



## **AUDIT & BUSINESS COMMITTEE**

**March 9, 2023**

**Roaden University Center, Room 282**

### **AGENDA**

- I. Call to Order
- II. Approval of Minutes
- III. Update on Governor's Budget
- IV. Compensation Plan
- V. Non-Mandatory Fees
- VI. Tuition & Mandatory Fees
- VII. Master Plan Amendment
- VIII. Disclosed Projects FY2022-23
- IX. Disclosed Projects FY2023-24
- X. Report of Audit Activity
- XI. FY2022 State Audit
- XII. Notice of Responsibilities for Preventing, Detecting, and Reporting Fraud, Waste, and Abuse
- XIII. Adjournment of Open Session and Call to Order of Non-Public Executive Session to Discuss Audits, Investigations, Litigation, and Matters Deemed Not Subject to Public Inspection Pursuant to T.C.A. § 4-35-108(b)(1)-(3)
- XIV. Adjournment



## **AUDIT & BUSINESS COMMITTEE**

**December 1, 2022**

**Roaden University Center, Room 282**

### **MINUTES**

#### **AGENDA ITEM 1 – Call to Order**

The Tennessee Tech Board of Trustees Audit & Business Committee met on December 1, 2022 in Roaden University Center Room 282. Chair Johnny Stites called the meeting to order at 10:02 a.m.

Chair Stites asked Mr. Lee Wray, Secretary, to call the roll. The following members were present:

- Johnny Stites
- Fred Lowery
- Thomas Lynn

Other board members also in attendance were Dan Alcott (via Zoom), Tom Jones, Rhedona Rose, Trudy Harper, Barry Wilmore and Savannah Griffin. A quorum was physically present. Tennessee Tech faculty, staff and members of the public were also in attendance.

#### **AGENDA ITEM 2 – Approval of Minutes**

Chair Stites asked for approval of the minutes of the October 6, 2022 Audit & Business Committee meeting. Chair Stites asked if there were questions or comments regarding the minutes. There being none, Mr. Lynn moved to recommend approval of the October 6, 2022 Audit & Business Committee minutes. Mr. Lowery seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

**AGENDA ITEM 3 – Composite Financial Index**

Dr. Stinson presented information on the financial outcome for FY2021-22. The major metrics used to measure and monitor financial health are: composite financial index, primary reserve ratio, viability ratio, return on net assets ratio and net operating revenue ratio. Expected value is a national comparison. Tennessee Tech University's (not including foundation) CFI for FY2022 is 4.73%. The CFI including the foundation was 5.46%.

This was an informational item therefore no action was required.

**AGENDA ITEM 4 – FY22-23 Revised Budget/Organizational Chart**

Dr. Stinson advised the organizational chart changes were in Academic Affairs with the Child Development Lab added to College of Education and Center Stage added to College of Fine Arts. Dr. Stinson advised this budget includes fall enrollments. Dr. Stinson presented information on the reconciliation of changes in E & G revenues, reconciliation of change in expenses and reconciliation of change in natural expenses (Attachments A-H).

Mr. Lowery moved to send the FY22-23 October revised budget and organizational chart to the Board for approval and to place on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

**AGENDA ITEM 5 – Tuition Transparency Act Report (T.C.A. §49-7-1604)**

By February 1<sup>st</sup> of each year, the Board is required to provide a report to the General Assembly with information regarding expenditures of revenues derived from any tuition and fee increase in the previous full academic year. The report must include how revenues were used, the effect on student financial aid, and the effect on the average total cost of attendance per student. This report is for tuition rates effective Fall 2021. The report reflects tuition increase of 1.99% and mandatory fee increase of .31%. The tuition increase was used to eliminate the specialized academic course fees in College of Arts & Sciences, College of Ag & Human Ecology, College of Education and College of Fine Arts. The revenues from tuition increase were used to support budgets for programs effected by the fee elimination. The revenue from the mandatory fee increase was used to provide students with enhanced mental health and wellness support.

Mr. Lynn moved to send the Tuition Transparency Act Report for FY21-22 with the amendment to the report that the tuition increase had a zero-net effect for students to the Board for approval and to place it on the Board's regular agenda. Mr. Lowery seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

**AGENDA ITEM 6 – TTU Policy 537(Naming Buildings, Facilities and Organizational Units)**

Dr. Stinson presented the revision to address when an existing named building is demolished and replaced with a new building the Board of Trustees may elect to commemorate the originally named individual(s) in an appropriate manner upon the recommendation by the President or when an existing named building is demolished and not replaced with a new building, the Board of Trustees may elect to commemorate the originally named individual(s) at another appropriate location on campus upon the recommendation by the President.

Mr. Lowery moved to send TTU Policy 537 as presented to the Board for approval and to place it on the Board’s consent agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

**AGENDA ITEM 7 – Approval of 2023 Audit Plan**

Deanna Metts advised the plan was provided in Diligent. The plan lists each significant activity to be carried out by Internal Audit, type of activity, functional area being covered and time period. This only requires approval by the Audit & Business Committee and does not go to the full Board for approval.

Mr. Lynn moved to approve the 2023 Audit Plan as required by Tennessee Tech University Audit Committee Charter for Internal Audit as presented. Mr. Lowery seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

**AGENDA ITEM 8 – Adjournment of Open Session & Call to Order on the Non-Public Executive Session**

There being no further business, the meeting adjourned at 11:06 a.m. After a short break, the Non-Public Executive Session began at 11:14 a.m. Trustees and Administration were present for the meeting. Trustee Alcott participated via zoom.

**AGENDA ITEM 9 – Adjournment**

There being no further business, the Non-Public Executive Session adjourned at 1:00 p.m.

Approved,

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Lee Wray, Secretary

# Attachment A

## Reconciliation of Changes in E&G revenues

	Actuals FY2021-22	Proposed Budget FY2022-23	Difference	Revised Budget FY2022-23	Difference
Tuition and Fees	\$100,912,809	\$100,785,900	(\$126,909)	\$100,544,000	(\$241,900)
State Appropriations	\$64,531,413	\$78,863,600	\$14,332,187	\$79,920,600	\$1,057,000
Other Activities	\$19,442,451	\$12,798,400	(\$6,644,051)	\$12,949,300	\$150,900
<b>Total Revenues</b>	<b>\$184,886,673</b>	<b>\$192,447,900</b>	<b>\$7,561,227</b>	<b>\$193,413,900</b>	<b>\$966,000</b>



## E&G Revenues Reconciliation of Difference

### Proposed vs Actual

- Tuition and Fees (\$126,909)
  - Proposed budget was based on conservative estimates for tuition revenues
- State Appropriations \$14,332,187
  - Formula adjustment (\$497,500)
  - New state appropriations for outcomes funding \$4,380,400
  - Salary Pool \$2,201,500
  - Adjustments for OPEB, TCRS, Risk Management, and Health insurance \$611,100
  - Wind tunnel & Super Comp \$3,500,000
  - NSF Match one-time funding \$700,000
  - Rural Reimagined one-time funding \$1,000,000
  - Craft Center one-time funding \$2,840,000
- Other Revenue (\$6,644,051)
  - Budgeted decline in grants revenue (\$992,440)
  - Did not budget HEERF Foregone Revenue of (\$5,231,630)

### Revised vs Proposed

- Tuition and Fees (\$241,900)
  - In state tuition increase \$277,550
  - Out of state tuition decrease (\$38,250) based on actual fall enrollment in International students
  - Debt Service fee reduction (\$202,500)
  - Technology Access fee reduction (\$94,250)
  - Facilities Fee reduction (\$80,250)
- State Appropriations \$1,057,000
  - Adjustments for OPEB, TCRS, Risk Management, and Health Insurance \$170,800
  - 401k Enhancement Match one-time funding \$886,200
- Other Revenue \$160,900
  - Federal Indirect Cost Revenue \$150,000



## Change in Expenses

	Actuals FY2021-22	Proposed Budget FY2022-23	Difference	Revised Budget FY2022-23	Difference
Instruction	\$74,401,456	\$86,981,400	\$12,579,944	\$87,781,500	\$800,100
Research	\$2,274,583	\$2,750,800	\$476,217	\$6,972,900	\$4,222,100
Public Service	\$2,042,070	\$2,056,600	\$14,530	\$3,297,200	\$1,240,600
Academic Support	\$12,936,251	\$14,308,000	\$1,371,749	\$17,641,500	\$3,333,500
Student Services	\$21,390,410	\$22,823,600	\$1,433,190	\$23,825,400	\$1,001,800
Institutional Support	\$16,895,889	\$19,915,000	\$3,019,111	\$18,128,200	(\$1,786,800)
Oper. & Maint. of Plant	\$14,855,807	\$16,319,900	\$1,464,093	\$18,274,500	\$1,954,600
Scholarships & Fellowships	\$16,000,095	\$17,536,300	\$1,536,205	\$19,154,100	\$1,617,800
<b>Total Expenses</b>	\$160,796,561	\$182,691,600	\$21,895,039	\$195,075,300	\$12,383,700

## Proposed vs Actual Reconciliation of Change in Expenses

- **Instruction**
  - Lapse salaries from unfilled faculty and staff positions in FY 2021-22 \$1,663,542
  - Budgeted 4% Salary Pool increase \$2,047,242
  - Faculty Promotions \$203,897
  - Wind Tunnel \$3,500,000
  - CEROC \$1,200,000
  - Rural Reimagined \$1,000,000
  - Craft Center \$2,800,000
- **Research**
  - Budgeted 4% Salary Pool increase \$24,950
  - Indirect Cost Pool increase \$293,050
- **Public Service**
  - Budgeted 4% Salary Pool increase \$20,955
- **Academic Support**
  - Maintenance Contract increase \$65,000
  - Budgeted 4% Salary Pool increase \$566,118
  - FY21-22 unspent budget \$824,818
- **Student Services**
  - Budgeted 4% Salary Pool increase \$528,687
  - FY21-22 unspent budget \$808,647
- **Inst. Support**
  - Increased TCRS Benefit Rate \$611,100
  - Increase Marketing budget \$650,000
  - Budgeted 4% Salary Pool increase \$477,485
  - FY21-22 unspent budget \$976,823
- **Main & Operations**
  - Budgeted 4% Salary Pool increase \$219,618
  - Increase Utilities \$427,000
  - FY21-22 unspent budget \$805,365
- **Scholarships**
  - Scholarships FY21-22 Unspent budget \$320,587
  - Increase Scholarship budget \$1,200,000





## Revised vs Proposed Reconciliation of Change in Expenses

- Instruction
  - Re-budget of Carryforwards:
    - Collapsed SACF \$341,863
    - SAF \$816,623
    - TAF \$2,499,662
    - Engr State Appropriation funds \$1,988,692
    - Online & Alternate Delivery Fee \$2,708,099
    - Purchase Orders \$293,264
    - Departmental Requests \$289,449
    - Summer School \$362,829
    - Revenue generating \$612,543
    - University Future Funding \$1,098,470
  - New State Appropriations at Proposed placed in instruction and at Revised moved into Research, Public Service, and Transfer accounts
    - Wind Tunnel (\$3,500,000)
    - CEROC (\$1,200,000)
    - Rural Reimagined (\$1,000,000)
    - Craft Center (\$2,800,000)
  - Reduce Benefit budget (\$1,548,008)
  - Adjustments due to fees collected (\$277,217)
- Research
  - Re-budget of Carryforwards \$2,607,290
  - FY21 Indirect Cost Distribution Adjustment \$288,383
  - CEROC \$1,200,000
- Public Service
  - Re-budget of Carryforwards \$145,155
  - Rural Reimagined \$1,000,000
- Academic Support
  - Re-budget of Carryforwards \$2,923,291
  - Library budget increase \$150,000
- Student Services
  - Counseling Center - \$169,000
  - Coursedog software - \$183,678
  - Re-budget of Carryforwards \$838,184
- Institutional Support
  - Reduce Benefit Budget (\$2,233,335)
  - Marketing Budget Continuation increase \$150,000
  - Re-budget of Carryforwards \$297,148
- Maint & Operations
  - Utilities increase \$1,736,069
  - Re-budget of Purchase Order Carryforwards \$123,748
- Scholarships
  - Presidential Scholarship \$1,410,882
  - Athletic Scholarships \$170,480



