### Budget Advisory Committee April 23, 2020 10:00 a.m. Via Zoom

### Members Present:

Phil Oldham Claire Stinson

Lori Bruce Lisa Zagumny

Kevin Braswell

Brandon Johnson

Francis Otuonye Yvette Clark Mark Wilson

Deanna Metts Karen Lykins

Dan Warren Alice Camuti Troy Smith

Sandi Smith-Andrews

David Larimore Jeff Roberts Lee Wrav

Leslie Crickenberger

Emily Wheeler Mark Stephens Evelyn Chambers Terri McWilliams Paul Semmes Joseph Slater

### Members Absent:

Tom Payne Brad Sells Rob Owens

### Invited Guests:

Ann Davis Steve Isbell

### Others:

Diane Smith Lisa Russell
Kim Hanna Carol Holley
Dewayne Wright Doug Bates
Darron Smith John Smith

Mike Gotcher Sandra Bohannon

Dr. Claire Stinson called the meeting to order at 10:05 a.m., thanked everyone for their attendance. The agenda, minutes of the September 27, 2019 meeting and handouts were distributed previously via email to committee members.

<u>Approval of Agenda</u>: Dr. Stinson asked for a motion for the approval of the agenda. Lisa Zagumny moved to approve the agenda, Sandi Smith-Andrews seconded, there was no discussion and the agenda was approved unanimously.

**Approval of Minutes**: Dr. Stinson asked for a motion to approve the minutes for September 27, 2019. Lisa Zagumny moved to approve the minutes and Lee Wray

seconded. Dr. Stinson asked for discussion. There was no discussion and the minutes were approved unanimously.

Remarks by President Oldham: Dr. Oldham stated that we were in interesting and challenging times. As late as two months ago we would have characterized our budget situation as very strong. The recommendation from the Governor for the budget moving through legislature was very positive for the university. Dr. Oldham added that he thought we were in a strong financial position to deal with the current situation. The challenge was with unpredictability. As an institution he wanted to maintain strategic priorities while at the same time building in flexibility and agility into our budget to provide options as we move into unchartered territory. He commended the faculty and staff for handling the current situation with grace while maintaining student focus. The plan as of now is to have students back on campus in the Fall semester. The current highest strategic priority right now was to be able to ensure a safe environment for students, faculty and staff to operate on campus. The priority rearrangement was in the works and has to be reflected to some extent in the budget process as well. This budget cycle has been more challenging. At this point in time he did not foresee any drastic measures but we do need to be prudent, thoughtful and make sure priorities are in good order. Dr. Oldham added that the current situation is very fluid and could change in the near future.

**Revenue & Expense Graphs:** Dr. Stinson presented graphs on the E & G budget that had been previously shared with the Five-Year Strategic Plan Committee.

The revenue comparison charts showed

	FY2018-19 Actuals	s: FY2019-20 Revised Budget:
Athletics	4%	4%
Tuition & Fees	58%	58%
State Appropriations	34%	35%
Contracts and IDC	1%	1%
Sales & Service	0%	0%
Other Activities	3%	2%

The expense by budget category comparison provided the following information on how resources were distributed:

FY20	18-19 Actuals	FY2019-20 Revised Budget
Instruction	43%	48%
Research	2%	2%
Public Service	2%	1%
Academic Support	8%	8%
Student Services	12%	12%
Institutional Support	9%	10%
Oper. & Maint. of Plant	15%	9%
Scholarship & Fellowships	9%	10%

### Expense by Natural Classification:

	Actuals FY2018-19	Revised Budget 2019-20
Salaries & Wages	51%	47%
Fringe Benefits	22%	20%
Travel	2%	1%
Operating & Utilities	14%	21%
Scholarship & Fellowship	11%	11%
Capital	0%	0%

Dean Slater asked why the utilities had increased so much. Dr. Stinson advised the utilities budget had been building in dollars for three years to pay for the additional costs of the two new buildings and also the re-budgeting of the carryforward dollars contributed to the increase. Dr. Oldham added to look at the increase you would need to look at actuals year over year.

**Financial Overview:** Dr. Stinson advised the Governor revised his budget that was presented in February and reduced the salary recommendation from 2.5% to 1.5%, removed most of his new initiatives but did leave the outcomes funding formula, removed capital outlay projects including the Engineering building. There was potential for additional adjustments in June. Dr. Stinson explained maintenance of effort was the level of state funding that States must maintain to receive federal stimulus funds. The maintenance of efforts puts a limit on how much the State of Tennessee can reduce funding. THEC had been working with F & A to protect the formula funding.

