 608,200                                  |
| TSU Institute of A&E       | 3,509,700                            |                           | 32,400                  | (400)              |                   | 3,541,700                           |                                     | 3,541,700                                |
| TSU Cooperative Ext        | 3,428,000                            |                           | 84,200                  | (2,100)            |                   | 3,510,100                           |                                     | 3,510,100                                |
| TSU Forestry               | 193,300                              |                           |                         |                    |                   | 193,300                             |                                     | 193,300                                  |
| <b>TOTAL</b>               | <b>\$ 769,800,800</b>                | <b>\$ 3,029,400</b>       | <b>\$ 14,105,100</b>    | <b>\$ (81,900)</b> | <b>\$ 160,700</b> | <b>\$ 786,012,100</b>               | <b>\$ (117,900,100)</b>             | <b>\$ 668,112,000</b>                    |

(A)

Legislative amendments: TTU to recognize Carnegie classification change (recurring); TBR - \$29,400 to move Council on Career & Technical Education to TBR (PC 43.3 2017, recurring) and \$1.5 million for management support services (non-recurring).

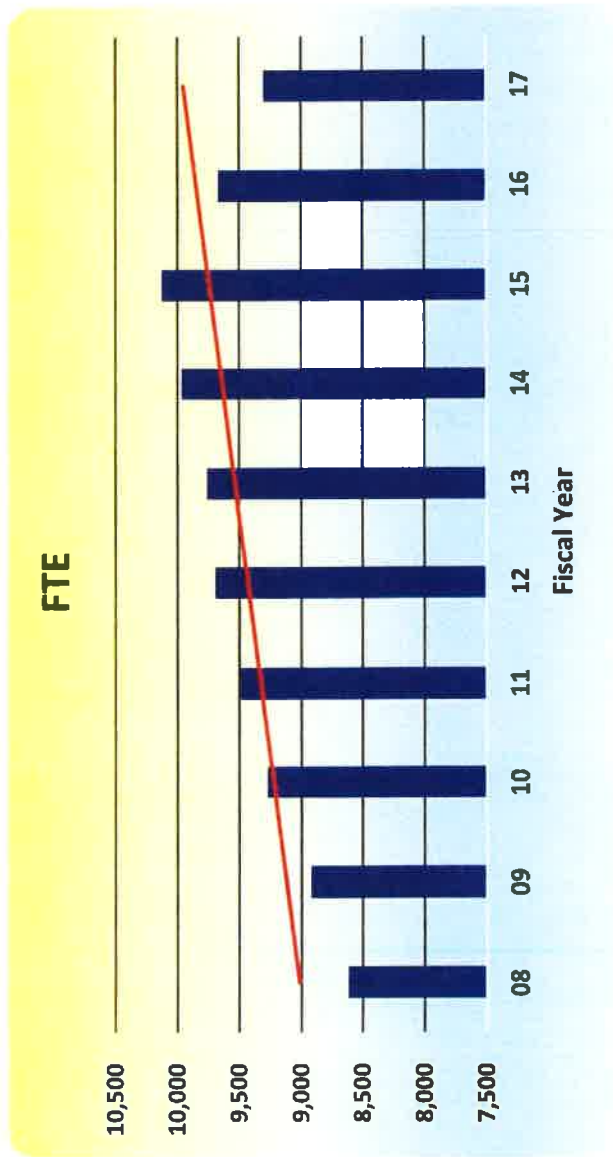


### Tennessee Technological University FY18 Revised Budget

| Acct No      | Fund | Dept | Program | Account Description                                | 2017 Actual    | 2017 Budget    | 2018 Budget    | 2018 Revenue   | Total          | Proposed Budget | Revenue Budget | Revenue Budget % | Revenue Budget % |
|--------------|------|------|---------|--|----------------|----------------|----------------|----------------|----------------|-----------------|----------------|------------------|------------------|
| 1-11310-0200 |      |      |         | Misc Printing Copies                               | 30,817         | 30,817         | 30,817         | 137,500        | 107,687.50     | 107,500.00      | 8,485.53       | 11,500.00        | 100.00           |
| 1-11700      |      |      |         | Facilities Fee                                     | 31,106.02      | 31,106.02      | 31,106.02      | 948,886.53     | 648,886.53     | 937,400.00      | 1,600.00       | 1,300.00         | 100.00           |
| 1-18445-0200 |      |      |         | Empl Card  | 2,815.00       | 2,815.00       | 2,815.00       | 9,000.00       | 9,000.00       | 9,000.00        | 9,000.00       | 9,000.00         | 100.00           |
| 1-1311-0100  |      |      |         | CEU-Ext Educ (FKS)                                 | 0,442.24       | 50,420.38      | 50,420.38      | 455.00         | 52,262.62      | 90,000.00       | 10,237.38      | 10,000.00        | 100.00           |
| 1-1311-0200  |      |      |         | Ext For Non-credit                                 | 405.00         | 207,257.00     | 207,257.00     | 1,800.00       | 209,057.00     | 180,000.00      | 4,257.00       | 4,000.00         | 100.00           |
| 1-11310-0100 |      |      |         | Ext For Non-credit                                 | 33,510.00      | 33,510.00      | 33,510.00      | 17,000.00      | 50,510.00      | 48,000.00       | 48,000.00      | 48,000.00        | 100.00           |
| 1-11310-0200 |      |      |         | UG Applic Fess                                     | 86,450.00      | 48,000.00      | 48,000.00      | 4,000.00       | 52,000.00      | 48,000.00       | 48,000.00      | 48,000.00        | 100.00           |
| 1-11310-0300 |      |      |         | UG Applications                                    | 700.00         | 1,170.00       | 1,170.00       | 155,000.00     | 156,170.00     | 155,000.00      | 155,000.00     | 155,000.00       | 100.00           |
| 1-11310-0400 |      |      |         | State Fee  | 70,850.00      | 13,500.00      | 13,500.00      | 2,400.00       | 76,750.00      | 7,600.00        | 7,600.00       | 7,600.00         | 100.00           |
| 1-11310-0500 |      |      |         | Student Check Fee                                  | 1,300.00       | 17,054.00      | 17,054.00      | 8,500.00       | 25,554.00      | 10,312.00       | 10,312.00      | 10,312.00        | 100.00           |
| 1-11310-0600 |      |      |         | Lacey Fees   | 1,708.55       | 17,054.00      | 17,054.00      | 8,500.00       | 25,554.00      | 10,312.00       | 10,312.00      | 10,312.00        | 100.00           |
| 1-11310-0700 |      |      |         | LRC Library Fees                                   | 84,000.53      | 260,109.46     | 261,474.91     | 85,967.74      | 347,442.65     | 347,442.65      | 347,442.65     | 347,442.65       | 100.00           |