## Change in Natural Classification Expenses

	Actuals FY2021-22	Proposed Budget FY2022-23	Difference	Revised Budget FY2022-23	Difference
Salary and Wages	\$80,452,871	\$85,226,469	\$4,773,598	\$87,736,836	\$2,510,367
Fringe Benefits	\$33,210,644	\$37,031,366	\$3,820,722	\$33,379,955	(\$3,651,411)
Travel	\$1,835,680	\$1,584,615	(\$251,065)	\$2,075,850	\$491,235
Operating & Utilities	\$27,098,850	\$40,394,442	\$13,295,592	\$51,385,055	\$10,990,613
Scholarships & Fellowships	\$16,563,879	\$18,093,623	\$1,529,744	\$19,682,220	\$1,588,597
Capital	<u>\$1,634,637</u>	<u>\$361,094</u>	<u>(\$1,273,543)</u>	<u>\$815,104</u>	<u>\$454,010</u>
<b>Total E&amp;G</b>	\$160,796,561	\$182,691,609	\$21,895,048	\$195,075,020	\$12,383,411



## Proposed vs Actual Reconciliation of Change in Natural Expenses

- **Salary and Wages**
  - Lapse salaries from unfilled faculty and staff positions re-established in Proposed Budget \$1,663,542
  - Budgeted 4% Salary Pool increase \$2,993,339
  - Faculty Promotions \$203,897
  
- **Benefits**
  - FY 2021-22 unspent benefits due to vacant positions and decrease in anticipated fringe benefit rate due to shift of employees from Legacy to Hybrid plan and lower cost for Pension & OPEB passed through from state, including \$2,853,703.86 in additional state contributions made to the TCRS Legacy Pension Plan.
  - Increased TCRS Benefit Rate \$611,100
  
- **Travel**
  - Temporary funds transferred into and spent for travel in FY21-22 in excess of permanent Proposed budget.
  
- **Operating & Utilities**
  - FY 2021-22 unspent budgets and special fees \$(21,240,392)
  - State Appropriations added at Proposed in the operating budget.
    - Wind Tunnel \$3,500,000
    - CEROC \$1,200,000
    - Rural Reimagined \$1,000,000
    - Craft Center \$2,800,000
  - Marketing increase \$650,000
  - Utilities increase \$427,000
  
- **Scholarships & Fellowships**
  - Scholarships Unspent \$320,587
  - Increase Scholarship budget \$1,200,000
  
- **Capital**
  - Temporary funds transferred into and spent for departmental projects and equipment in FY21-22



## Revised vs Proposed Reconciliation of Change in Natural Expenses

- **Salary and Wages**
  - New positions funded by units \$429,727
  - Faculty promotions, equity, and degree adjustments \$480,385
  - Police and security positions \$136,476
  - Add funds for longevity \$129,938
  - Units move funds for adjuncts, temporary, and student workers \$1,300,000
- **Fringe Benefits**
  - Reduced budget to reflect actuals – transferred funds for presidential scholarships and anticipated utilities increase (\$2,512,427)
  - Reduced budget temporarily to fund one-time request (\$1,298,008)
- **Travel**
  - Funds transferred to travel by units \$491,235
- **Operating & Utilities**
  - Re-budget of carryforward amounts \$17,528,815
    - Collapsed SACF \$341,863
    - Faculty Research & Indirect Cost \$1,944,472
    - SAF \$816,623
    - TAF \$2,499,662
    - Engr State Appropriation funds \$1,988,692
    - Online & Alternate Delivery Fee \$4,116,438
    - Student Activity Fee \$606,936
    - Other department requests \$ 2,431,211
    - Purchase Orders \$1,158,441
    - Summer School \$362,829
    - Projects \$163,178
    - University Future Commitments \$1,098,470
  - Move State Appropriations to Transfer accounts
    - Wind Tunnel (\$3,500,000)
    - Craft Center (\$2,800,000)
  - Marketing Budget increase \$150,000
  - Library increase \$150,000
  - Counseling Center \$169,000
  - Courserdog software \$183,678
  - Increase Utility Budget \$1,736,069
  - Units transfer funds from operating to salary & wages (\$1,300,000)
  - Reduction due to Fee revenue estimates (\$458,331)
- **Scholarships**
  - Presidential Scholarship \$1,410,882
  - Athletic Scholarships \$170,480
- **Capital**
  - Purchase Order Carryforwards \$364,316
  - Funds transferred for departmental projects \$89,694





## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Update on Governor’s Budget

Review       Action       No action required

**PRESENTERS:** Claire Stinson, Vice President for Planning & Finance

**PURPOSE & KEY POINTS:** Information item

Governor Lee released his recommended budget for FY 2023-24 on February 6, 2023. The Governor’s budget included \$111.7 for higher education to fund the outcomes budget, allocation for salary increases and inflationary costs. Tennessee Tech’s portion of the recommended new operating funds is \$6.7 million. In addition to the recommended operating funds, the Governor’s budget includes \$1,000,000 of recurring funding and \$200,000 of non-recurring funding for our Cybersecurity center.

THEC’s request for capital funding for universities was significantly more than what is included in the Governor’s budget. Tennessee Tech’s request for a new classroom building is not included in the Governor’s budget. However, the Governor’s budget does include \$6.5 million for capital maintenance projects for Tennessee Tech. THEC’s request for funding for campus safety and ADA projects were not included in the Governor’s budget.

Tennessee Tech staff will continue to monitor the budget recommendations as the Governor’s budget moves through the legislative process.

**Analysis of 2023-2024 State Appropriations - Governor's Budget**

**3.2**

**Reconciliation of Governor's Higher Education Budget for All Institutions Operating Costs Increase (Funding Formula):**

Governor's Budget - Outcomes & Salary Pool Combined	<b>\$ 111,946,000</b>	
Governor's Budget - Outcomes	<b>\$ 47,901,500</b>	
Distribution:		Percent of Total
TBR	\$ 16,283,000	33.99%
APSU	\$ 2,240,300	4.68%
ETSU	\$ 2,878,000	6.01%
MTSU	\$ 4,096,700	8.55%
TSU	\$ 1,561,000	3.26%
TTU	\$ 2,285,100	4.77%
UM	\$ 4,979,800	10.40%
UT	\$ 13,577,600	28.34%
	<b>\$ 47,901,500</b>	<b>100.00%</b>
Governor's Budget - Salary Pool	<b>\$ 64,044,500</b>	
Distribution:		Percent of Total
TBR	\$ 17,560,000	27.42%
APSU	\$ 2,683,000	4.19%
ETSU	\$ 4,406,500	6.88%
MTSU	\$ 6,095,000	9.52%
TSU	\$ 2,779,500	4.34%
TTU	\$ 2,920,000	4.56%
UM	\$ 7,450,000	11.63%
UT	\$ 20,150,500	31.46%
	<b>\$ 64,044,500</b>	<b>100.00%</b>

**Reconciliation of Governor's Budget to THEC Recommendation on Outcomes Formula:**

	THEC Recommend New Funding	Governor's Budget Recommendation	Percentage Funded
APSU	\$ 7,337,000	\$ 2,240,300	30.53%
ETSU	\$ 9,373,000	\$ 2,878,000	30.71%
MTSU	\$ 13,417,300	\$ 4,096,700	30.53%
TSU	\$ 5,112,400	\$ 1,561,000	30.53%
TTU	\$ 7,320,100	\$ 2,285,100	31.22%
UM	\$ 16,309,500	\$ 4,979,800	30.53%
CC	\$ 37,634,200	\$ 13,296,100	35.33%
TCAT	\$ 9,362,800	\$ 2,986,900	31.90%
UTK	\$ 32,049,100	\$ 9,839,300	30.70%
UTC	\$ 7,656,500	\$ 2,337,800	30.53%
UTS	\$ -	\$ 43,600	
UTM	\$ 4,428,100	\$ 1,356,900	30.64%
	<b>\$ 150,000,000</b>	<b>\$ 47,901,500</b>	<b>31.93%</b>

**Proposed Capital Maintenance Appropriations  
from Bonds, Current Funds, and Other Revenues  
Fiscal Year 2023-2024**

PROJECT	COUNTY	TOTAL	STATE	BONDS	FEDERAL	OTHER
<b>Commerce and Insurance</b>						
TN Fire Training Academy Fire Alarm System Upgrades	Bedford	\$ 1,580,000	\$ 0	\$ 0	\$ 0	\$ 1,580,000
<b>Correction</b>						
DJRC Site Improvements	Davidson	\$ 6,100,000	\$ 0	\$ 0	\$ 0	\$ 6,100,000
NWCX Annex Site Improvements	Lake	8,040,000	0	0	0	8,040,000
RMSI Food Service Upgrades	Davidson	11,140,000	0	0	0	11,140,000
Upgrade Locking Systems Phase 4	Statewide	4,000,000	0	0	0	4,000,000
WTSP Electronic Security Systems Refresh	Lauderdale	4,500,000	0	0	0	4,500,000
<b>Sub-Total Correction</b>		<b>\$ 33,780,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 33,780,000</b>
<b>Education</b>						
TSD Akin Gym Floor and HVAC Repairs	Knox	\$ 1,020,000	\$ 1,020,000	\$ 0	\$ 0	\$ 0
<b>Environment and Conservation</b>						
Natchez Trace State Park Cub Lake Lodge Renovations	Henderson	\$ 6,160,000	\$ 0	\$ 0	\$ 0	\$ 6,160,000
Tims Ford State Park Cabin Renovations	Franklin	14,670,000	0	0	0	14,670,000
<b>Sub-Total Environment and Conservation</b>		<b>\$ 20,830,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 20,830,000</b>
<b>General Services</b>						
Energy Saving Performance Contracts	Statewide	\$ 50,000,000	\$ 50,000,000	\$ 0	\$ 0	\$ 0
National Civil Rights Museum Maintenance Grant	Shelby	300,000	300,000	0	0	0
TPAC Annual Maintenance Grant	Davidson	300,000	300,000	0	0	0
<b>Sub-Total General Services</b>		<b>\$ 50,600,000</b>	<b>\$ 50,600,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Military</b>						
Berry Field Building 721 Systems Updates	Davidson	\$ 1,830,000	\$ 0	\$ 0	\$ 1,372,500	\$ 457,500
Cookeville Readiness Center HVAC and Facility Update	Putnam	2,120,000	0	0	1,060,000	1,060,000
Dickson Readiness Center Re-Roof and Facility Update	Dickson	1,220,000	0	0	610,000	610,000
Union City Readiness Center Re-Roof and Facility Update	Obion	1,580,000	0	0	790,000	790,000
<b>Sub-Total Military</b>		<b>\$ 6,750,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 3,832,500</b>	<b>\$ 2,917,500</b>
<b>Locally Governed Higher Education Institutions</b>						
<b>Austin Peay State University</b>						
Building Management System Upgrades	Montgomery	\$ 1,570,000	\$ 0	\$ 0	\$ 0	\$ 1,570,000
<b>East Tennessee State University</b>						
Multiple Buildings Roof Replacements Phases 1 and 2	Washington	\$ 3,800,000	\$ 0	\$ 0	\$ 0	\$ 3,800,000
Safety Lighting and Fire Alarm System Phase 1	Washington	1,600,000	1,600,000	0	0	0
<b>Sub-Total East Tennessee State University</b>		<b>\$ 5,400,000</b>	<b>\$ 1,600,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 3,800,000</b>
<b>Middle Tennessee State University</b>						
Central Plant and Campus Utilities Updates Phases 1 and 2	Rutherford	\$ 5,000,000	\$ 2,000,000	\$ 0	\$ 0	\$ 3,000,000
<b>Tennessee State University</b>						
Electrical Upgrades Phase 4	Davidson	\$ 4,230,000	\$ 0	\$ 0	\$ 0	\$ 4,230,000
Multiple Buildings Roof Replacements Phase 1	Davidson	1,600,000	0	0	0	1,600,000
<b>Sub-Total Tennessee State University</b>		<b>\$ 5,830,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 5,830,000</b>
<b>Tennessee Technological University</b>						
Campus-Wide Building Controls Upgrades Phase 2	Putnam	\$ 2,025,000	\$ 0	\$ 0	\$ 0	\$ 2,025,000
Derryberry Hall Upgrades Phase 1	Putnam	2,480,000	0	0	0	2,480,000
Multiple Buildings Elevator Upgrades Phase 1	Putnam	870,000	0	0	0	870,000
Roaden University Center HVAC Upgrades	Putnam	1,150,000	0	0	0	1,150,000
<b>Sub-Total Tennessee Technological University</b>		<b>\$ 6,525,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 6,525,000</b>
<b>University of Memphis</b>						
Multiple Building Elevator and Fire Alarms	Shelby	\$ 5,340,000	\$ 0	\$ 0	\$ 0	\$ 5,340,000
<b>Sub-Total Locally Governed Higher Education Institutions</b>		<b>\$ 29,665,000</b>	<b>\$ 3,600,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 26,065,000</b>

