Budget Advisory Committee October 9, 2018 9:00 a.m. President's Conference Room

Present:

Phillip Oldham

Claire Stinson

Tom Payne

Lisa Zagumny

Marc Burnett

Kevin Braswell

Harville Eaton

Yvette Clark

Mark Wilson

Deanna Metts

Dewayne Wright (for Karen Lykins)

Alice Camuti

Vahid Motevalli (for Darrell Hoy)

Paul Semmes

Troy Smith

David Larimore

Jeff Roberts

Dillon Hassler (for Mason Hilliard)

Lee Wray

Emily Wheeler

Mark Stephens

Evelyn Chambers

Brandon Johnson

Terri McWilliams

Joe Chappell

Lisa Russell

John Smith

Absent:

Lori Bruce

Sam Masters

Christy Killman

Leslie Crickenberger

Karen Lykins

Darrell Hoy

Mason Hilliard

Dr. Claire Stinson thanked everyone for their attendance and distributed the meeting agenda and handouts. The minutes of March 16, 2018 meeting were distributed previously via email.

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

<u>Approval of Minutes</u>: Dr. Stinson asked for a motion to approve the minutes of March 16, 2018. Mark Wilson moved to approve the minutes and Dylan Hassler seconded. Dr. Stinson asked for discussion. There was no discussion and the minutes were approved unanimously.

Revenue Review: Dr. Stinson began with the TBR unrestricted state appropriations shown on handout C. She stated this came from the Tennessee Board of Regents because our budget still flowed through them due to how the debt financing worked. Dr. Stinson pointed out the legislative amendments column, \$3.7 million is the special appropriation received through the Governor's budget and legislative process this past year. In that amount, \$700,000 was from the Carnegie reclassification; \$3 million was the special legislative amendment for the College of Engineering. Both of these funds are recurring and Tennessee Tech University was the only institution that received recurring funds, all other institutions received only nonrecurring funds (note at bottom of handout).

Dr. Stinson discussed OPEB (Other Post-Employment Benefits). OPEB for the State of TN is primarily related to health insurance for retirees. The state had been doing "pay as you go "and the costs had continued to climb. The GASB accounting standards now require modifications to the financial statements for institutions to recognize their respective liabilities for these types of benefits. The state set up a trust fund which will be funded in 10 years. The trust will fund the part of OPEB for people that had already retired and for people who are currently employed and have accumulated this benefit. Employees hired before 2015 are still accruing the benefit of having health insurance from the time of retirement until the age of 65 and qualify for Medicare.

Dr. Stinson proceeded by discussing the nonrecurring Premium Holiday Savings. The State made adjustments with the OPEB liability and gave what they called a "health insurance holiday". Everyone currently employed and enrolled in health insurance will not have a deduction for health insurance nor will the university pay for health insurance in December. The factor that impacted the budget was the work program formula, which means the state funds 60% and the university funds 40%. As a result of this, the university will be paying the state approximately \$300,000 into the trust fund. Regarding the fringe benefit budget, it appeared the university is able to cover that cost for this year only. Previously just OPEB liability was recorded on financial statements but now we have to actually pay that amount. Dr. Paul Semmes wanted to know if the health insurance premiums would be going down as a result of this holiday. Dr. Stinson advised with establishing the trust fund the state has dropped the insurance premiums about 9% for current employees, which should be reflected in January 2019 pay stubs, the premiums for retirees increased by 3%.

Dr. Stinson advised THEC released new funding formula data for 2019-20 and provided handout B. The handout showed how TTU's formula data compared to the other LGI's but did not include the community colleges. The information provided was raw data and still needs to be verified.