Dr. Stinson proceeded with enrollments and early enrollment summer numbers were down slightly but had been increasing significantly. Early enrollment fall numbers for returning students were down about 500FTE. International students have uncertainty nationwide. International students that returned home may not be able to come back and new students may not be allowed to enter the country. The impact this could have on the budget was being considered.

The housing budget was not in the E & G budget but does impact the university overall. The closing of housing in the spring semester resulted in \$2,142,750 refunds, camps cancelled for the summer and with summer semester being mostly online reduced the number of students in housing which impacts the housing budget. The auxiliary budget included bookstore and food services. The bookstore non-textbook merchandise sales were down. Barnes and Noble typically has high non-textbook sales in June from SOAR sessions, which can impact the commission paid to the university. The spring semester refunds of meal plans and dining dollars were about \$1,152,200. Chartwells also had built into their budget summer revenues from camps, on-campus students will be down which impacts Chartwells budget and commission the university receives.

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The Coronavirus Aid, Relief and Economic Security (CARES) Act provided federal level assistance. The Total allocation of \$8,713,463 flowed directly to the university. The bill was written that 50% (\$4,356,732) was designated for emergency financial aid grants to students to be distributed by the university. The other 50% went to the institution and may be used for costs associated with significant changes in instructional delivery due to COVID-19 pandemic including the refunds for room and board, tuition and other fees, purchasing equipment and software, licensing and internet fees and additional emergency financial aid grants to students. Refunds for housing and meal plans were \$3,294,950.

Dr. Stinson added that she had been looking at the financial markets which have been extremely volatile impacting both the University debt financing and Foundation investments. The short-term capital rates were volatile and borrowing rates were high. TTU only had one small project that was being funded with short-term capital. Most of our debt financed projects were bonded last fall when rates were very good. Residential housing, fitness center, parking & transportation projects were also bonded last fall. The investment income with Commonfund as of March 30, 2020 for endowment funds which are heavy in equity investments was down -8.49% FYTD and the expendable funds return were down -4.38% FYTD.

In fall 2018 the State Treasurer requested higher education to perform a stress test, state level considerations that could have an impact on our E & G budget, which was coordinated by THEC and State Treasurer. There were no indications this would happen but these were items to keep under consideration. The focus was on if there was a reduction in state appropriations to the institutions how it would impact the CFI (Consolidated Financial Indicators). The CFI can impact our credit rating. Ranges in reductions requested were 2%, 5%, 10%, with a particular focus on 5%. FY2019-20 state appropriations were \$59,597,500 which for a 2% reduction would be \$1,191,950 and 5% reduction would be \$2,979,875. The FY19-20 State appropriations total was \$59,597,500 and to still be following compliance with maintenance of effort they could reduce by 13% (\$7,747,675). State appropriations for FY20-21 was \$62,904,800 and a reduction of 15% (\$9,435,720) would still meet maintenance of effort. Dr. Stinson added she realized these were large figures and if this were to happen everything would have to be reconsidered.

Revenue Projections: Regarding state appropriations there was an outcomes formula base adjustment of \$404,200, new funding from the outcomes formula \$1,876,800, salary increase that was not fully funded \$809,400, health insurance increase \$216,000. We have the flexibility that the \$809,400 salary increase can be capped at that amount. The health insurance increase was the university's match on the premiums. Tuition revenues with the expectation of flat enrollment will have increase in revenue of \$1,000,000. Out-of-state international students were expected to have a \$4,000,000 decrease. The net potential tuition shortfall was \$3,000,000. These are still preliminary figures.

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<u>Budget Expense Requests:</u> The operating expense requests were broken down by recurring, one-time, E & G and special fees. Committed funding was \$4,377,407 recurring, \$302,000 one-time, \$3,382,799 E & G and \$992,608 special fees. Priorities of funding were \$965,284 recurring, \$340,000 one-time and \$965,284 E & G. Additional funding requests were \$2,263,923 recurring and E & G. The operating expense requests details were provided in Attachment A. Dr. Stinson discussed Attachment A line by line. The additional priorities for operating funds were items discussed with the President and 5-year committee and were targeted towards increasing enrollment and some items that must be funded.