| 1-10105-0100 |      |      |         | RTS Equip Leas & Dismal                            | 191,700.00     | 191,700.00     | 191,700.00     | 1,800.00       | 193,500.00     | 193,500.00      | 193,500.00     | 193,500.00       | 100.00           |
| 1-10105-0200 |      |      |         | RTS Equip Leas & Dismal                            | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-10105-0300 |      |      |         | RTS Equip Leas & Dismal                            | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-10105-0400 |      |      |         | RTS Equip Leas & Dismal                            | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-10105-0500 |      |      |         | RTS Equip Leas & Dismal                            | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-10105-0600 |      |      |         | RTS Equip Leas & Dismal                            | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-11710-0200 |      |      |         | EMERMA Materials                                   | 191,700.00     | 191,700.00     | 191,700.00     | 1,800.00       | 193,500.00     | 193,500.00      | 193,500.00     | 193,500.00       | 100.00           |
| 1-11711-0200 |      |      |         | EMERMA Materials                                   | 11,500.00      | 11,500.00      | 11,500.00      | 11,500.00      | 23,000.00      | 23,000.00       | 23,000.00      | 23,000.00        | 100.00           |
| 1-11713-0200 |      |      |         | EMERMA Materials                                   | 9,800.00       | 9,800.00       | 9,800.00       | 9,800.00       | 19,600.00      | 19,600.00       | 19,600.00      | 19,600.00        | 100.00           |
| 1-11740      |      |      |         | Materials-Course                                   | 161,500.76     | 161,500.76     | 161,500.76     | 1,615.00       | 163,115.76     | 163,115.76      | 163,115.76     | 163,115.76       | 100.00           |
| 1-16192-0100 |      |      |         | Parking Permits-Student                            | 488,000.00     | 488,000.00     | 488,000.00     | 488,000.00     | 976,000.00     | 976,000.00      | 976,000.00     | 976,000.00       | 100.00           |
| 1-16192-0200 |      |      |         | Parking Permits-Student                            | 488,000.00     | 488,000.00     | 488,000.00     | 488,000.00     | 976,000.00     | 976,000.00      | 976,000.00     | 976,000.00       | 100.00           |
| 1-16126-0100 |      |      |         | Traffic Fees                                       | 7,387.50       | 7,387.50       | 7,387.50       | 7,387.50       | 14,775.00      | 14,775.00       | 14,775.00      | 14,775.00        | 100.00           |
| 1-18145      |      |      |         | STUDENT Course Fee                                 | 2,348,088.52   | 2,348,088.52   | 2,348,088.52   | 100,885.60     | 2,448,974.12   | 2,448,974.12    | 2,448,974.12   | 2,448,974.12     | 100.00           |
| 1-18110-0110 |      |      |         | 110001 194004 51842 100                            | 188,937.32     | 188,937.32     | 188,937.32     | 35,931.66      | 224,868.98     | 224,868.98      | 224,868.98     | 224,868.98       | 100.00           |
| 1-18110-0210 |      |      |         | 110001 194004 51842 100                            | 24,254.29      | 24,254.29      | 24,254.29      | 24,254.29      | 48,508.58      | 48,508.58       | 48,508.58      | 48,508.58        | 100.00           |
| 3-50001-0800 |      |      |         | 350010 170529 59450 710                            | 36,800.83      | 36,800.83      | 36,800.83      | 36,800.83      | 73,601.66      | 73,601.66       | 73,601.66      | 73,601.66        | 100.00           |
|              |      |      |         | <b>Total E &amp; G Incur (other than MNT, OST)</b> |                |                |                |                |                |                 |                |                  |                  |
|              |      |      |         | <b>Total Revised Budget Revenue Increase</b>       |                |                |                |                |                |                 |                |                  |                  |
|              |      |      |         | Finance Off - SAF                                  | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00  | 105,124,450.00 | 105,124,450.00   | 105,124,450.00   |
|              |      |      |         | <b>Total</b>                                       | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00 | 105,124,450.00  | 105,124,450.00 | 105,124,450.00   | 105,124,450.00   |