Dr. Stinson proceeded with Handout A (Revenue shortfall). The shortfall was related to out of state tuition, primarily international students. The total shortfall was \$1,959,556. The budget and strategic plan was looked at to see where money could be identified to cover the shortfall. ITS will be held harmless due to the strategic plan being heavy towards technology. University Advancement will not have any cuts due to the engineering building being proposed to the State which the university must match 15% from gifts. Advancement is expected to raise money in addition to scholarships and endowments to cover the match dollars that are needed for the engineering building. The Communications & Marketing budget will not be cut due to having significant impacts on future student enrollment. Facilities will not be cut due to previous cuts and the impact facilities appearance has on recruitment of students. Dr. Stinson asked the committee for feedback on these ideas. Proposed cuts included the International Office and international scholarships. Initially when resources were put into the international education office it was funded from out of state revenues with the understanding if there were significant declines in those revenues then that would be a place to cut budget to make up for the shortfalls. The President's Office will take a \$200,000 cut, \$100,000 proposed cut for Research, \$300,000 cut for Academic Affairs, \$75,000 cut for Business Affairs excluding IT and Facilities, Student Affairs \$25,000 and still looking for \$50,000 in other areas. The colleges share of cut would have been \$700,000 but University Academic scholarships that have been budgeted based on estimates that are not needed in the current fiscal year. These dollars freed up in the scholarships can be used to address the colleges amount therefore no cuts will be passed thru to them. Enrollment Management had a contract that was terminated which freed up money to put into recruiters and had \$175,000 remaining that was used to cover their part of the cuts due to the shortfall. \$34,600 was still not identified. Dr. Stinson had previously discussed the cuts with each respective unit.

Dr. Paul Semmes asked what the ideas for Academic Affairs were. Dr. Stinson advised Dr. Lori Bruce is looking at reorganization for her area.

Dr. Motevalli wanted to know if the International Office cuts would affect international student recruitment. Dr. Stinson advised international student recruitment would continue but the previous approach did not have the expected return on investment. Dr. Brandon Johnson added the International Office historically had been previously staffed to manage over 1,000 international students. The ratio of employees to students is not appropriate now with the decreased international enrollment. Plans included not filling currently open positions, reassigning job duties to current staff, further negotiation with a contract for ESL, reviewing travel expenses and moving forward with recruitment. The international office currently consists of 7 positions.

Expenditure Review:

Dr. David Larimore stated with a \$2.3M expected decrease along with being down an additional \$2 million, if anyone intended to ask for funds should they withhold? Dr. Stinson advised there was no funding available for additional requests. President Oldham

wanted to clarify there were some high priority items that were already built into the budget. Dr. Stinson advised anything beyond the June budget was presently off the table.

Dr. Stinson asked the committee if they had any questions or ideas and encouraged if they have any other thoughts to reach out to her.

Dr. Stinson advised there was a committee that had been working on a Five-Year Strategic Financial Plan that will integrate into the Strategic Plan. The request for a fiveyear strategic financial plan came from the Audit & Business Board Committee. These reductions in revenues were not in the plan that was provided to the board in September. The five-year strategic financial plan committee has looked at building a 2% fund balance and 2% strategic investment fund per the Board's request. Lapsed salaries will initially be used to build the investment fund. Dr. Stinson advised the plan for using lapsed salaries is effective for vacant positions starting July 1 and going forward. Sixty percent will be held at the university level and 40% will stay in the unit. The 40% is expected to be used to fill an interim position if needed, advertise the open position and any expenses related to the search to fill the position. President Oldham wanted clarification on how the lapse will be handled. Dr. Stinson advised 100% of the lapse will be taken from the unit then 40% will be put back into the unit on a monthly basis. Dr. Motevalli wanted to know where the 60/40 split was derived from. Dr. Stinson advised she looked at the cost the units would incur as a result of filling a position. The average 5 year lapsed salary amount has been approximately\$4 million annually. Dean Tom Payne needed clarification on the definition of lapsed salary. Dr. Stinson advised when a position becomes vacant the salary that is not used is lapsed dollars. When you hire to fill that position it is no longer lapsed salary. Dr. Paul Semmes wanted to know if the lapsed salary was only this year or long term. Dr. Stinson advised the intention is long term so as to fund the 2% strategic investment fund.

Carryforwards:

Dr. Stinson proceeded and advised that financial statements were still being compiled and awaiting additional information to be provided by the State. Indirect cost, match on grants and special fees will be carried forward. Individual units will be communicated with on other requests as work on closing out the year continues.

Dr. Larimore wanted to know how large the university's reserve is and how much was spent in current budget. Dr. Stinson advised nothing was spent in current budget with the exception of \$2 million budgeted to have a fund balance, but stated again that these funds have not been spent but are instead only budgeted at this time. The remaining \$6 million is still in reserves.