<u>Capital Expenses:</u> Dr. Stinson said that every year there were estimated costs for projects and sometimes the bids come in higher or lower. Details were included in Attachment A. For FY19-20 one-time resources are needed for \$6,424,802.

- Lab science building \$3,989,560 which included essential equipment and infrastructure items.
- Bartoo/Kittrell \$991,687 was in the project but funding had not been identified.
- Hooper-Eblen waterproofing \$937,000. The state will not provide funding for athletic facilities. The bid came in under budget.
- Bruner Hall renovation \$406,500. Several steps have handrails that do not meet code and some steps are becoming a hazard.
- Video Board upgrades in the Hoop \$100,000

Dr. Stinson concluded her presentation and asked for conversations and feedback.

David Larimore requested explanation that all of the information assumes that enrollment stays flat but earlier in the presentation we were down 500. Dr. Stinson replied that is why she went through the committed funding so everyone understands we are short about \$200,000, for which decisions would need to be made. A shortfall of \$200,000 was not difficult to deal with. A possibility is the \$100,000 phone stipend that could be eliminated. Temporary wages were \$6,000,000 that included summer pay for faculty and adjunct, which may be reduced if enrollments were down. There is unspent funding at the end of the year that could be used for one-time funds. Dr. Stinson's recommendation was to not move forward with any of those additional requests but carry them as priorities into October Revised Budget cycle and if enrollments turn out to be better then there may be opportunity to change the priorities, and the units can decide to move forward or replace with a different priority. That plan had been discussed with Dr. Oldham and the 5-year Plan Committee.

Lisa Zagumny asked regarding Attachment B if the grant accounting position was a new position. Dr. Stinson advised it was and was in anticipation of the increase in research funding which would impact the staffing of that office. This was one request that needed to be reconsidered once the new Vice President of Research arrives on campus.

Alice Camuti asked for clarification that the CARES Act would provide enough funding to cover the \$3,294,950 housing and meal refunds. Dr. Stinson advised we had already received confirmation we will be receiving those funds.

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Dr. Stinson advised the largest part of the reserves were in the housing auxiliary enterprise and have been accumulating there due to our debt service. There was anticipation that our current revenues would not support the operation and cover the debt service. There were reserves held for capital projects through commissions from food services and bookstore. There are reserves left from 15 years ago when it was decided that \$1M would be put aside each year, however that goal has not been met the past few years. When there was a significant international enrollment money was put aside in academic building upgrades, Bartoo, Kittrell and Bruner upgrades will clear out that account. Last year, through efforts of the 5-year plan committee, the 2% fund balance that is required by the state on the E & G revenues was reestablished.

Dr. Stinson asked for any other questions or advice.

Dr. Oldham wanted to make sure there was a general agreement with our philosophical approach to this situation. To focus on strategic priorities and keep initiatives moving forward but to also build in flexibility and agility in our budget. We will continue to reevaluate priorities and encourage all units to do the same, take a look as things continue to change and determine if the requests are still strategic priorities and are putting resources in the right place. Dr. Oldham asked if there were any objections to that and if the approach was sound. Dean Slater agreed. Dr. Oldham encouraged all to work within units to make sure that top priorities were getting on the table, being heard and filtering up appropriately. Dr. Oldham added he does not want to lose any momentum but from a fiduciary standpoint we must protect the integrity of the campus and maintain critical function. He added that was his recommendation and to please pass along. Dr. Stinson added that if there were items on the budget request list and a department felt it was important and you have a way to move forward by realigning resources that does not stop a unit from a budget standpoint.

Dr. Stinson thanked everyone for their attention, time and comments. If anyone had additional thoughts or questions they could email her or Terri McWilliams.

Adjournment: The meeting adjourned at 11:32 a.m.