**Capital Outlay Project Descriptions  
Fiscal Year 2023-2024**

	<u>Total Project Cost</u>
<b>Locally Governed Higher Education Institutions</b>	
<b>Objective: Expand and enhance facilities for student and faculty needs.</b>	
<b>Austin Peay State University</b>	
<b>Maintenance</b>	\$ 1,570,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Health Profession Building</b>	32,000,000
Additional funds are provided for a 48 percent increase in state funding of the fiscal year 2022 project due to cost escalation.	
<b>Sub-Total Austin Peay State University</b>	<u>\$ 33,570,000</u>
<b>East Tennessee State University</b>	
<b>Maintenance</b>	\$ 5,400,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Middle Tennessee State University</b>	
<b>Maintenance</b>	\$ 5,000,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Applied Engineering Building</b>	19,900,000
Additional funds are provided for a 36 percent increase in state funding of the fiscal year 2022 project due to cost escalation.	
<b>Sub-Total Middle Tennessee State University</b>	<u>\$ 24,900,000</u>
<b>Tennessee State University</b>	
<b>Maintenance</b>	\$ 5,830,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Tennessee Technological University</b>	
<b>Maintenance</b>	\$ 6,525,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>University of Memphis</b>	
<b>Maintenance</b>	\$ 5,340,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Sub-Total Locally Governed Higher Education Institutions</b>	<u>\$ 81,565,000</u>
<b>Tennessee Board of Regents</b>	
<b>Objective: Expand and enhance facilities for student and faculty needs.</b>	
<b>Maintenance</b>	\$ 50,606,000
Funds are provided to repair, maintain, and update facilities. See Capital Maintenance Project Descriptions for additional details.	
<b>Statewide TCAT Capital Funding Adjustment</b>	41,500,000
Additional funds are provided for completion of previously funded capital outlay projects due to escalation of labor and materials costs.	
<b>Statewide TCAT New Buildings, Additions, and Improvements</b>	386,175,000
Funds are provided for updates and expansion of space, including demolition of existing buildings, construction of new buildings, expansion and renovation of existing buildings; and improvements to site, infrastructure, and parking.	



**Capital Maintenance Project Descriptions  
Fiscal Year 2023-2024**

	Total Project Cost
<b>Cookeville Readiness Center HVAC and Facility Update</b>	\$ 2,120,000
Funds are provided for replacement of mechanical and electrical systems, exterior and interior facility updates, and all related work.	
<b>Dickson Readiness Center Re-Roof and Facility Update</b>	1,220,000
Funds are provided for replacement of roof system, repairs to masonry, exterior and interior facility updates, site grading and drainage improvements, and all related work.	
<b>Union City Readiness Center Re-Roof and Facility Update</b>	1,580,000
Funds are provided for replacement of roof system, repairs to masonry, exterior and interior facility updates, site grading and drainage improvements, and all related work.	
<b>Sub-Total Military</b>	<b>\$ 6,750,000</b>
<b>Locally Governed Higher Education Institutions</b>	
<b>Austin Peay State University</b>	
<b>Building Management System Upgrades</b>	\$ 1,570,000
Funds are provided for modernization of HVAC controls and all related work in multiple buildings campus-wide.	
<b>East Tennessee State University</b>	
<b>Multiple Buildings Roof Replacements Phases One and Two</b>	\$ 3,800,000
Funds are provided for repair and replacement of roofs and drainage systems for multiple buildings, skylight replacement at the Clinical Education Building, and all related work.	
<b>Safety Lighting and Fire Alarm System Phase One</b>	1,600,000
Funds are provided for replacement of exit and emergency/safety lights, fire alarm systems, and related equipment in multiple buildings; installation of a sprinkler system in Ball Hall; and all related work.	
<b>Sub-Total East Tennessee State University</b>	<b>\$ 5,400,000</b>
<b>Middle Tennessee State University</b>	
<b>Central Plant and Campus Utilities Updates Phases One and Two</b>	\$ 5,000,000
Funds are provided for repair, replacement, and updating of centralized and de-centralized cooling and heating plant systems, including all underground campus utilities and related work.	
<b>Tennessee State University</b>	
<b>Electrical Upgrades Phase Four</b>	\$ 4,230,000
Funds are provided for upgrade of campus electrical infrastructure and all related work.	
<b>Multiple Buildings Roof Replacements Phase One</b>	1,600,000
Funds are provided for replacement of roof systems at Gentry Center, Harned Hall, and Performing Arts Building. Project includes all related work.	
<b>Sub-Total Tennessee State University</b>	<b>\$ 5,830,000</b>
<b>Tennessee Tech University</b>	
<b>Campus-Wide Building Controls Upgrades Phase Two</b>	\$ 2,025,000
Funds are provided for installation of new LED lighting and poles at the Intramural Fields; replacement of wiring, related components, and equipment as required; and all related work.	
<b>Derryberry Hall Upgrades Phase One</b>	2,480,000
Funds are provided for upgrades to the MEP and sprinkler systems, replacement of materials and finishes, repairs to the building's exterior envelope, including window replacements, abatement of asbestos materials, and all related work.	

**Capital Maintenance Project Descriptions  
Fiscal Year 2023-2024**

	Total Project Cost
<b>Multiple Buildings Elevator Upgrades Phase One</b> Funds are provided for upgrade or replacement of 31 elevators on campus and all related work.	\$ 870,000
<b>Roaden University Center HVAC Upgrades</b> Funds are provided for replacement of air handlers one, three, and the air handler serving Which Wich; cleaning of the coils and ductwork on air handler two; and all related work.	1,150,000
<b>Sub-Total Tennessee Tech University</b>	<b>\$ 6,525,000</b>
<b>University of Memphis</b>	
<b>Multiple Building Elevator and Fire Alarms</b> Funds are provided for upgrades to life safety systems, including fire alarms, emergency generators, elevators, emergency lighting, fire walls, exiting requirements, and all related work.	\$ 5,340,000
<b>Sub-Total Locally Governed Higher Education Institutions</b>	<b>\$ 29,665,000</b>
<b>Tennessee Board of Regents</b>	
<b>ChSCC Central Plant Modernization Phase One</b> Funds are provided for modernization of the central plant, including replacement of boilers, chillers, pumps, and piping; lighting, electrical, and controls updates; and all related work.	\$ 1,075,000
<b>CISCC Library Modernization Phase One</b> Funds are provided for modernization of the library building, including building code updates; replacement of windows, fixtures, and finishes throughout; modernization of existing IT and electrical infrastructure; and all related work.	1,050,000
<b>CoSCC Accessibility and Security Upgrades Phase Two</b> Funds are provided for updates to campus doors, windows, exterior lighting, building access, and ADA issues to improve security, safety, and accessibility across campus. Project includes all related work.	1,370,000
<b>DSCC Campus Paving and Resurfacing</b> Funds are provided for repair of existing parking areas; update of curbs, sidewalks, and signage for ADA compliance; and all related work.	1,125,000
<b>JSCC Multiple Building HVAC Updates</b> Funds are provided for replacement of 15 rooftop HVAC units on multiple buildings, one 300-ton chiller, associated equipment and controls, and all related work.	915,000
<b>JSCC Multiple Building Roofing</b> Funds are provided for replacement of roof and drainage systems in multiple buildings. Project includes all related work.	895,000
<b>MSCC Backup Power and Utilities Upgrades Phase One</b> Funds are provided for installation of backup power and utilities to support core operational systems in Marcum IT department, Ingram Administration Building, and power plant operations building. Project includes all related work.	1,050,000
<b>NaSCC HVAC and Cooling Tower Repairs Phase Two</b> Funds are provided for repairs to the HVAC system, including cooling tower repairs and replacement of rooftop and heat pump units. Project includes all related work.	1,000,000
<b>NeSCC Maintenance Building Exterior Updates</b> Funds are provided for exterior updates to the existing maintenance building, repair and replacement of exterior materials and masonry; replacement of windows and doors, gutters and downspouts, parking and drives; and all related work.	800,000
<b>PSCC HVAC and Electrical Updates and Repairs Phase Three</b> Funds are provided for updates to the primary electrical distribution for the Hardin Valley Campus. Work includes switch gear, breakers, panels, and all related work.	990,000

## Education

### Cost Increases for Fiscal Year 2023-2024

	State	Federal	Other	Total	Positions
<b>• Correctional Education Investment</b>					
To provide funding to the Tennessee Board of Regents (TBR) for increased enrollment in the Correctional Education Investment initiative. Of this total cost, \$350,000 is recurring and \$790,000 is non-recurring.					
<b>332.60 Tennessee Board of Regents</b>	\$1,140,000	\$0	\$0	\$1,140,000	0
<b>Sub-total</b>	\$1,140,000	\$0	\$0	\$1,140,000	0
<b>• Locally Governed Institutions (LGI) Outcomes Growth and Inflationary Adjustment</b>					
To provide recurring funding associated with greater institutional productivity and to provide a 7.7 percent increase to a portion of the operating base impacted by inflation. This appropriation fully funds growth in the outcome-based funding formula.					
<b>332.70 Austin Peay State University</b>	\$2,240,300	\$0	\$0	\$2,240,300	0
<b>332.72 East Tennessee State University</b>	\$2,878,000	\$0	\$0	\$2,878,000	0
<b>332.74 University of Memphis</b>	\$4,979,800	\$0	\$0	\$4,979,800	0
<b>332.75 Middle Tennessee State University</b>	\$4,096,700	\$0	\$0	\$4,096,700	0
<b>332.77 Tennessee State University</b>	\$1,561,000	\$0	\$0	\$1,561,000	0
<b>332.78 Tennessee Technological University</b>	\$2,285,100	\$0	\$0	\$2,285,100	0
<b>Sub-total</b>	\$18,040,900	\$0	\$0	\$18,040,900	0
<b>• LGI Formula Unit - Salary Pool</b>					
To provide recurring funding for a 5.0 percent salary pool for higher education employees, effective July 1, 2023.					
<b>332.70 Austin Peay State University</b>	\$2,683,000	\$0	\$0	\$2,683,000	0
<b>332.72 East Tennessee State University</b>	\$4,406,500	\$0	\$0	\$4,406,500	0
<b>332.74 University of Memphis</b>	\$7,450,000	\$0	\$0	\$7,450,000	0
<b>332.75 Middle Tennessee State University</b>	\$6,095,000	\$0	\$0	\$6,095,000	0
<b>332.77 Tennessee State University</b>	\$2,779,500	\$0	\$0	\$2,779,500	0
<b>332.78 Tennessee Technological University</b>	\$2,920,000	\$0	\$0	\$2,920,000	0
<b>Sub-total</b>	\$26,334,000	\$0	\$0	\$26,334,000	0