1. Banner acct code wash restrictions resulted in our grouping all 10000 online fees into one code for Fall Semester 2018 forward.  
 2. ROPD revenue shared and transfers from campus to GDC for Facilities Fee beginning Fall 2013.  
 3. Lab materials fees (except Nursing Practice Kit) increase as shown as \$110,000 unlike account code 44881 rather than for account code 34890  
 4. Budget Estimate for Deferred Payment Services (MVA program) as of Fall 2014.  
 5. No longer require pre-requisites for admissions to MBA program as of Fall 2014.  
 6. Apply fee revenue set reduced outside of the Fall 2015 along with new stringent admission rules per Dr. Hozum. Increased Fall FY17 due to Noel Leitz efforts.  
 7. Fees for new graduate programs - MACE, Nursing DNP, and Interdisciplinary Studies Online fees, are estimated equally for each semester during this first year until an actual trend is evident.

| Rate Increases                         | Incl In Proposed | Incl In Revised |
|--|------------------|-----------------|
| Rate Increase Percentage as of 2017:00 | 3.74%            | 0.74%           |
| UG Maintenance                         | 3.00%            | 3.00%           |
| GR Maintenance                         | 0.00%            | 0.00%           |
| UG OST                                 | 0.00%            | 0.00%           |
| GR OST                                 | 0.00%            | 0.00%           |



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**Tennessee Tech University  
Twelve-Month Full-Time-Equivalent Enrollment  
2007-2008 through 2016-2017**