Handouts provided: A: Operating Budget & Capital Project Funding

B: All Proposed Budget Requests

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			Proposed FY20-21 Budget	-21 Budget		
	Recur	Recurring/Permanent One-tim	One-time/Temporary E&(	E&G Resources	Special Fees	Notes
Operating new expenses:						
ROI Parking & Transportation	\$	535,935			\$ 535,935	Parking permit fees
ROI Lab Science Matching	⋄	406,673			\$ 406,673	
1.5% salary increase + fb	❖	1,398,131	❖	1,398,131		1%= \$932,088 (Partly state funded)
Faculty promotions	❖	215,952	\$	215,952		Projection from 5-year plan
TCRS benefit increase	⋄	20,000	<b>⋄</b>	50,000		Legacy plan 19.66% to 20.23%
Health insurance increase	₩	350,000	⋄	350,000		Part funded by State
Contracts & legal		<b>⋄</b>	300,000			
Disability services	⋄	100,000	<.	100,000		Permanent funding based on prior years
Record Management Costs	↔	10,000	<b>⋄</b>	10,000		New state process for records retention
Utilities - new buildings	٠Ş	200,000	\$	500,000		Final year to build budget for increased costs
Executive Director - Strategic Plan	❖	95,000	<b>\$</b>	95,000		Permanent funding position created out-of-cycle
EM - Admissions Counselor	❖	26,000	<>	56,000		Permanent funding position created out-of-cycle
Counseling & Psy PhD program	٠	26,000	\$	56,000		3rd GA \$36,000; \$10,000X2 assoc professor sal
Indirect cost lag	⋄	20,000			\$ 50,000	Indirect cost from research grants
Athletics	\$	100,000	\$	100,000		Men's basketball
Software escalation costs	\$	59,540	❖	59,540		Projection from 5-year plan
						Advising Ctr will not be operational until spring 21 -
Advisors for Colleges	❖	108,000	\$	108,000		possible hold on this for one year
EM - Software	ς,	12,176 \$	2,000 \$	12,176		Next Gen Timesheet X & Jobsheet X
Scholarships for Tech Promise	٠	80,000	\$	80,000		Plan approved by BOT in March
Scholarships for mandated waivers	❖	300,000	\$	300,000		No choice - this continues to increase
	γ.	4,483,407 \$	302,000 \$	3,490,799	\$ 992,608	
						1)
Operating new revenues:						
Outcomes Formula - base adjust	❖	404,200	∽	404,200		
Outcomes Formula - new funding	Υ.	1,876,800	❖	1,876,800		
Salary increase state appropriations	৵	809,400	❖	809,400		
Health insurance increase	❖	216,000	\$	216,000		11
	\$	3,306,400 \$	\$ -	3,306,400	÷	1 1
Available operating funds (shortage)			₩	(184,399)	15. 7 <b>a</b>	
		Additional Budget Considerations	erations			ľ
						wit.
Tuition revenue w flat enrollment	ş	1,000,000	\$	1,000,000		
Out-of-state international students	δ,		❖	(4,000,000)		Xri -
Potential tuition shortfall	ş	\$ (000'000'E)	<b>.</b>	(3,000,000)	\$	

Possibly use one-time funds for one yr	Possible use one-time funds this year	Possible use one-time funds this year	Amount of marketing budget still supported by one-	time resources	Still looking for resources	Possible use one-time funds this year		Possible use one-time funds this year	Still looking for resources	
150,000	150,000	150,000			162,734	000'09		20,000	91,800	784,534
v.	\$	\$		300,000	❖	∽	40,000	❖	\$	340,000 \$
150,000	150,000	150,000		\$	162,734		\$	20,000	91,800	724,534 \$
-	↔	❖		₩	₩	0	↔	❖	↔	❖
Additional priorities for operating funds Restore Library capital budget	Marketing out-of-state	Marketing establish permanent budget		Marketing budget continuation	Software upgrades IT	EM - Preview Day	EM - Campus visits transportation	EM - Golden Eagle tour guides	Provost - Financial Analyst	

		Total								
		Project			Local		State			ÿ
<b>Budget Items for Capital</b>		Cost	٩	cal E&G	Housing	Local E&G Housing State maint	Capital	Other	Notes	Funded in UEPlant
Lab Science Building - infrastructure, essential										
equipment	\$	5,526,532	1/3	3,989,560				\$ 1.536.972 O	1.536.972 Other = Project contingency	
Bartoo & Kitrel! - over bid + furniture	٠,	991,687	w	991,687				2	May be less - Possible \$743.458	
Hooper-Eblen - waterproofing envelope	s	1,440,000	w	937,000				\$ 503.000 Tr	503.000 Transfer from Roof - bid under budget	
Bruner Hall renovation - bid over budget + 3	٠,	406,555	s	406,555				S S	UEXP Academic Bld Upgrades	
Dixie Ave Steam Line - over bid	s	125,776	s	97				\$ 125.776 Fr	125.776 From Storm Sewer Replacement Proj	
Data Center Sprinkler - over bid										
Residential Hall roof replacement	❖	780,000			\$ 780,000	0		32	R&R Housing	
Relocate East Stadium to mobile units	ς٠	412,700	\$	412,700					0	
2 additional generators + relocation	s	8,000,000	\$	8,000,000				Ş	Defer for one year?	
Engineering Building match (5% from E&G)	\$	2,750,000	s	2,750,000				P	Possible from fundraising?	
Furf Replacement	\$	1,000,000	\$	1,000,000						
Video Boards for Hooper-Eblen	\$	100,000	٧,	100,000						