## Education

### Cost Increases for Fiscal Year 2023-2024

	State	Federal	Other	Total	Positions	
<b>• LGI Non-Formula Unit - Salary Pool</b>						
To provide recurring funding for a 5.0 percent salary pool for higher education employees, effective July 1, 2023.						
332.62	TSU McMinnville Center	\$40,500	\$0	\$0	\$40,500	0
332.63	TSU Institute of Agricultural and Environmental Research	\$18,500	\$0	\$0	\$18,500	0
332.64	TSU Cooperative Education	\$81,000	\$0	\$0	\$81,000	0
332.65	ETSU College of Medicine	\$3,175,500	\$0	\$0	\$3,175,500	0
332.67	ETSU Family Practice	\$799,500	\$0	\$0	\$799,500	0
332.68	TSU McIntire-Stennis Forestry Research	\$8,000	\$0	\$0	\$8,000	0
<b>Sub-total</b>		\$4,123,000	\$0	\$0	\$4,123,000	0
<b>• LGI Group Health Insurance - January 1, 2024 Rate Increase</b>						
To provide recurring funding for the state share of a 6.0 percent group health insurance premium increase for January 1, 2024. This is funded for six months in the Recommended Budget.						
332.65	ETSU College of Medicine	\$110,300	\$0	\$0	\$110,300	0
332.67	ETSU Family Practice	\$40,000	\$0	\$0	\$40,000	0
332.70	Austin Peay State University	\$304,400	\$0	\$0	\$304,400	0
332.72	East Tennessee State University	\$565,800	\$0	\$0	\$565,800	0
332.74	University of Memphis	\$710,700	\$0	\$0	\$710,700	0
332.75	Middle Tennessee State University	\$684,700	\$0	\$0	\$684,700	0
332.77	Tennessee State University	\$303,400	\$0	\$0	\$303,400	0
332.78	Tennessee Technological University	\$352,400	\$0	\$0	\$352,400	0
<b>Sub-total</b>		\$3,071,700	\$0	\$0	\$3,071,700	0
<b>• East Tennessee State University Non-Formula Medical Education Unit</b>						
To provide recurring funding to medical education units to offset inflationary cost increases.						
332.65	ETSU College of Medicine	\$413,600	\$0	\$0	\$413,600	0
332.67	ETSU Family Practice	\$15,200	\$0	\$0	\$15,200	0
<b>Sub-total</b>		\$428,800	\$0	\$0	\$428,800	0

**Education**  
**Cost Increases for Fiscal Year 2023-2024**

	<u>State</u>	<u>Federal</u>	<u>Other</u>	<u>Total</u>	<u>Positions</u>
<b>• Austin Peay State University – Cybersecurity Initiative - Year 3 of 3</b>					
To provide non-recurring funding to support the cybersecurity initiative.					
<b>332.70 Austin Peay State University</b>	\$750,000	\$0	\$0	\$750,000	0
<b>Sub-total</b>	\$750,000	\$0	\$0	\$750,000	0
<b>• Tennessee Technological University - Cybersecurity Education, Research, and Outreach Center</b>					
To provide funding to support the Cybersecurity Education, Research and Outreach Center. Of the total cost, \$1,000,000 is recurring and \$200,000 is non-recurring.					
<b>332.78 Tennessee Technological University</b>	\$1,200,000	\$0	\$0	\$1,200,000	0
<b>Sub-total</b>	\$1,200,000	\$0	\$0	\$1,200,000	0
<b>• Tennessee Board of Regents (TBR) Outcomes Growth and Inflationary Adjustment</b>					
To provide recurring funding associated with greater institutional productivity and to provide a 7.7 percent increase to a portion of the operating base impacted by inflation. This appropriation fully funds growth in the outcome-based funding formula.					
<b>332.89 Tennessee Community Colleges</b>	\$13,296,100	\$0	\$0	\$13,296,100	0
<b>332.98 Tennessee Colleges of Applied Technology</b>	\$2,986,900	\$0	\$0	\$2,986,900	0
<b>Sub-total</b>	\$16,283,000	\$0	\$0	\$16,283,000	0
<b>• TBR System Formula Unit - Salary Pool</b>					
To provide recurring funding for a 5.0 percent salary pool for higher education employees, effective July 1, 2023.					
<b>332.89 Tennessee Community Colleges</b>	\$13,989,000	\$0	\$0	\$13,989,000	0
<b>332.98 Tennessee Colleges of Applied Technology</b>	\$3,571,000	\$0	\$0	\$3,571,000	0
<b>Sub-total</b>	\$17,560,000	\$0	\$0	\$17,560,000	0
<b>• TBR System Non-Formula Unit - Salary Pool</b>					
To provide recurring funding for a 5.0 percent salary pool for higher education employees, effective July 1, 2023.					
<b>332.60 Tennessee Board of Regents</b>	\$1,210,500	\$0	\$0	\$1,210,500	0
<b>Sub-total</b>	\$1,210,500	\$0	\$0	\$1,210,500	0

	<u>Actual 2021-2022</u>	<u>Estimated 2022-2023</u>	<u>Base 2023-2024</u>	<u>Cost Increase 2023-2024</u>	<u>Recommended 2023-2024</u>
Full-Time Administrative	0	0	0	0	0
Professional	0	0	0	0	0
Faculty	0	0	0	0	0
Clerical/Support	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Headcount	0	0	0	0	0
State	207,800	215,400	215,400	8,000	223,400
Federal	0	0	0	0	0
Other	0	0	0	0	0
Tuition/Fees	0	0	0	0	0
<b>Total</b>	<b>\$207,800</b>	<b>\$215,400</b>	<b>\$215,400</b>	<b>\$8,000</b>	<b>\$223,400</b>

**332.78 Tennessee Technological University**

Tennessee Technological University is a comprehensive university located in Cookeville. While the university's strength is in technology and engineering, other academic divisions include agriculture and human sciences, arts and sciences, business, education, interdisciplinary studies, and graduate studies. The university's three centers of excellence are energy systems research, manufacturing, and water resources.

Full-Time Administrative	35	36	36	0	36
Professional	393	411	411	0	411
Faculty	460	459	459	0	459
Clerical/Support	300	290	290	0	290
<b>Total</b>	<b>1,188</b>	<b>1,196</b>	<b>1,196</b>	<b>0</b>	<b>1,196</b>
Headcount	9,840	9,902	9,902	0	9,902
State	64,829,000	80,621,500	74,947,200	6,757,500	81,704,700
Federal	2,262,100	1,419,700	1,419,700	0	1,419,700
Other	37,772,900	30,775,900	30,775,900	0	30,775,900
Tuition/Fees	100,912,800	100,544,000	100,544,000	0	100,544,000
<b>Total</b>	<b>\$205,776,800</b>	<b>\$213,361,100</b>	<b>\$207,686,800</b>	<b>\$6,757,500</b>	<b>\$214,444,300</b>



## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Compensation Plan

Review       Action       No action required

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**PRESENTERS:** Claire Stinson, Vice President for Planning & Finance

**PURPOSE & KEY POINTS: Recommend Approval**

Subject to approval of the Governor’s budget, President Oldham is recommending a 5% salary increase pool for FY2023-24. The recommendation includes two components to address both merit and market equity adjustments. Three percent of the pool is to be allocated toward employee merit increases effective July 1, 2023. The remaining 2% would be allocated to address market equity adjustments identified in the compensation study undertaken by the university.

Tennessee Tech has contracted with Mercer Financial Services Company to perform a compensation market study for all full-time and part-time permanent positions. Mercer is well respected around employee compensation and has extensive experience in higher education compensation. While their proposal includes various milestones, the final structure and implementation plan will not be finalized until November 2023. Therefore, the market equity adjustments would be effective January 1, 2024.

Additionally, a one-time bonus of \$650 per full-time and part-time permanent employee is recommended to be effective July 1, 2023.

The Governor’s Budget provides 55% of the cost of the recommended 5% increase. The university would provide the additional 45% of cost.



## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Non-Mandatory Fees

Review

Action

No action required

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**PRESENTERS:** Dr. Claire Stinson, Vice President for Planning & Finance

**PURPOSE & KEY POINTS:** Recommend approval

In order to keep pace with increasing personnel, maintenance and facilities costs, the University proposes to increase housing fees beginning fall 2023. The proposed 2% increase for double- and triple-occupancy room and 5% increase for single-occupancy rooms will provide funds necessary for housing operations while also allowing us to remain competitive with other Tennessee universities.

The University is proposing a \$100 per month increase in rental for Tech Village apartments. Funds generated by this increase will be used to pay utility costs for the students. Currently, students renting apartments in our Tech Village complex must contract directly with the City of Cookeville for their utilities. This proposal will remove this step from the rental process.



# Tennessee Tech University



# Non-Mandatory Fee Proposal 2023-2024

**Tennessee Tech University**  
**Fee Proposal Summary**  
**FY2023-2024**

**5.2**

**NON-MANDATORY FEES:**

**Housing:**

<b>Traditional Housing</b>			
<b>Single Occupancy</b>	<b>5% increase</b>	<b>\$ 17,686</b>	
<b>Double and Triple Occupancy</b>	<b>2% increase</b>	<b>\$ 82,880</b>	
<b>Traditional Housing Total</b>		<u><b>\$ 100,566</b></u>	
<b>Tech Village</b>	<b>\$100 per month</b>	<u><b>\$ 272,400</b></u>	
<b>Total Housing</b>		<u><b>\$ 372,966</b></u>	
<b>Total Increase Per Fee Proposals</b>		<u><b>\$ 372,966</b></u>	

