Budget Advisory Committee
September 30, 2021 1:30 p.m.
Via TEAMS

Members Present:

Claire Stinson
Phil Oldham
Lori Bruce
Tom Payne
Lisa Zagumny
Cynthia Polk-Johnson
Kevin Braswell
Brandon Johnson
Jennifer Taylor
Matt Smith (Interim ITS Director)
Deanna Metts
Chuck Roberts
Alice Camuti
Joseph Slater
Jeff Roberts (Interim Dean)
Jeanette Luna
Holly Stretz
Lori Maxwell
Sandi Smith-Andrews
Troy Smith
Lee Wray
Aaron Lay
Kevin Vedder
Emily Wheeler
Sharon Huo (Interim IR Director)
Terri McWilliams
Emalee Hamblen
Lauren Hall

Members Absent:
Mark Wilson
Karen Lykins

Others:
Dewayne Wright
Carol Holley
Shubhada Mahajan

Dr. Claire Stinson called the meeting to order at 1:34 p.m. and thanked everyone for their attendance. The agenda and minutes of the April 23, 2021 meeting were distributed previously via email to committee members.

Approval of Agenda: 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 April 23, 2021. Lisa Zagumny moved to approve the minutes and Sandi Smith-Andrews seconded. There was no discussion and the minutes approved unanimously.

Comprehensive Review of Available Resources: Dr. Stinson advised the end of year fund balance for FY2020-21 was $20,245,348. This included $16,551,366 in carryforward requests and $3,693,982 in the required fund balance. The Foundation expendable funds end of year balance for FY2020-21 was $26,939,815. The Centers for Excellence end of year fund balance is $1,478,166. The total available resources end of year FY2020-21 is $48,663,329. These are one-time resources with the exception of some of the foundation endowments. Dean Slater asked what the $3,693,982 required fund balance percentage was. Dr. Stinson advised is was just over two percent of revenues. (Handout A)

Current Fall 2021-22 Revenue as Compared to Proposed: Dr. Stinson advised there was an enrollment decline and projecting Spring semester equates to $2,612,304 million decline in revenues. The two percent tuition increase resulted about $1,578,659. The SACF collapse resulted in $(1,413,490). All these combined made a net revenue of $(2,447,135). (Handout B) Terri McWilliams went over the calculations on Handout C.

Carryforwards: Dr. Stinson reviewed the carryover summary (Handout D). The total available for carryover was $14,104,231. The total carryover requests were $16,551,366.

Strategic Investment Pool and Current Positions: Terri McWilliams went over the positions committed as a strategic investment. (Handout E) In FY2021 sixty percent lapse was $708,519.

Five Year Enrollment Model: Dr. Stinson advised Terri McWilliams and Shubhada Mahajan have been working on a way to predict what revenues will be five years out. It will be a dynamic model and can adjust inputs for enrollment and/or retention rates.

New Budget Requests: Dr. Stinson advised some non-instructional requests were for recurring funds, funding has not been identified but department reallocation suggestions have been made. The academic requests were mostly one-time requests. The total new budget requests were $1,874,283. (Handout F)

Budget Reduction and Reallocation for FY2022-23: The new Presidential Scholarship is an approach to increase enrollment. Marketing needs additional increase to help advertise and communicate this new campaign. Dr. Stinson reviewed the revised FY21-22(Handout G). Total permanent budget reductions needed is $(4,072,135). The percentage of reductions to prepare for FY22-23 is -3.96%. HEERF funds will fill the budget reduction for FY21-22.

Budget Preparedness Plans: Dr. Stinson reviewed the information in positions changes from 2014-2022, enrollment changes from 2014-2022, advised the SSC contract is in the process of being reviewed, gave overview of fixed costs and provided natural classification budget for FY21 (Handout H). Dr. Stinson advised March 10,2022 is when

the plans for the possible budget reductions will be due. Tier 1 will consider salaries, travel and operating for a 4% potential reduction. Tier 2 will be to submit a plan for an additional 2% budget reduction due to possible enrollment decline for FY22-23. Examples of the forms were provided in Handout H.

Adjournment: Dr. Stinson thanked everyone for their attendance. The meeting adjourned at 3:53 p.m.