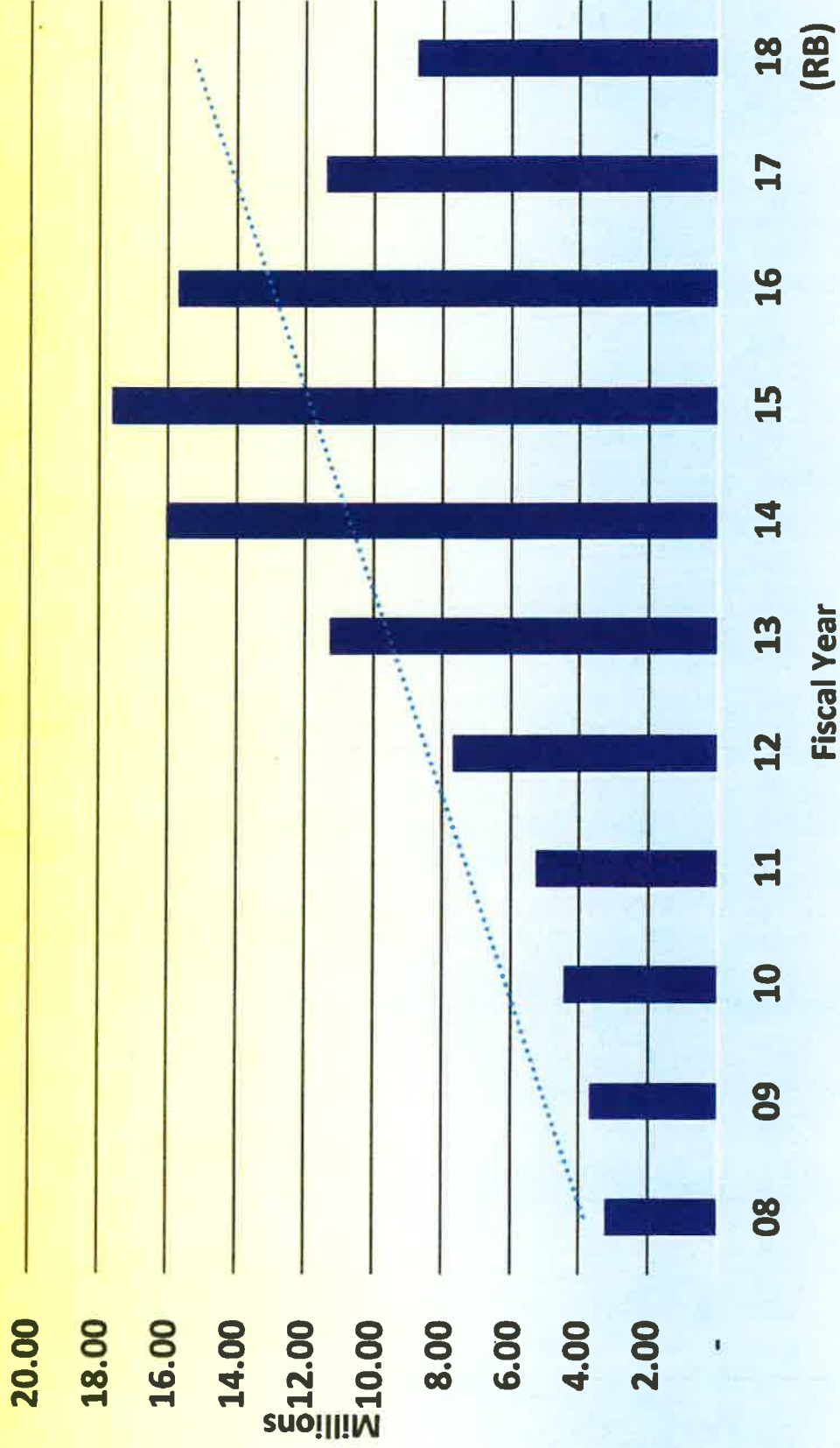
| Fiscal<br>Year | Undergraduate | Graduate | 12-Month<br>FTE<br>Enrollment |
|----------------|---------------|----------|-------------------------------|
| 2008           | 7,384         | 1,231    | 8,615                         |
| 2009           | 7,609         | 1,310    | 8,919                         |
| 2010           | 8,079         | 1,194    | 9,273                         |
| 2011           | 8,531         | 958      | 9,489                         |
| 2012           | 8,910         | 787      | 9,697                         |
| 2013           | 9,021         | 740      | 9,761                         |
| 2014           | 9,230         | 736      | 9,966                         |
| 2015           | 9,418         | 706      | 10,124                        |
| 2016           | 8,933         | 738      | 9,671                         |
| 2017           | 8,614         | 687      | 9,301                         |

Note: Twelve-month enrollment is for the period of July 1 through the following June 30.