**TENNESSEE TECH UNIVERSITY**  
**PROPOSED FEE CHANGES**  
**2023-24**

5.2

Description	Rates				Annual Revenue Impact of Fee Change	Prior Fee Increase	Objectives and Considerations
	Current 2022-23	Proposed 2023-24	Increase \$/sem	%			
<b>HOUSING:</b>							
<b>Residence Halls:</b>							
<b>Traditional Double</b>	\$3,024/sem	\$3,084/sem	\$60/sem	2%	\$ 100,566	2021-22 \$144/5%	*Offset increasing operating costs without creating significant financial burden for residents.
<b>Traditional Double - Summer</b> <i>(Browning/Evins, Cooper/Dunn, Ellington/Warf, Ms Cooper/Pinkerton, Jobe/Murphy)</i>	\$866/sem	\$883/sem	\$17/sem	2%		2021-22 \$41/5%	
<b>Traditional Double as Single</b>	\$3,822/sem	\$3,898/sem	\$76/sem	2%		2021-22 \$182/5%	* Currently lower than other Tennessee institutions by \$500 -\$1,000 per semester.
<b>Traditional Double as Single - Summer</b> <i>(Browning/Evins, Cooper/Dunn, Ellington/Warf, Ms Cooper/Pinkerton, Jobe/Murphy)</i>	\$1,055/sem	\$1,076/sem	\$21/sem	2%		2021-22 \$50/5%	
<b>Traditional Single</b>	\$3,124/sem	\$3,280/sem	\$156/sem	5%		2021-22 \$149/5%	
<b>Traditional Single - Summer</b> <i>(Browning/Evins, Cooper/Dunn, Ellington/Warf, Ms Cooper/Pinkerton, Jobe/Murphy)</i>	\$908/sem	\$953/sem	\$45/sem	5%		2021-22 \$43/5%	
<b>Murphy Super Single</b> <i>(Murphy Super Single Rooms Only)</i>	\$3,492/sem	\$3,667/sem	\$175/sem	5%		2021-22 \$167/5%	
<b>Crawford Double</b> <i>(Crawford)</i>	\$2,580/sem	\$2,632/sem	\$52/sem	2%		2019-20 \$50/2%	
<b>Crawford Double as Single</b> <i>(Crawford)</i>	\$3,378/sem	\$3,446/sem	\$68/sem	2%		2019-20 \$68/2%	
<b>Crawford Single</b> <i>(Crawford)</i>	\$2,655/sem	\$2,788/sem	\$133/sem	5%		2019-20 \$55/2%	
<b>Engineering Village Double</b> <i>(Maddux/McCord)</i>	\$3,124/sem	\$3,184/sem	\$60/sem	2%		2021-22 \$144/5%	
<b>Engineering Village Double as Single</b> <i>(Maddux/McCord)</i>	\$3,922/sem	\$3,998/sem	\$76/sem	2%		2021-22 \$182/5%	
<b>Engineering Village Single</b> <i>(Maddux/McCord)</i>	\$3,224/sem	\$3,380/sem	\$156/sem	5%		2021-22 \$149/5%	

**TENNESSEE TECH UNIVERSITY**  
**PROPOSED FEE CHANGES**  
**2023-24**

**5.2**

Description	Rates				Annual Revenue Impact of Fee Change	Prior Fee Increase	Objectives and Considerations
	Current 2022-23	Proposed 2023-24	Increase				
			\$/sem	%			
<b>Tech Village Apartments:</b>							
<b>One Bedroom (Small 528 sq ft)</b>	<b>\$4,050/sem</b>	<b>\$4,550/sem</b>	<b>\$500/sem</b>	<b>12%</b>	<b>\$ 272,400</b>	2018-19 \$80/2%	* \$100 per month increase to include all utilities to provide convenience for residents.
<b>Summer Semester</b>	<b>\$1,620/sem</b>	<b>\$1,820/sem</b>	<b>\$200/sem</b>	<b>12%</b>		2018-19 \$34/2%	
<b>One Bedroom (Large 543 sq ft)</b>	<b>\$4,200/sem</b>	<b>\$4,700/sem</b>	<b>\$500/sem</b>	<b>12%</b>	2018-19 \$85/2%		
<b>Summer Semester</b>	<b>\$1,680/sem</b>	<b>\$1,880/sem</b>	<b>\$200/sem</b>	<b>12%</b>	2018-19 \$37/2%		
<b>Two Bedroom (Small 572 sq ft)</b>	<b>\$4,570/sem</b>	<b>\$5,070/sem</b>	<b>\$500/sem</b>	<b>11%</b>	2018-19 \$90/2%		
<b>Summer Semester</b>	<b>\$1,830/sem</b>	<b>\$2,028/sem</b>	<b>\$200/sem</b>	<b>11%</b>	2018-19 \$38/2%		
<b>Two Bedroom (Large 660 sq ft)</b>	<b>\$4,865/sem</b>	<b>\$5,365/sem</b>	<b>\$500/sem</b>	<b>10%</b>	2018-19 \$95/2%		
<b>Summer Semester</b>	<b>\$1,946/sem</b>	<b>\$2,146/sem</b>	<b>\$200/sem</b>	<b>10%</b>	2018-19 \$39/2%		
<b>Two Bedroom (4 Person Suite 1100 sq ft)</b>	<b>\$5,760/sem</b>	<b>\$6,260/sem</b>	<b>\$500/sem</b>	<b>9%</b>	2018-19 \$115/2%		
<b>Summer Semester</b>	<b>\$2,305/sem</b>	<b>\$2,504/sem</b>	<b>\$200/sem</b>	<b>9%</b>	2018-19 \$49/2%		

University Housing & Residential Life  
**Proposed Rate Increases Fall 2023**

In order to keep pace with rising personnel, maintenance, and facility costs, University Housing & Residential Life proposes to increase housing fees beginning fall 2023. We also recommend increasing Tech Village apartment rates to include the cost of electricity. We recommend the following increases:

**Proposed: 2% rate increase for all double- and triple-occupancy rooms in the traditional residence halls.** Given the 5% rate increase implemented in fall 2022, a base 2% increase allows us to keep pace with rising costs without creating a significant financial burden for our residents. We do not recommend increasing the rates for New Hall North or New Hall South. These are our most expensive spaces, and we seek to remain competitive with off-campus housing options.

**Proposed: 5% rate increase for all single-occupancy rooms in the traditional residence halls.** The increase in single-occupancy and double-occupancy room rates at Tennessee Tech (approximately \$100 per semester) allows us to remain competitive with other Tennessee institutions (from \$500-\$1,000 per semester). As a result, we propose a higher rate increase for these spaces.

**Proposed: \$100 per month increase for all Tech Village apartments to include all utilities.** Currently, Tech Village residents must arrange their own electricity contract with the City of Cookeville. This process is inconvenient for residents and creates additional work for UHRL team members. A flat rate estimated at slightly higher than the average monthly cost of electricity is recommended, with contract language that would allow UHRL to bill residents whose electricity costs exceed the monthly rate.

Semester Rate Comparison	Current Rate	Proposed Increase	Proposed Rate
Traditional Halls* - Single	\$3,124	5%	\$3,280
Traditional Halls* – Double/Triple	\$3,024	2%	\$3,084
New Halls – Single	\$4,520	0%	\$4,520
New Halls - Double	\$4,070	0%	\$4,070
Tech Village**	\$4,050-\$5,760	\$100/month	\$4,550-\$6,260

\* Rates shown are for each resident. Rates for Crawford Hall are approximately \$500 less per semester. Murphy Hall offers a “super-single” at a higher rate than shown. Residents in Maddux/McCord pay an additional \$100 fee per semester to the College of Engineering for college-related programs and amenities for a semester rate of \$3,224 (Single) or \$3,124 (Double/Triple).  
 \*\* Rates shown are for each unit. Rates shown are 10-month rates.

**Increase in Total Gross Revenue (Estimated): \$372,966.00**

**Off-campus housing costs per 2-bedroom apartment:** Eagles Landing – approx. \$5,360; Campus Edge – approx. \$5,800. Note: Both are furnished and include utilities.



## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Tuition & Mandatory Fees

Review

Action

No action required

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**PRESENTERS:** Dr. Claire Stinson, Vice President for Planning & Finance

**PURPOSE & KEY POINTS:**

The anticipated 2023-24 fee changes for tuition & mandatory fees.



## Agenda Item Summary

7.1

**Date:** March 9, 2023

**Agenda Item:** Master Plan Amendment

Review

Action

No action required

---

**PRESENTERS:** Garry Askew, Bauer Askew Architecture

**PURPOSE & KEY POINTS:** Recommend Approval

The university has requested the Master Plan be revised to add a section dedicated to Student Services. The initial emphasis has been on the University Center expansion. As a part of the current study, the vision for the university center expansion has been refined to locate the expansion in a separate building at the south end of Tucker Stadium in lieu of an addition to the Roaden University Center (RUC) as is indicated on the current Master Plan.

The proposed detached structure will house the bookstore and a dedicated banquet hall space, as well as a satellite food court. These activities are currently housed in the existing university center. The bookstore operation will relocate in total and expand its operation. The banquet hall will provide a dedicated functional event space thus allowing the existing multi-purpose space in the RUC to be more focused in its use. The food court will serve the northern portion of the campus including commuters and will supplement the primary food court at the RUC.

The primary function of the Event Center building will be as an event space to serve current and future students' needs. However, its location is also ideal for providing support for game-day and other activities taking place in the new West Stadium.



7.2

# TENNESSEE TECH UNIVERSITY CENTER MASTER PLAN - AMENDMENT #3

26 JANUARY 23  
BAUER ASKEW ARCHITECTURE, PLLC



## DISCLOSURE PROJECTS

The remainder of the lower area (southern portion) is proposed to be supplemental student parking with shuttle service. The chiller plant is the only building that is proposed to remain at the existing Facilities Complex.

### B. Athletics Projects

The Athletics Department's projects and priorities are outlined in the Athletics Master Plan. The major imminent projects include:

- B1. Football Operations Building
- B2. West Stadium Replacement
- B3. Baseball | Softball Complex

### C. Parking Garages

Parking garages are proposed to add on-campus parking density for those who would like to park closer to the campus activities. The order of implementing the garages is subject to change.

C1. Wings Up Way Garage - The first garage is proposed to be located just north of Ray Morris Hall on Wings Up Way. The garage will serve the southern portion of the campus including the Marc L. Burnett Student Recreation and Fitness Center and the Capital Quad residence halls. Due to its location, the garage should be considered for housing the future chiller plant expansion to minimize the upgrades needed in the campus chilled water piping system. NOTE: This Garage is part of the currently ongoing Disclosed Parking and Transportation Improvements Project

C2. Peachtree Garage - A second garage is proposed just west of the proposed Academic Classroom Building. The garage will be two levels and will be integrated into the hillside with the first level at the Peachtree Avenue level and the upper level at existing parking level. The garage will provide parking for students as well as faculty and staff. The Peachtree Garage will also provide a replacement for the parking eliminated to create the Peachtree Mall green space in the core of the campus.

C3. Library Garage - A third parking garage is proposed at the west side of the Library site. The garage will serve faculty and commuting students as well as athletic events. This garage is also proposed to serve visitors to the new Event Center which is proposed to include a Welcome Center for prospective students and their families to begin their visit to the campus. The garage is a potential site for a remote chiller plant.

### D. Food Service Improvements

The food services project(s) represent ongoing projects related to providing continually improving food service for the University.

### E. Innovation Housing- Phase II

The Innovation Housing is proposed to be a two-building residential complex with a separate Innovation Center. The buildings are proposed to be organized about the centerline from the engineering quad through the center of the new engineering building. Phase II will

include the southern residential hall.

### F. Sorority Row

The sorority row is envisioned as an eight-building grouping of houses. The row is envisioned to be designed as a cohesive neighborhood grouping to provide a central outdoor commons space. While serving as the combining element of the community, the commons will provide space for group functions such as sorority rush events. Each house is envisioned to serve 30-32 women. Currently, there are five sororities on campus as well as other women's organizations.

### G. Roaden University Center Expansion

The University Center Expansion is envisioned as a renovation of the existing facility with a detached Event Center located at the south end of Tucker Stadium. The multi-phased project will include the renovation of the Volpe Library to provide facade improvements, an interior connection to the Peachtree Quadrangle, and the conversion of the library parking area to an exterior open air courtyard. The renovation of the University Center may entail a temporary facility to serve food service and other needs during construction. Further expansion of the University Center to the north could be considered in the future.