Handouts: A: Comprehensive Review of Available Resources

B: Revised FY21-22

C: Enrollment and Graduation Price Points Fall 2021

D: Carryover Summary

E: Strategic Investment Pool

F: 2021-22 New Budget Request

G: Revised FY21-22

H: TTU Ten Year Staffing Trend

Comprehensive Review of Available Resources
EOY Fiscal Year 2020-2021

E&G Funds

Special fees carryforward		
Specialized Academic Course fees	$	1,882,526
On-line course fees	$	1,375,119
Student Activity fees	$	142,834
Technology Access fees	$	1,723,100
Research Indirect Costs	$	1,073,150
Engineering special allocation	$	2,945,867
	$	9,142,596
Other carryforward:		
Automatic carryforward (revenue based)	$	704,558
Research Match	$	225,577
Purchase Orders	$	1,105,607
Faculty Research	$	18,075
	$	2,053,817
Other unspent budgets		
Department requests	$	1,643,556
40% Lapse salary from FY2021	$	1,108,273
Summer school	$	1,235,735
University future commitments (Proposed Budget)	$	1,367,389
	$	5,354,953
Total Carryforward Requests	$	16,551,366
2% - 5% Required Fund Balance	$	3,693,982
EOY Fund Balance FY2020-21	**$**	**20,245,348**

Foundation Expendable Funds

Scholarships & Fellowships	$	11,058,187
Research	$	295,554
Instructional departments uses	$	2,459,952
Other		
Advancement	$	803,097
Athletics	$	3,013,667
College of Ag & HE	$	299,918
College of Arts & Science	$	753,031
College of Business	$	2,316,826
College of Education	$	400,989
College of Engineering	$	1,247,253
College of Fine Arts	$	204,444
College of Interdisciplinary Studies	$	3,325
Enrollment Management	$	148,129
Library	$	43,675
Office of Provost	$	145,668

Planning & Finance	$	4,185
Research & Economic Development	$	37,754
School of Nursing	$	360,392
Student Affairs	$	95,936
University Advancement	$	96,466
Unrealized Market Value	$	2,358,624
Unrestricted Foundation Fund Balance	$	792,743
EOY Fund Balance FY2020-21	**$**	**26,939,815**

Centers for Excellence

Unspent Budget:		
Electric Power	$	640,529
Manufacturing	$	591,681
Water Resources	$	245,956
EOY Fund Balance FY2020-2021	**$**	**1,478,166**

Total Available Resources EOY FY2020-2021	**$**	**48,663,329**

Handout B

REVISED FY21-22	
FY21-22 Enrollment decline	(2,612,304)
2% Tuition increase	1,578,659
SACF Collapse Committed	(1,413,490)
NET Revenue:	**$ (2,447,135)**

Handout C

Enrollment and Graduation Price Points, Fall 2021

	Proposed Budget Est.	9/2/2021 Enrolled as of 14 Day of Class	Difference	Old Rate	New Rate	Budget Impact based on decline in Headcount	Result of 2% Increase Old Rate	Result of 2% Increase New Rate	Result of 2% Increase Difference	
	HC	HC	HC							
Undergraduate - Admitted Prior to Fall 2020										
In State	3,378	3,215	-163	$4,020.00	$4,098.00	($667,974.00)	$12,924,300.00	$13,175,070.00	$250,770.00	
Out-of-State						$0.00				
Domestic	102	85	-17	$6,120.00	$6,198.00	($105,366.00)	$520,200.00	$526,830.00	$6,630.00	
International						$0.00				
Normal	62	63	1	$10,867.00	$10,972.00	$10,972.00	$684,621.00	$691,236.00	$6,615.00	
E-Rate	-	-	0			$0.00				
Undergraduate -Admitted Fall 2020 or Later						$0.00				
In State	4,513	4,593	80	$4,530.00	$4,620.00	$369,600.00	$20,806,290.00	$21,219,660.00	$413,370.00	
Out-of-State						$0.00				
Domestic	233	219	-14	$6,630.00	$6,720.00	($94,080.00)	$1,451,970.00	$1,471,680.00	$19,710.00	
International						$0.00				
Normal	126	65	-61	$11,404.00	$11,494.00	($701,134.00)	$741,260.00	$747,110.00	$5,850.00	
E-Rate	-	-	0			$0.00				
Graduate						$0.00				
In State	1,432	1,398	-34	$5,344.00	$5,448.00	($185,232.00)	$7,470,912.00	$7,616,304.00	$145,392.00	
Out-of-State						$0.00				
Domestic	45	30	-15	$7,024.00	$7,128.00	($106,920.00)	$210,720.00	$213,840.00	$3,120.00	
International						$0.00				
Normal	11	18	7	$12,894.00	$12,998.00	$90,986.00	$232,092.00	$233,964.00	$1,872.00	
E-Rate	-	-	0			$0.00				
Dual Enrollment	200	154	-46	$498.00	$498.00	($22,908.00)	$76,692.00	$76,692.00	$0.00	
Source: Institutional Data Files	10,102	9,840	-262							