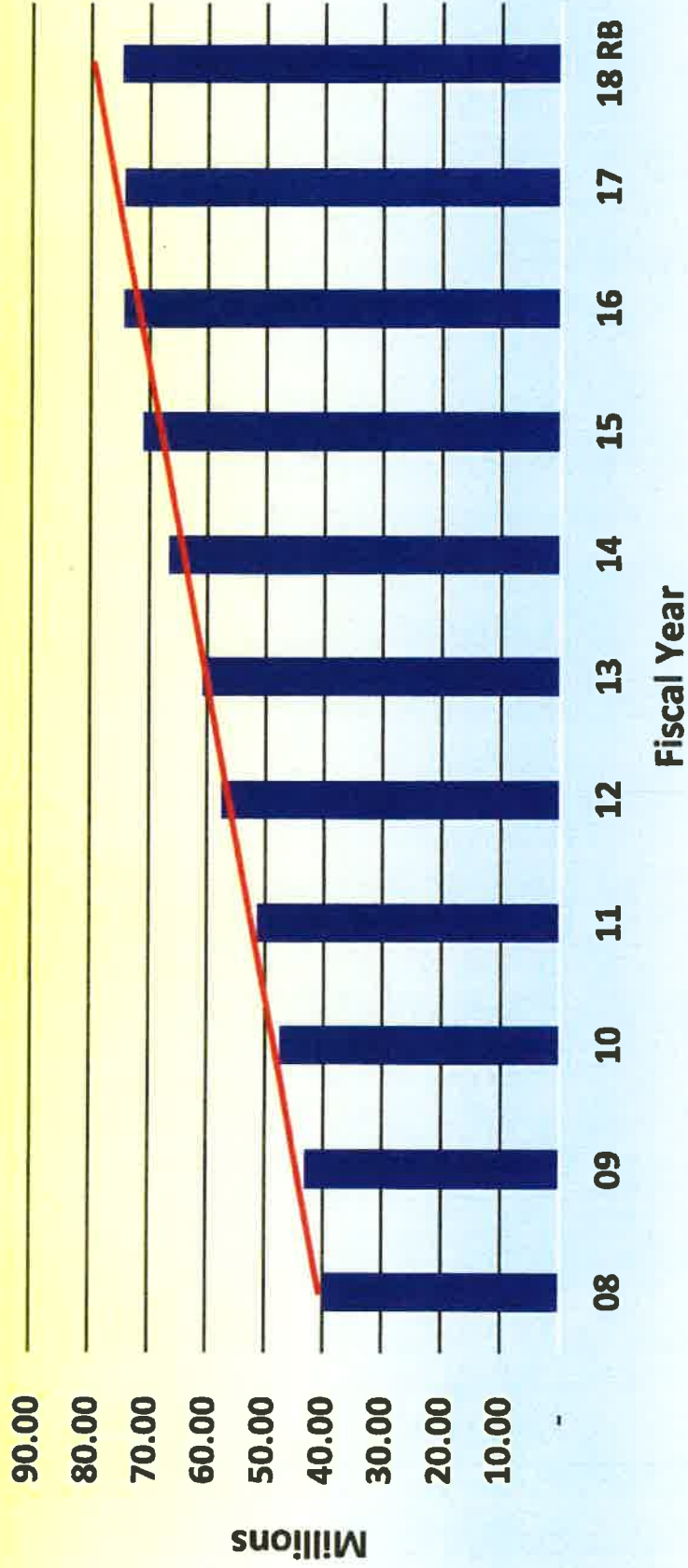
Source: Tennessee Tech University for Integrated Postsecondary Education Data System (IPEDS). (2008-2017).  
Washington, DC: U. S. Department of Education, National Center for Education Statistics.

IR, 10/5/2017

## Out-of-State Tuition Analysis



# In-State Tuition



**FY17 to FY18 Carryover Requests Summary**  
**-Items Being Considered for Approval-**

| <b>Row Labels</b>   | <b>Sum of Amount</b> |
|---------------------|----------------------|
| <b>Dept</b>         | <b>884,228</b>       |
| Bates, Doug         | -                    |
| Burnett, Marc       | 4,000                |
| Hanna, Kim          | 38,310               |
| Hoy, Darrell        | 20,957               |
| Mullens, Liz        | 15,232               |
| Oldham, Phil        | 100,957              |
| Payne, Thomas       | 33,455               |
| Semmes, Paul        | 97,581               |
| Shank, Jennifer     | 3,172                |
| Soni, Bharat        | 357,589              |
| Stephens, Mark      | 134,610              |
| Stinson, Claire     | -                    |
| Zagumny, Lisa       | 78,365               |
| <b>Fac Res</b>      | <b>11,663</b>        |
| <b>Fee Collapse</b> | <b>184,130</b>       |
| <b>IC</b>           | <b>544,111</b>       |
| <b>Match</b>        | <b>43,936</b>        |
| <b>PO</b>           | <b>104,353</b>       |
| <b>Proj</b>         | <b>165,948</b>       |
| <b>SACF</b>         | <b>161,281</b>       |
| <b>SAF</b>          | <b>609,559</b>       |
| <b>TAF</b>          | <b>1,076,383</b>     |
| <b>Grand Total</b>  | <b>3,785,592</b>     |