### H. Parking & Transportation Improvements - Phase II

Road Improvement projects are envisioned to extend the current work throughout the campus. The initial work could include the roads surrounding the new Ashraf Islam Engineering Building and the J.J. Oakley Innovation Center and Residence Hall.

### I. University Tower

The university tower is envisioned as an iconic element within the Peachtree Quadrangle. The classic Georgian features of the tower should reflect the campus architecture and provide a vertical element on the axial center of University Drive and the Peachtree Promenade. The tower could incorporate a clock, a bell or carillon, or simply exist as a vertical feature.

### J. Art Trail

The art trail is envisioned as a series of art elements throughout the campus. Several concepts are presented later in the master plan which form a walking "trail" through the campus. The integration of art throughout the campus, however, should not be limited to the proposed locations.

### K. Peachtree Quadrangle

The Peachtree Quadrangle is envisioned as the third major quadrangle on the campus. The Quadrangle will interconnect with the other Quads to provide linked greenspace throughout the core of the campus.

### L. Foundation Hall Demolition(s)

Foundation Hall provides a valuable resource for the University as a swing building for campus renovations as well as for permanent campus support space. The building, however, does have portions that are under utilized, in need of renovation, or detached from the remainder of the building. Therefore, portions could be considered for demolition.



Figure 3.11 Disclosure Projects

DISCLOSURE PROJECTS

#	PROJECT	NEW	RENOVATION	STORIES	AREA (SF)
A	FACILITIES SERVICES COMPLEX	X			
B	MAJOR ATHLETICS PROJECTS	X			
B1	FOOTBALL OPERATIONS BLDG	X			
B2	WEST STADIUM REPLACEMENT	X			
B3	BASEBALL/SOFTBALL COMPLEX	X			
C	PARKING GARAGE(S)	X			
C1	WINGS UP WAY GARAGE	X			
C2	PEACHTREE GARAGE	X			
C3	LIBRARY GARAGE	X			
D	FOOD SERVICE IMPROVEMENTS		X		
E	INNOVATION HOUSING - PHASE II	X			
F	SORORITY ROW	X			
G	ROADEN UNIVERSITY CENTER RENOVATION		X		
G1	EVENT CENTER	X			
G2	LIBRARY COURTYARD	X			
G3	ROADEN RENOVATION		X		
G4	ROADEN UNIVERSITY CENTER EXPANSION	X			
H	PARKING & TRANSPORTATION IMPROVEMENTS - PHASE II		X		
I	UNIVERSITY TOWER	X			
J	ART TRAIL	X			
K	PEACHTREE QUADRANGLE		X		
L	FOUNDATION HALL DEMOLITIONS		X		

LEGEND

- DISCLOSED PROJECT NEW CONST.
- DISCLOSED PROJECT RENO.
- ON-GOING PROJECT

DISCLOSURE PROJECTS

CAPITAL PROJECTS (through 12,000 Student Campus Space Needs)



**PROPOSED PARKING REFINEMENTS**

The Master Plan Vision for Greening the Campus continues to be a priority for the University for the development of the campus in the years to come. The focus will still be to reduce the core campus parking areas to the degree possible, develop perimeter parking as available, and to then introduce dense parking in the form of parking garage(s) at the edges of the academic core of the campus. Based upon the findings and recommendations of the parking study, the capacity requirements will need to be maintained to accommodate the population of the campus as the student count fluctuates over time.

The following outlines the projected phasing for the refinements to the campus parking capacity in the future. While the phasing is presented in the anticipated sequence, variations are certainly very likely as priorities are refined over time.

- Phase 1  
As part of the campus street improvements project, eliminate the parking along W. Tenth Street.  
Minus 74 spaces
- Phase 2  
Eliminate the parking along Stadium Drive as part of the New Engineering building project.  
Minus 35 spaces
- Phase 3  
Eliminate ~2/3 of the existing temporary parking along the east side of Willow Avenue to allow for the construction of the New Innovation Housing. Maintain approximately 100 spaces to support the new Marc L. Burnett Student Recreation & Fitness Center. It is envisioned

that these spaces could be relocated and developed as permanent parking as part of the potential Sorority Row.  
Minus 230 of 330 spaces

Phase 4  
Eliminate the parking in front of Derryberry Hall to establish as front lawn area. Provide parking to the east of Derryberry to allow for Administration visitors to the campus.  
Minus 21 of 39 spaces

Phase 5  
As part of the Facilities Complex relocation to the Foundation Hall area, eliminate the parking area associated with the Facilities Operations. Retain parking for the Chiller Plant.  
Minus 67 of 85 spaces

Phase 6  
As part of the Facilities Complex relocation to the Foundation Hall area, add parking at the lower former football field area to be developed as the Warehouse and associated buildings site. Provide replacement parking for Facilities operations with the remainder of the parking for Student Remote Parking.  
Add 104 spaces

Phase 7  
To provide a site for New Engineering Building #1 to replace Lewis Hall, the Foundry, and provide expanded engineering programs, eliminate the parking along the north side of Wings Up Way, just south of Southwest Hall.  
Minus 68 spaces

Phase 8  
Provide a new Parking Garage at the area behind Ray Morris Hall. The added parking capacity is a net gain due to the elimination of existing parking already on site.  
Net add of 404 spaces (at 4 Levels)

Phase 9  
Provide a new Parking Garage at the area behind the New Academic Classroom Building. The added parking capacity is a net gain due to the elimination of existing parking already on site.  
Net add of 114 spaces (at 2 Levels)

Phase 10  
As part of the Memorial Gym Renovation project, eliminate the adjacent parking area.  
Minus 65 spaces

Phase 11  
In preparation for New Engineering Building #2, eliminate the parking associated with Southwest Hall.  
Minus 107 spaces

**Phase 12**  
**Provide a new Parking Garage at the area west of the Volpe Library courtyard site. The new parking garage will provide approximately 545 parking spaces on five levels. The garage may be developed to include the remote chiller plant at the north end of the garage.**  
**Net add 156 spaces (at 5 levels)**

Phase 13  
Eliminate the parking along Peachtree behind Henderson and TJ Farr to create the Peachtree Quadrangle.  
Minus 184 spaces

Phase 14  
As part of the West Stadium expansion, eliminate parking at the Athletics areas to accommodate the vision of the project. This would include the lots at the north and south of the current stands, the parallel spaces along Stadium Drive and the center section of spaces in the main parking lot to create a landscape plaza connection to the Hooper Eblen Center.  
Minus 322 spaces

Phase 15  
In association with the paring down of the Foundation Hall footprint, provide a reconfigured parking area with added parking to the north and west of the building.  
Add 4 spaces