Adjournment: The meeting adjourned at 10:16 a.m.

Handouts provided: A: Revenue Shortfall

B: THEC 2019-20 Funding Formula Data
C: TBR Unrestricted State Appropriations 2018-19

Revenue shortfall:		
Out of State - UG	\$ (1,357,471)	
Out of State - G	\$ (43,500)	\$ (1,400,971)
Out of State Summer UG	\$ (433,988)	•
Out of State Summer G	\$ (14,131)	
Out of State Tnecampus - UG	\$ (90,181)	
Out of State Tnecampus - G	\$ 11,638	
Out of State Craft Center - UG	\$ (4,500)	
Out of State DMBA	\$ (28,839)	
Out of State Macc	\$ 1,416	\$ (558,586)
	\$ (1,959,556)	\$ (1,959,556)

			•	
		Identified	Sti	ll to ID
International Education	\$ 100,000			100,000
International Scholarships	\$ 200,000	\$ (200,000)	\$	*
President's Office	\$ 200,000		\$	200,000
Research	\$ 100,000		\$	100,000
Academic Affairs	\$ 300,000		\$	300,000
Business Affairs	\$ 75,000		\$	75,000
Student Affairs	\$ 25,000		\$	25,000
Other	\$ 50,000		\$	50,000
Colleges University Academic Scholarship	\$ 700,000	\$ (700,000)	\$	3
Enrollment Management Balance of Noel Levitz contract	\$ 175,000	\$ (175,000)	\$	12
Total	\$ (34,556)	\$ (1,075,000)	\$	884,556