Total Fall Decline	($1,412,056.00)	$45,119,057.00	$45,972,386.00	$853,329.00 Fall 21 Increase
Total Spring Anticipated	($1,200,247.60)	$38,351,198.45	$39,076,528.10	$725,329.65 Spring 21 Anticipated increase
Total FY 21-22	($2,612,303.60)	$83,470,255.45	$85,048,914.10	$1,578,658.65 Total FY21-22 2% increase
		$7,913,724.00	$8,064,108.00	
		$6,726,665.40	$6,854,491.80	
		$14,640,389.40	$14,918,599.80	$278,210.40 2% Grad
		$68,829,866.05	$70,130,314.30	$1,300,448.25 2% Undergrad

Handout D

Carryover Summary

EOY Fund Balance FY2020-21	20,245,348.67	
2% - 5% Required Fund Balance	3,693,982.00	
Funds Available for Carryovers	16,551,366.67	
Funds needed to balance budget to bridge the gap for enrollment declines temporarily	2,447,134.95	HEERF
Total Available for Carryover	**14,104,231.72**	
Carryover Request:		
Accounts with Automatic Carryforward	704,558.00	
Research Match	225,577.00	
SAF	142,834.00	
TAF	1,723,100.00	
SACF	1,882,526.00	
PO	1,105,607.00	
Online Fee	1,375,119.00	
Lapse Salaries - 40% & Investment	1,108,273.00	
Engineering Special Appropriations	2,945,867.00	
University Future Commitments	1,367,389.00	
Indirect Cost accounts	1,073,150.00	
Faculty Research	18,075.00	
Summer School Profit	1,235,735.00	
Departmental Request	1,643,556.00	
TOTAL Carryover Request:	**16,551,366.00**	-
Balance	**(2,447,134.28)**	