**7.2**

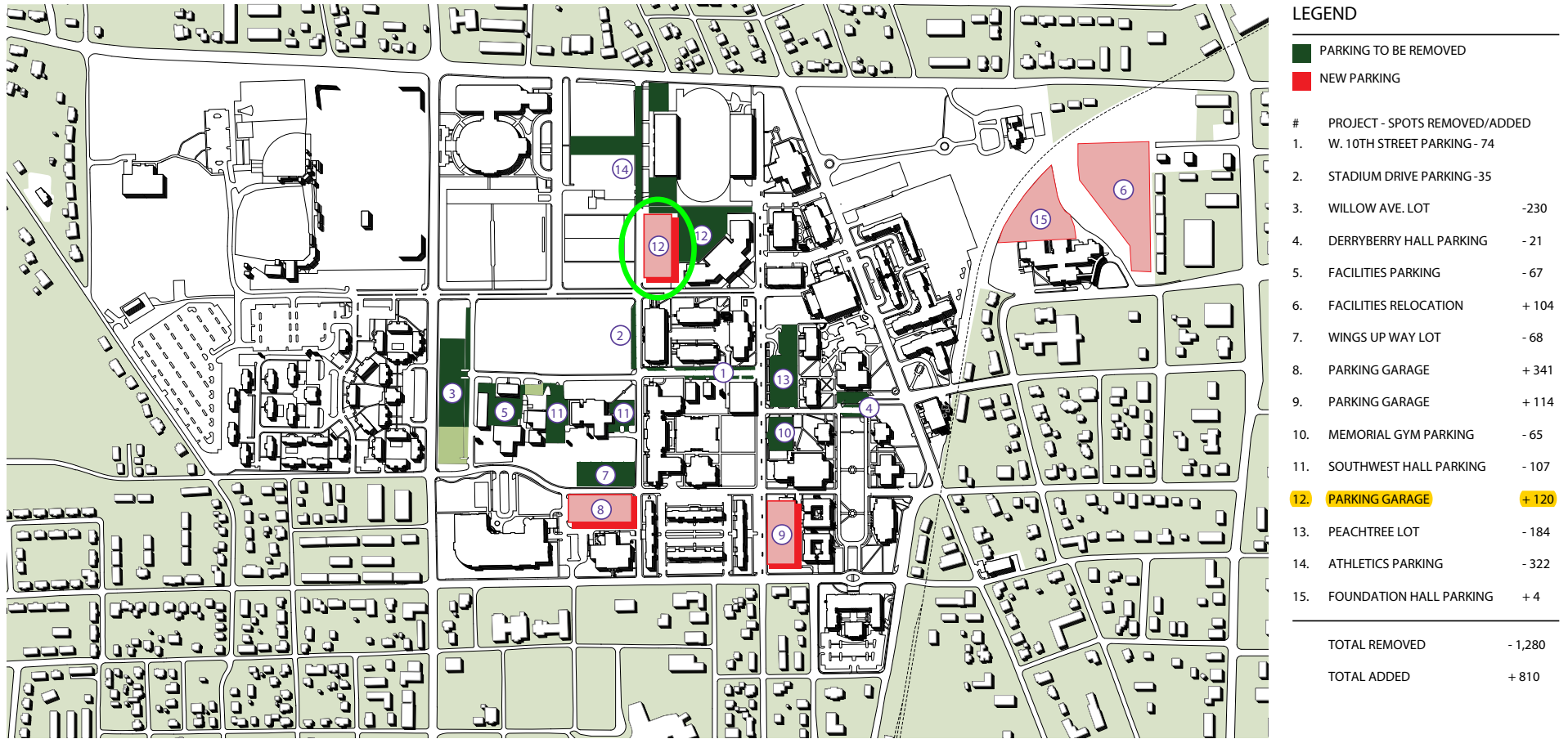


Figure 3.18 Parking Projects

PARKING PROJECTS

PARKING AND TRAFFIC STUDIES



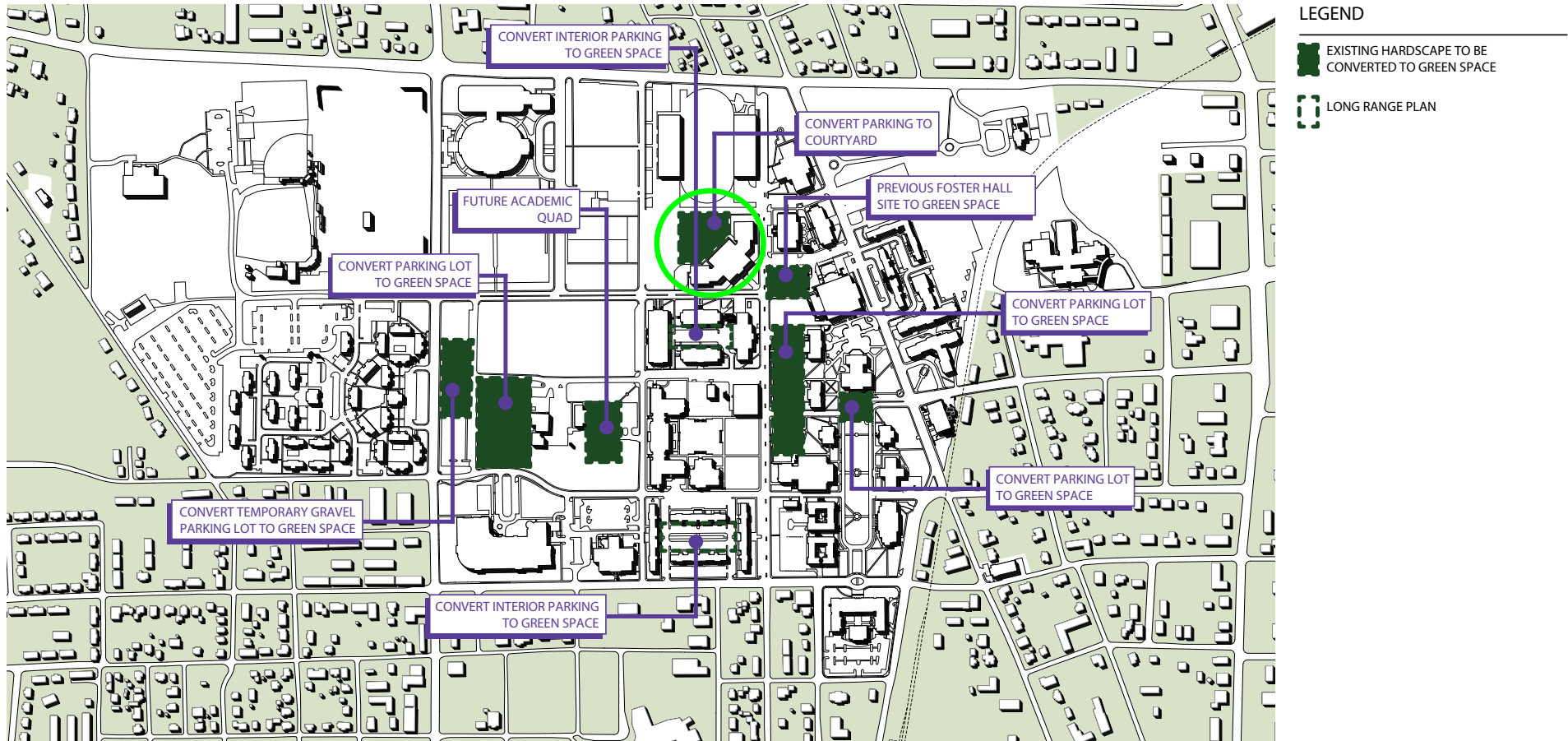
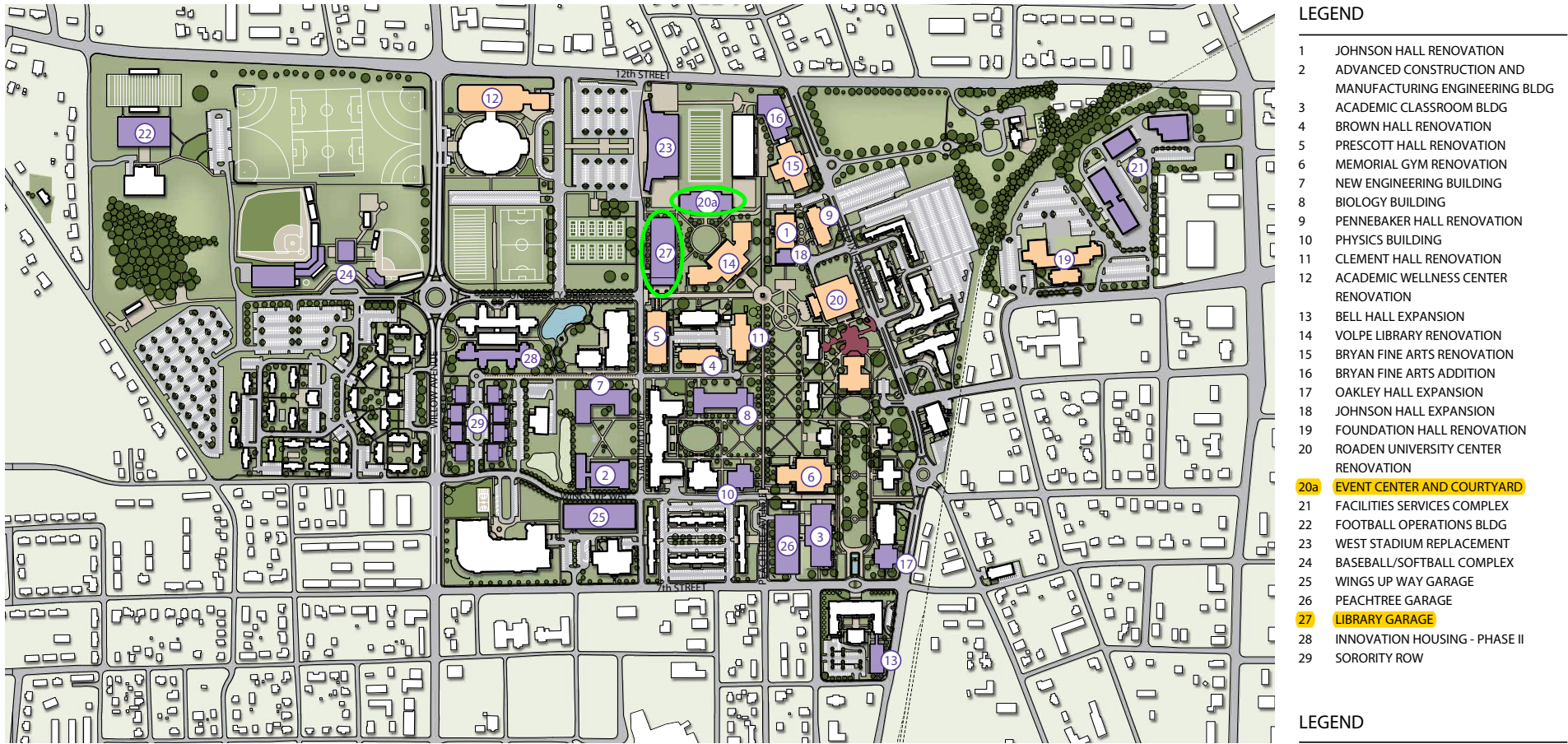


Figure 3.19 Hardscape & Landscape 2021 Vision

MAJOR GREENSPACE VISION

SITE CONSIDERATIONS



- LEGEND**
- 1 JOHNSON HALL RENOVATION
  - 2 ADVANCED CONSTRUCTION AND MANUFACTURING ENGINEERING BLDG
  - 3 ACADEMIC CLASSROOM BLDG
  - 4 BROWN HALL RENOVATION
  - 5 PRESCOTT HALL RENOVATION
  - 6 MEMORIAL GYM RENOVATION
  - 7 NEW ENGINEERING BUILDING
  - 8 BIOLOGY BUILDING
  - 9 PENNEBAKER HALL RENOVATION
  - 10 PHYSICS BUILDING
  - 11 CLEMENT HALL RENOVATION
  - 12 ACADEMIC WELLNESS CENTER RENOVATION
  - 13 BELL HALL EXPANSION
  - 14 VOLPE LIBRARY RENOVATION
  - 15 BRYAN FINE ARTS RENOVATION
  - 16 BRYAN FINE ARTS ADDITION
  - 17 OAKLEY HALL EXPANSION
  - 18 JOHNSON HALL EXPANSION
  - 19 FOUNDATION HALL RENOVATION
  - 20 ROADEN UNIVERSITY CENTER RENOVATION
  - 20a **EVENT CENTER AND COURTYARD**
  - 21 FACILITIES SERVICES COMPLEX
  - 22 FOOTBALL OPERATIONS BLDG
  - 23 WEST STADIUM REPLACEMENT
  - 24 BASEBALL/SOFTBALL COMPLEX
  - 25 WINGS UP WAY GARAGE
  - 26 PEACHTREE GARAGE
  - 27 **LIBRARY GARAGE**
  - 28 INNOVATION HOUSING - PHASE II
  - 29 SORORITY ROW

- LEGEND**
- NEW BUILDING
  - RENOVATED BUILDING

Figure 3.28 12,000 Student Campus Master Plan

12,000 STUDENT CAMPUS MASTER PLAN



# AMENDMENTS

## 1. ACADEMIC CLASSROOM BUILDING

- Page 07 Clarify renovation goal
- Page 11 Revised list to show Crawford to be demolished
- Page 13 Updated footprint for new Academic Classroom Building
- Page 14 Updated footprint for new Academic Classroom Building
- Page 35 Crawford rating revised to be <60 and to be demolished
- Page 75 Updated narrative for Academic Classroom Building
- Page 77 Updated Capital Improvement list and footprint of Academic Classroom Building
- Page 81 Updated footprint for new Academic Classroom Building
- Page 97 Updated Implementation table
- Page 98 Updated footprint for new Academic Classroom Building
- Page 99 Updated footprint for new Academic Classroom Building

## 2. CROSSVILLE CAMPUS

- Page 26 Updated narrative and University Property chart
- Page 28 Added the Crossville Campus to the map
- Page 29 Updated narrative
- Page 78A Added page to show Crossville Campus property and proximity map

## 3. UNIVERSITY CENTER

- Page 80 Revised University Center Expansion to include a detached Event Center at the south end of Tucker Stadium in association with the Volpe Library in lieu of a western addition to the existing University Center. The existing University Center will still be renovated.
- Page 81 Added footprint of Event Center, reduced footprint of expansion of Roaden University Center
- Page 89 Refined Parking to eliminate parking lot behind Volpe Library
- Page 90 Refined Parking to eliminate parking lot behind Volpe Library
- Page 91 Added greenspace at parking area behind Library as part of University Event Center
- Page 98 Updated plan to include University Center related projects
- Page 99 Updated plan to include University Center related projects



## Agenda Item Summary

8.1

**Date:** March 9, 2023

**Agenda Item:** Disclosed Projects FY2022-23

**Review**

**Action**

**No action required**

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**PRESENTERS:** Dr. Claire Stinson, Vice President for Planning & Finance

**PURPOSE & KEY POINTS:** Review and approval of disclosed projects for:  
FY2022-23

1. Murphy Hall elevator
2. Tech Village Roof replacement
3. Tech Village Community Center Upgrades



March 9, 2023 Audit & Business Committee Materials - Disclosed Projects FY2022-23

2022-23 Disclosures						Funding Source							
Institution/ Campus	Project Name	Project Description	Reason for Disclosure	Disclosure Year	CB or Quarterly	Project Cost	TSSBA	Gifts	Grants	Gift-In-Place	Revenue/Auxiliary	Plant Funds	Other
TTU	Murphy Hall Elevator	Install a new elevator in Murphy Hall, and all related work.	To complete design and determine construction time so that we can plan ahead for closure of the residence hall to complete the work.	2022-23	Q4	\$2,090,000	\$0	\$0	\$0	\$0	\$2,090,000	\$0	\$0
TTU	Tech Village Roof Replacements	Replace the shingle roofs on twenty apartment buildings, the laundry building and the community center.	To replace the roofs.	2022-23	Q4	\$1,340,000	\$0	\$0	\$0	\$0	\$1,340,000	\$0	\$0
TTU	Tech Village Community Center Upgrades	Provide building systems and related space upgrades. Building systems to be replaced or upgraded include, but are not necessarily limited to, mechanical, plumbing, electrical, fire alarm, ITS and telecom. Abate asbestos materials as required.	Building system updates are needed.	2022-23	Q4	\$1,980,000	\$0	\$0	\$0	\$0	\$1,980,000	\$0	\$0



## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Disclosed Projects FY2023-24

9.1

**Review**

**Action**

**No action required**

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**PRESENTERS:** Dr. Claire Stinson, Vice President for Planning & Finance

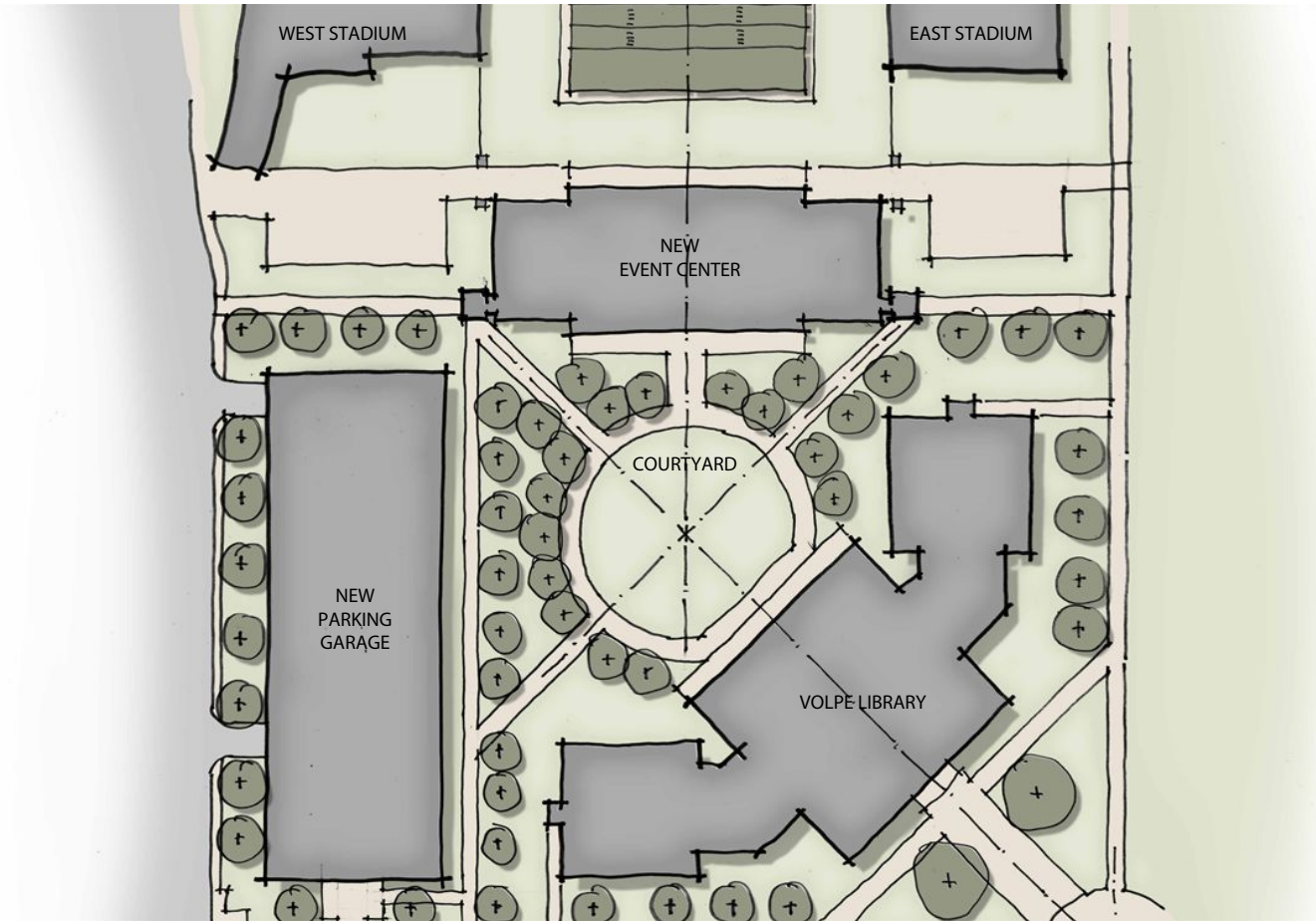
**PURPOSE & KEY POINTS:** Review of disclosed projects for:

FY2023-24

1. Event Center
2. J.J. Oakley Innovation Center Residence Hall \*(Previously disclosed as 1 building now being requested as two buildings)

March 9, 2023 Audit & Business Committee Materials - Disclosed Projects FY2023-24

2023-24 Disclosures							Funding Source							
Institution/ Campus	Project Name	Project Description	Reason for Disclosure	Disclosure Year	CB or Quarterly	New Sq. Ft.	Project Cost	TSSBA	Gifts	Grants	Gift-In-Place	Revenue/Auxiliary	Plant Funds	Other
TTU	Event Center	Build an Event Center that will house a welcome center, the university bookstore, dedicated banquet hall space, and a satellite food court.	Disclosing during the budget amendment cycle will allow us to seek approval for the project effective July 1, 2023.	2023-24	Capital Budget	60,000	\$41,000,000	\$40,000,000	\$0	\$0	\$0	\$0	\$1,000,000	\$0
TTU	J.J. Oakley Innovation Center and Residence Hall	Construct a new residence hall complex that will provide up to 800 beds and 15-20,000 square feet of ground level space dedicated to a learning community for entrepreneurship and technology.	Disclosing during the budget amendment cycle will allow us to seek approval for the project effective July 1, 2023.	2023-24	Capital Budget	250,000	\$153,200,000	\$139,000,000	\$0	\$0	\$0	\$14,200,000	\$0	\$0



9.2

EVENT CENTER AND COURTYARD

SITE PLAN





## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Report of Audit Activity

**Review**

**Action**

**No action required**

10.1

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**PRESENTERS:** Deanna Metts, Internal Audit Director

**PURPOSE & KEY POINTS:** As required in Tennessee Code Annotated § 49-14-103, a report on Internal Audit’s activities for December 2021 through December 2022 is being provided to the Audit Committee members for review.

Reports on audits, investigations, and selected reviews are provided to the Audit Committee as they are completed throughout the year.

**Tennessee Tech Internal Audit  
Report of Internal Audit Activities  
December 2021 – December 2022**

For the period December 1, 2021 through December 31, 2022, Internal Audit completed the audits, reviews, investigations, and other activities on the 2022 Audit Plan that had been approved by the Audit & Business Committee on December 2, 2021, with the following exceptions:

- Payroll – 90% complete – not completed due to time overruns in audit itself
- Water Center, listed as Research in 2022 Audit Plan – audit complete, report in progress
- Follow-up to 2020-21 State Audit – no findings to follow up on

Reports on audits, investigations, and selected reviews have been provided to the Audit Committee as they were completed throughout the year. The audits, reviews, investigations, and other activities completed by Internal Audit from December 2021 through December 2022 were:

**Audits**

- Student Eligibility for Federal Financial Aid – Fall 2021
- Inventory Observations 6-30-22
- Expenses Related to the Functions of the Office of the President for FY 2021-22
- NCAA Student Assistance and Academic Enhancement Funds 2021-22
- Procard Expenses for Transactions Dated 1/21 to 6/21
- Procard Expenses for Transactions Dated 9/21 to 12/21
- IT Audit – audit performed by BerryDunn (coordinated by Internal Audit)

**Reviews**

- Sponsored Programs – 21 included in Water Center audit above
- Promotional Items Purchases – 2 covering all of FY22-23
- Amazon Purchases – 3<sup>rd</sup> quarter 2021, 4<sup>th</sup> quarter 2021, 1<sup>st</sup> quarter 2022,
- Risk Assessment Process 2022 – Business Office, Information Technology Services, Facilities, and Enrollment Management
- Evidence of Risk Assessment Controls – Business Office, Information Technology Services, Facilities, and Enrollment Management
- Internal Audit Self-Assessment of the Institute of Internal Auditors Standards

**Reviews (continued)**

- All terminating employees' Procard charges
- Employee/Vendor Addresses

10.2

- Conflict of Interest
- Card Integrity Proposal for analysis of Procard activity

### **Investigations**

- (7) Investigations with reports issued by Internal Audit
- (3) Investigations with Internal Audit informal results sent to State Audit
- (6) Investigations currently under consideration by State Audit

### **Non-Fraud, Waste, or Abuse Complaints**

Internal Audit received 24 complaints or concerns that did not constitute fraud, waste, or abuse; those were reviewed briefly and then referred on to whatever member of management was considered most appropriate to look into each matter.

### **Other**

- Follow-up to Travel Audit Findings
- Preparation of Summary of Cardholder Spending Patterns for Purchasing
- Preparation of Employee Leave Balances for Human Resources & Payroll
- Preparation of Vendor Payment Totals for Purchasing
- Participation on ITS Chief Information Security Officer Search Committee

10.2



## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** FY2022 State Audit

Review

Action

No action required

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**PRESENTERS:** Deanna Metts, Director Internal Audit

**PURPOSE & KEY POINTS:**

Results of FY2022 State Audit. The audit report can be found [here](#).





## Agenda Item Summary

**Date:** March 9, 2023

**Agenda Item:** Notice of Responsibilities for Preventing, Detecting, and Reporting Fraud, Waste, and Abuse

Review

Action

No action required

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**PRESENTERS:** Johnny Stites, Chair of Audit & Business Committee

**PURPOSE & KEY POINTS:**

One of the duties of the Audit Committee is to regularly, formally reiterate to the Board, Management and Staff their responsibilities for preventing, detecting, and reporting fraud, waste, and abuse.

12.1

## Notice of Responsibilities

Per TCA 4-35-105, one of the duties of the Audit Committee is to regularly, formally reiterate to the Board, Management, and Staff their responsibilities for preventing, detecting, and reporting fraud, waste, and abuse.

Detailed definitions and examples of fraud, waste, and abuse, various individual's responsibility for preventing and detecting fraud, waste, and abuse, and methods for reporting fraud, waste, and abuse can be found in Tennessee Tech Policy 131—Preventing and Reporting Fraud, Waste, or Abuse.

Individuals have varying responsibilities for preventing and reporting fraud, waste, or abuse.

### Board Members - All

Generally, the Board and Audit Committee should consider the risk of fraudulent financial reporting and fraud due to misappropriation and abuse of university assets as they govern and guide the University.

Individually, board members should abide by Tennessee Tech Policy 001—Board Code of Ethics and Conduct and Conflict of Interest.

### Audit Committee

The Audit Committee shall establish a process by which employees, taxpayers, or others may confidentially report illegal, improper, wasteful, or fraudulent activity.

The Audit Committee chair must inform the Comptroller of the Treasury of any illegal, improper, wasteful, or fraudulent activity that he/she believes has occurred.

### Management

Management shall not engage in fraud, waste, or abuse and is responsible for developing and implementing internal controls to help prevent and detect fraud, waste, and abuse.

Executives and administrators with reasonable basis for believing fraud, waste, or abuse has occurred are required to report those incidents.

### Employees

Employees shall not engage in fraud, waste, or abuse.

Employees with reasonable basis for believing fraud, waste, or abuse has occurred are strongly encouraged to report those incidents.

### Students and Citizens

All students and citizens of the state of Tennessee are encouraged to report known or suspected acts of fraud, waste, or abuse.

Fraud, waste, or abuse can be reported confidentially and should be reported to a supervisor, institutional executive, Tennessee Tech Internal Audit, or the Tennessee Comptroller of the Treasury.

Specific methods for reporting fraud, waste, or abuse can be found on Tennessee Tech Internal Audit's website and in Tennessee Tech Policy 131—Preventing and Reporting Fraud, Waste, or Abuse.