THEC 2019-20 Funding Formula Data Universities

	30 CH	60 CH	90 CH	Assoc	Rvrs Artic	D	Masters/	THE CONTROL OF THE	Rsrch, Srvc	Degrees	Grad
APSU			30 011	Aabuc	M3500	Bach	Ed Spec	Doctoral	& Spnsrd Prog	per FTE	Rate
2017-18	1,584	1,422	1,363	380	30	1,613	242		•		
2016-17	1,474	1,305	1,593	322	25	1,564	313		\$ 10	25.3	48.0%
2015-16	1,361	1,493	1,396	316	33	1,557	384		\$ 2,811,564	23.7	47.79
2014-15	1,495	1,349	1,539	298			322		\$ 2,560,618	24.1	46.19
ITM		LIAD BOOK	2512110000	No Section		1,469	313	STATE OF THE STATE	\$ 2,754,965	23.3	45.3%
2017-18	946	919	1,121		45	1,154	104				
2016-17	908	965	1,739)		13	1,230	94		3	21.9	56,19
2015-16	1,006	1.069	1,161)		7	1,252	102		\$ 4,692,298	23.0	56,49
2014-15	1,083	1,093	1,244			1,199	119		\$ 4,188,463	21.8	58.64
TU						1,103	1119	DAMES TO STATE OF THE PARTY OF	3,279,380	19.6	58.19
2017-18	1,443	1,583	1,935		114	2,173	364	40			
2016-17	1,404	1,679	2,066	000 144	93	2,175		19	\$ -	26.4	63,9%
2015-16	1,508	1,887	2,021	025	107	1,930	398	23	\$ 15,115,327	25.0	58.4%
2014-15	1,944	1,845	1,907	-	107	1,857	327	12	\$ 12,486,425	22.1	60.1%
тс	YEAR STATE	地外表現場	TO A STATE	1960年期景	图的影響	1,837	341	19	5 12,327,774	19.7	61,9%
2017-18	1.784	1,678	1,993		49	2,024	395	O.C			
2015-17	1,654	1,702	1,952		36	1,993	358	86	3	22.0	54.79
2015-16	1,664	1,722	1,942		54	1,097	385	79	3 8,318,754	21.8	62.29
2014-15	1,728	1,764	1,815			1,825	428	40	\$ 8,677,483	22.2	60.19
TSU					To be Taken	Julia	420	64	\$ 10,545,542	19.8	59.89
2017-18	2,813	3,040	3,787	2-3	212	4,002	B11	53		24.0	
2016-17	2,711	3,157	3,716		175	4,137	820		\$ 7,057,400	24.6	51.69
2015-16	2,885	3,090	3,765	-91	194	4,034	791	75 37	\$ 7,857,123 \$ 0,805,546	24.9	49.7%
2014-15	2,928	3,228	3,601			4,051	847	30	\$ 9,905,516 \$ 9,112,166	23.9	50.2%
rsu	2個語語图	· ·		WEST TO SERVICE	COLUMN TO SERVICE	SAME AND A	SING SHEET	STORY A	\$ 9,112,166	22.7	51,1%
2017-18	1,719	1,814	2,251		146	2,442	535	151	S		
2016-17	1,755	1,823	2,249		68	2,326	714	145	\$ 21,211,566	24.3	54.79
2015-16	1,811	1,814	2,128	## Abril	119	2,320	511	127	\$ 18,800,635	23/3	49.6%
2014-15	1,807	1,702	2,021			2.229	585	122	MARK SERVICES	23.1	50.19
SU		- 0				- Interest	300	MATERIAL PARTY	19,018,231	21.7	52.2%
2017-18	1,066	932	1,044	67	20	1,082	380	75	\$ -	40.4	
2016-17	1,087	1,081	1,059	108	28	1,065	441	73	\$ - \$ 33,814,963	19.4	36.5%
2015-16	1,236	1,044	966	101	24	924	467	73	\$ 39,001,831	19.3	33,0%
2014-15	1,120	918	928	116	(#0)	872	416			16,2	34.0%
(EME)			調節的	100			STATE OF THE		\$ 35,273,005	15.8	34.2%
2017-18	2,491	2,491	2,778		1431	3,138	937	264	S		72.4
2016-17	2,203	2,449	2,835		133	3,101	972		\$ 42,576,360	23.6	53.2%
2015-16	2,164	2,395	2,774		104	3,038	938		NAMES OF TAXABLE PARTY.	22.8	48.3%
2014-15	2,180	2,414	2,824			2,898	929	and the state of t	\$ 42,983,873 \$ 40,136,382	22.8	47.4%
к						alono I	TO LAND	ZHI.	40,130,362	21.0	49.4%
2017-18	4,581	4,761	4,699		98	4,723	1,553	504	e ==		
2016-17	4,156	4,442	4,512	, E	87	4,652	1,545		\$ 205.070.507	22.9	82.2%
2015-16	4,146	4,245	4,407	(2)	130	4,504	1,473	562 603	\$ 205,272,597 \$ 103,740,700	22.8	79,7%
2014-15	3,851	4.075	4,305	- 4	-	4,445		593	\$ 192,718,729	22.6	80.0%
TAL	1	The state of		SURVICE ST	ever o	STATE OF THE PARTY	1,552	572	\$ 169,834,045	22.5	79.5%
2017-18	18,377	18,640	20,972	447	653	22,349	5.402				
2016-17	17,352	18,603	21,113	430	688	PERMITTED	5,492	1,242		23.4	58.8%
THE RESERVE OF THE RE	17,781	18,759	20,550	417	772	22.183	5,726		\$ - 341,670,553	23.0	53.9%
2014-15	相關的自然的問題		20,184	ALSO MANAGEMENT		21,556	5,416	1,145	\$ 331,301,593	22.1	54.1%