\$ 6,324,802 \$ 406,555 \$ 100,000 \$ 6,831,357

# 2020-2021 Proposed New Budget Request

Department	Recurring/Temp	Total	Notes:	
	Recurring	79,912,00	New positon for Online Training	
ь	Recurring	332,524.00	Software increase Cost	
	Recurring	50,076.00	Chrome River Contract	
Human Resources	One Time	78,000.00	Implementation of Page Up which will replace People Admin 1/1/22	
Enrollment Management	One Time	9,750.00	To cover poriton of th eCapture LLC Contract	
<b>Enrollment Management</b>	Recurring	90,875.00	Capture LLC Contract for 20-21	
Enrollment Management	Recurring	00.000,09	Additional Funds for Preview Day	
Enrollment Management	One Time	40,000.00	Campus Visitation experience by adding VIP Transporation Stategy	
Enrollment Management	Recurring	20,000.00	Adding a welcome care specialist, golden eagle tour guides,	
Finanical Aid	One Time	2,000.00	Installation/Set up Fee C.	Current Estimate temp
Finanical Aid	Recurring	12,175.62	Add funds for Next Gen Timesheet X and jobsheet X Software	Current Estimate recurring
Admissions	Recurring	80,492.16	Additional Counselor Position (already hired) benefuts and publications	
			Andrew Bleignier is paid form Itn'I revenue index that no longer has enough revenue	
International Education	Recurring	32,264.60	to support the position and benefits.	
Office of Communication & Marketing	Recurring	50,000.00	Funds for publications to support undergraduate recuitment and brand awareness	
			To create personalized URL's for prospective students to aid un undergrad	
Office of Communication & Marketing	One Time	75,000.00	recruitment efforts	
			To crate a marketing campaing for out of state branding and recruitment efforts. This	
			will include creative slogans, artwork, research and campaign development and	
Office of Communication & Marketing	One Time	150,000,00	targeted media recommendations,	
			To suppport the contract for Capture Higher Ed, which uses a proprietary behavour	
Office of Communication & Marketing	One Time	125,000.00	analysis system	
			To establish an annual budget for the niveristy's website and enhance	
Office of Communication & Marketing	One Time	40,000.00	features/usability	
Office of Communication & Marketing	Recurring	5,000.00	per add funds for commencement ceremonies to Pisition 621040	
Office of Communication & Marketing	One Time	65,000.00	Print and Mail annual issue of visions magazine	
Office of Communication & Marketing	Recurring	12,000.00	Part time employees for marketing events and writing	
Office of Communication & Marketing	One Time	300,000.00	Strategic Marketing-support mass media advertising	
Office of Communication & Marketing	Recurring	150,000.00	Strategic Marketing-support mass media advertising	
Purchasing	One Time	2,900.00	Computer replacement - total cost \$9,390, requesting 2,900	
Athletics	Recurring	1,353,064.00	Continued operations	
			Establish recurring budget for Crawford Alumni Center for the Annual giving and	
Advancement	Recurring	150,000.00	stewardship program	
Advancement	Recurring	140,000.00	To fund position 591010 -EX28 from University funds rather than foundation funds	
Business Office	Recurring	104,619.96	Grant Accounting Position	
Compliance	Recurring	11,000.00	Additional Travel and Supply funds needed	
		3,621,653.34		