^{*}Data reflects individual year outcomes, not three-year averages

THEC 2019-20 Funding Formula Data Universities - Focus Populations - Total

	Adults						Low-Income							
	30 CH	60 CH	90 CH	Assoc	RA Assoc	Bach	30 CH	60 CH	90 CH	Assoc	RA Assoc	Bach		
APSU											101710000	Dacii		
2017-18	140	271	432	173	8	740	865	820	830	235	22	976		
2016-17	185	315	517	167	9	745	841	787	1,036	200	22	926		
2015-16	201	319	469	174	13	737	827	964	900	231	24	937		
2014-15	210	306	533	188		732	900	827	961	199		874		
UTM	KARAGA A	No.				ALCHANIE	对保护的	Marie Bir	Bull Water		AND LOSS	P. Carlotte		
2017-18	59	98	195	and side	16	257	477	461	594	1	25	644		
2016-17	66	95	154		5	331	470	501	625		9	739		
2015-16	61.	74	191		2	321	527	620	686	The same	7	758		
2014-15	49	111	195	Visit Service		338	579	637	765			706		
TTU												100		
2017-18	48	82	194	15/	28	458	562	737	965		72	1,071		
2016-17	25	81	204	200	27	438	590	764	1,018	- C	65	1,098		
2015-16	-30	96	206	===	28	505	672	831	1,039		74	978		
2014-15	39	104	248		940	489	738	877	960	12	, ,	981		
unc	43866	10.00		25分析中	Contraction of the	清节 医皮上		STANDARD OF	September 1	C PASTINE	100 100	961		
2017-18	23	59	189		11	480	621	641	849		26	947		
2016-17	25	80	217		12	458	587	715	920		24	959		
2015-16	29	66	203		17	473	682	804	959		40	939		
2014-15	28	73	226			497	722	785	867	1913		839		
MTSU												933		
2017-18	114	273	646	3	61	1,394	1,379	1,520	2,032	9	149	2,262		
2016-17	121	322	651	12	56	1,508	1,341	1,695	2,117		130	2,424		
2015-16	127	282	761	- 1	76	1,561	1,542	1,710	2,305	_	145	2,425		
2014-15	140	360	717		127	1,551	1,600	1,875	2,184	_	×	2,417		
ETSU				正是成构的			MAN MAN	CONTRACTOR	1 12 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	E TUB		128 XIIV		
2017-18	79	128	285		43	740	750	759	1,049	100	93	1,179		
2016-17	88	139	340	越邊旅	32	789	766	815	1,120	11120	72	1,195		
2015-16	90	147	356	洲長冰	42	871	843	851	1,107		90	1,193		
2014-15	120	208	359	THE STATE		850	847	865	1,054			1,170		
TSU														
2017-18	49	128	239	39	10	493	413	390	525	45	15	613		
2016-17	87	182	278	80	18	472	465	527	580	79	27	622		
2015-16	120	185	264	74	13	430	549	543	565	78	17	603		
2014-15	128	173	252	98		394	553	518	587	92		549		
UM		但是高於			医阴道		NEW Y	4012	STEPS AND	A STATE OF THE STA	North Act			
2017-18	138	286	602		69	1,245	1,291	1,314	1,562		114	1,797		
2016-17	129	287	579		79	1,344	1,153	1,352	1,627		108	1,845		
2015-16	131	299	650	五月日本	57	1,340	1,161	1,360	1,705		90	1,771		
2014-15	128	313	672		DAIL SERVICE	1,310	1.164	01/1425004100	1,716			1,739		
UTK												- Janes		
2017-18	85	121	252	 -	17	574	1,260	1,388	1,535		53	1,757		
2016-17	28	105	265	*	28	635	1,208	1,409	1,727		58	1,827		
2015-16	36	99	288	75	39	686	1,300	1,534	1,752	25	83	1,852		
2014-15	56	125	319			733	1,309	1,491	1,745			1,754		
TOTAL	SEE NO.		W. Carlot	a)/2/m/kg	San Mary	1		Ke 12/3/16	- X 100	为达(夏1 为	to Deletina	ATTE EL SON		
2017-18	735	1,446	3,034	212	263	6,381	7,618	8,030	9,941	280	569	11,246		
2016-17	754	1,606	3,205	247	266	6,720	7,421	8,565	10,770	279	515	11,635		
2015-15	825	1,567	3,388	248	287	6,924	8,103	9,217	11,018	309	570	11,456		
2014-15	898	1,773	3,521	286	CONTRACTOR OF THE PARTY OF	6,894	8,412	STORE FOR STORE	III STANSON HE	(Company)	HILL BOARD	100000000000000000000000000000000000000		