3,621,655.00

887,650.00 2,734,005.00 3,621,655.00

## 2020-20201 Proposed New Budget Request

Notes:	Clinical coordinator,preceptor faculty position for Future Education Model Dietetics Graduate program. 12-month, Clinical coordinator/preceptor faculty position for the Future Education Model Dietetics Graduate program. 12-month, non-teure track, 3 year renewal position. THEC site visit completed 2/10/2020. Pending approval by 1 June, Advertise to fill August 2021.	Request to create position in Earth Sciences, Index 210111. The person in this position will support geoscience labs, primarify general education courses, by preparing specimens, maintaining equipment, supervising student workers and teaching lower 5 division labs. See attached justification.	Associate Professor line for the new PhD Counseling & Psychology program. Original budget for the position was \$60,000, Provost and President approved additional 2 salary based on recommendation from THEC, See attached documents.  3 graduate assistants for the new PhD Counseling & Psychology program, This has	Deen approved and presented to THEC by the Provost and President. See attached documents, \$12,000 stipend + \$936 benefits + \$14,619 tuit/fees = \$27,555 x 3 = 3 \$82,665 total	Admin Assoc 3-With the acquisition of an extra educational facility comes the need for an additional administrative assistant to be stationed in the new building. There is the possibility of converting the current part-time Admin Assoc 2 position to full-time, upgrading to a 3, and moving that person to the new facility, in which case the 6 amount of this request could be less.	Lecturer position to support this popular program. See attached justification. Provost 7 supports this request for two years. Position should be self-sustaining in two years. In five years, the materials budget has gone from \$1,280,630 (\$890,360 E&G +	439JJJUO IAPI to SpeRyLAM (\$4019,1491 E&C+ \$7.5,001 IAPI, Inhs, coupled with an average 5% annual Inflation on materials, has limited our ability to provide the materials students and faculty need.	New position per President Oldham's instructions to serve as budget analyst for Academic Affairs. JAQ to be developed by Provost and VP for Finance.	
Provost   Notes:	1	ī	2	8	٩	7	4	00	77
Total	84,000,00	59,717.00	28,000,00	82,665.00	42,000.00	00'000'6	150,000.00	112,000.00	567,382.00
Capital									
Travel									ructional
Operating							150,000.00		Total non-Instructional
Equipment Start up Cost PR Group				82,665,00					
Benefits	24,000,00	17,062.00	8,000,00		12,000.00	00'000'6		32,000,00	
	00 000'09	42,655.00	20,000,00		30,000.00			80,000.00	
Position Salary		AD-42						AD-48	
Recurring/Temp	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	
Department	Ag & Hec	Arts and Science	Education-Counseling & Psych	Education-Counseling & Psych	Education - Exercise Science	interdisciplinary Studies	Library	Academic Affairs	

### 2020-2021 New Budget Request

												Originally there were \$870 3820f Instructional request submitted to the Proyect Total	funds reallocated by colleges \$778,758																
% of Total	Request	2.67%	2.01%	1.43%	0.00%	3.64%	0.00%	0.00%	0.21%	3,58%	0.00%		13,54%		11.04%	1.86%	5.27%	0.34%	1.92%	0.77%	23.20%	0.07%	32.30%	6.92%	2.50%	0.26%	86.46%		
% of Total	componet	19,74%	14,80%	10,53%	0.00%	26,91%	0.00%	0.00%	1.59%	26.44%	0.00%		567,382 13,		12.77%	2.15%	%60'9	0.39%	2.22%	0.89%	26.84%	0.08%	37.36%	8.01%	2.89%	0.30%	3,621,653 86.	4 189 035	4,100,000
	Total	112,000	84,000	59,717	106	152,665	E	. •	000'6	150,000	<u>)</u> ()				462.512	78,000	220,625	14,176	80,492	32,265	972,000	2,900	1,353,064	290,000	104,620	11,000			
	One-Time															78,000	49,750	2,000			755,000	2,900			7,500			887 650	200,100
	Recurring	112,000	84,000	59,717	îa	152,665	()*/	) 9.	000'6	150,000	5				462,512	•	170,875	12,176	80,492	32,265	217,000		1,353,064	290,000	97,120	11,000		2 783 765	4,704,74
	Instructional	Academic Affairs	Ag & HEC	Arts & Science	Business	Education	Engineering	Fine Arts	Interdisciplinary Studies	Library	Nursing			Non-Instructional	ITS	Human Resources	Enrollment Mgmt	Enrollment Mgmt-Financial Aid	Enrollment Mgmt-Admissions	Enrollment Mgmt-Intl Education	OCM	Purchasing	Athletics	Advancement	Business Office	Compliance		TOTAL	