^{*}Data reflects individual year outcomes, not three-year averages

THEC
2019-20 Funding Formula Data
Universities - Focus Populations - Graduated

			One Focus	Pop Only			Two Focus Pops Only							
	30 CH	60 CH	90 CH	Assoc	RA Assoc	Bach	30 CH	60 CH	90 CH	Assoc	RA Assoc	Bach		
APSU														
2017-18	839	727	634	170	16	740	83	182	314	119	7	488		
2016-17	772	680	759	149	13	687	127	211	397	109	9	492		
2015-16	748	793	661	143	13	734	140	245	354	131	12	470		
2014-15	792	673	728	133		620	159	230	383	127		493		
UTM	No.				100				被提出					
2017-18	446	423	501		13.	485	45	68	144	th action	14	208		
2018-17	444	452	545	Man and a second	8	550	46	72	117		3	260		
2015-16	508	576	593		5	549	-40	59	142		2	265		
2014-15	558	596	626		THE PERSON	510	35	76	187		STATE OF	267		
TTU														
2017-18	542	685	851	*	52	839	34	67	154	- 1	24	345		
2016-17	577	723	902	*	46	922	19	61	160	8	23	307		
2015-16	656	803	929		50	787	23	62	158		26	348		
2014-15	745	839	852	THE RESERVE	Total State of the	760	16	71	178			355		
UTC				FARM			A TELES		11,012					
2017-18	620	616	776		15	801	12	42	131	the floor		313		
2016-17	584	677	821		18	775	14	59	158		9	321		
2015-16	665	778	852		39	784	23	46	155		9	314		
2014-15	712	748	739		(2017)	718	19	55	177	音響性	医	309		
MTSU														
2017-18	1,343	1,427	1,768		100	1,674	75	183	455	.5	55	991		
2016-17	1,320	1,543	1,770	23	88	1,822	71	237	499	*	49	1,055		
2015-16	1,497	1,582	1,872		83	1,716	86	205	597	5	69	1,135		
2014-15	1,518	1,679	1,777		I G AND ADDRESS DO	1,678	111	278	562	No.	NATIONAL PROPERTY.	1,145		
ETSU	1000		TO THE SERVICE	- Add V		Avide Sile		沙馬頭		是是特別	2000年	CHARLE		
2017-18	735	701	924		68	949	47	93	205		34	485		
2016-17	736	748	940		44	896	59	103	260		30	544		
2014-15	815 789	780 753	905 849	展。這些	54	910	59	109	279		39	577		
TSU	100	100	1045	CHARLES THE	Description of the last	860	/89	160	282	THE REAL PROPERTY.	MISIONI-PHIL	580		
2017-18	398	402	518	32	11	506	20	50	400		_			
2016-17	478	531	550	35	9	442	32 37	58 89	123	26	7	300		
2015-16	573	558	447	42	12	361	48	85	154 191	62 55	18	326		
2014-15	589	451	455	36		337	46	120	192	77	9	336		
JM		1 C C C C C C C C C C C C C C C C C C C	10755	Carried St.	the state of	ALL MARK	NISH SE	AS MERCEN	OF THE REAL PROPERTY.		TOTAL SALES	303		
2017-18	1,239	1,142	1,230		57	1,248	95	229	467		63	897		
2016-17	1,078	1,177	1,298	1425	49	1,205	102	231	454		69	992		
2015-16	1,084	1,189	1,299	57.04	39	1,161	104	235	528		54	975		
2014-15	1,122	1,247	1,306			1,155	85	238	541			947		
JTK												200		
2017-18	1,233	1,325	1,409	7.50	42	1,497	56	92	189	20	14	417		
2016-17	1,204	1,340	1,562	(1	46	1,560	16	87	215	2	20	451		
2015-16	1,286	1,475	1,578		52	1,560	25	79	231		35	489		
2014-15	1,297	1,412	1,542	: : :::		1,479	34	102	261	*		504		
TOTAL	NAME OF STREET		1	C TOWN	STATE OF	建设设计	E130/2/3	Castle Co		A STATE	G BENN	以 (54)		
2017-18	7,395	7,448	8,611	202	374	8,739	479	1,014	2,182	145	229	4,444		
2016-17	7,193	7,871	9.147	184	321	8,859	491	1,150	2,414	171	230	4,748		
2015-16	7,832	8,534	9,136	185	347	8,562	548	1,125	2,635	186	255	4,909		
2014-15	8,122	8,398	8,874	169		8,117	594	1,330	2,743	204	With the state of	4,903		

^{*}Data reflects individual year outcomes, not three-year averages

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