Handout E

Strategic Investment Pool

Position No.	Index	College	Department	Salary	Benefits	Total Salary & Benefits	University Funded	Years Committed	Period of Funding FY17-18	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	Total FY21-22 and beyond	NOTES:
~~168130~~	~~210108~~		~~Computer Science~~	~~57,500.00~~	~~23,000.00~~	~~80,500.00~~	~~0.67~~	~~3~~		~~38,525.00~~	~~_____~~	~~_____~~					~~_____~~	~~Transferred to ENGR at Proposed FY2020~~
~~168160~~	~~210108~~		~~Computer Science~~	~~57,500.00~~	~~23,000.00~~	~~80,500.00~~	~~0.67~~	~~3~~		~~38,525.00~~	~~_____~~	~~_____~~					~~_____~~	~~Transferred to ENGR at Proposed FY2020~~
136030	210501	AG	AGHE Associate prof-Agribusiness	71,000.00	28,400.00	99,400.00	100%	2			99,400.00	99,400.00	99,400.00	99,400.00	99,400.00	99,400.00	397,600.00	S. Parks Hired 8/1/19
136140	210501	AG	AgHE Assistant Prof-Poultry	80,000.00	32,000.00	112,000.00	100%	2			-	-	-	-	-	-	-	**Hire 8/1/20 - FROZEN AT PROPOSED FY20-21**
176040	210202	Business	Decision Sciences-Lecturer	60,000.00	24,000.00	84,000.00	67%	3		.	56,280.00	56,280.00	56,280.00	56,280.00	56,280.00	56,280.00	225,120.00	Oct 2017 to create position - S. Wells Hired 8/1/19
176050	210202	Business	Decision Sciences-Lecturer	50,000.00	20,000.00	70,000.00	67%	3				46,900.00	46,900.00	46,900.00	46,900.00	46,900.00	187,600.00	Hire Date 8/1/20
176060	210202	Business	Decision Sciences-Lecturer	55,000.00	22,000.00	77,000.00	100%	2				77,000.00	77,000.00	77,000.00	77,000.00	77,000.00	308,000.00	Hire Date 8/1/20
115030	210206	Business	EFM Assistant Professor	65,000.00	26,000.00	91,000.00	100%	2				91,000.00	91,000.00	91,000.00	91,000.00	91,000.00	364,000.00	Hire Date 8/1/20
123170	210321	Education	Curriculum Inst-Assistant Professor	56,000.00	22,400.00	78,400.00	67%	3		-	52,528.00	52,528.00	52,528.00	52,528.00	52,528.00	52,528.00	210,112.00	C. Gelason hired 8/1/19
121120	210311	Education	Counseling & Psychology Assistant Professor-PhD Program	60,000.00	24,000.00	84,000.00	100%	2				84,000.00	84,000.00	84,000.00	84,000.00	84,000.00	336,000.00	Hire Date 8/1/20
121130	210311	Education	Counseling & Psychology Assistant Professor-PhD Program	60,000.00	24,000.00	84,000.00	100%	2				84,000.00	84,000.00	84,000.00	84,000.00	84,000.00	336,000.00	Hire Date 8/1/20
~~168170~~	~~210108~~	~~ENGR~~	~~Computer Science~~	~~55,000.00~~	~~22,000.00~~	~~77,000.00~~	~~0.67~~	~~3~~		~~36,850.00~~	~~36,850.00~~	~~36,850.00~~	~~36,850.00~~	~~36,850.00~~	~~36,850.00~~	~~36,850.00~~	~~147,400.00~~	~~Transferred to ENGR at Proposed FY2021~~
129060	210406	ENGR	General & Basic Engr - Joint program with ETSU	100,000.00	40,000.00	140,000.00	0.67	3				93,800.00	93,800.00	93,800.00	93,800.00	93,800.00	375,200.00	Hire Date 8/1/20
133040	210426	ENGR	Mechanical Engr - Vehicle Engineering	60,000.00	24,000.00	84,000.00	100%	2				84,000.00	84,000.00	84,000.00	84,000.00	84,000.00	336,000.00	Hire Date 8/1/20
~~519020~~	~~256005~~	~~Enrollment~~	~~Enrollment Mgmt. - Director Data- Difference~~	~~76,506.00~~		~~76,506.00~~	~~55%~~	~~3~~			~~76,506.00~~						~~_____~~	~~DONE AS PERM - Paid Back~~
614140	263036	Human Resources	HR-Partially funded reclass-as funds become available in other positions t	5,000.00		5,000.00		3			5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	DONE AS PERM
141290	210701	Nursing	Nursing DNP - 1 TT - Oct-Asst. Professor	67,000.00	26,800.00	93,800.00	0.67	3			62,846.00	62,846.00	62,846.00	62,846.00	62,846.00	62,846.00	251,384.00	S. Chase Hired 8/1/19
141210	210701	Nursing	Nursing-Assistant Professor	65,000.00	26,000.00	91,000.00	100%	2			91,000.00	91,000.00	91,000.00	91,000.00	91,000.00	91,000.00	364,000.00	A. Donnatio Hired 8/1/19
141220	210701	Nursing	Nursing-Assistant Professor	75,000.00	30,000.00	105,000.00	100%	2			-	105,000.00	105,000.00	105,000.00	105,000.00	105,000.00	420,000.00	Hired 8/1/20
141240	210701	Nursing	Nursing-Assistant Professor	75,000.00	30,000.00	105,000.00	100%	2				105,000.00	105,000.00	105,000.00	105,000.00	105,000.00	420,000.00	Hired 8/1/20
418030	260080	Research	Director of Research	105,000.00	44,100.00	149,100.00	100%	3					149,100.00	149,100.00	149,100.00	149,100.00	596,400.00	
								Total	-	113,900.00	480,410.00	1,174,604.00	1,323,704.00	1,323,704.00	1,323,704.00	1,323,704.00	5,294,816.00	

LEGEND:

Should no longer be covered but they still are in FY21-22

Should no longer be covered - Commitment time is expired

FY21 - Lapse 60% - $708,519

Handout F

2021-2022 New Budget Request

	Recurring	One-Time	Unit to fund	Total Requesting	% of Total component		% of Total Request
University Wide							
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
					-	0.00%	
Instructional / Academic Affairs							
Engineering	92,950		92,950	-	0.00%		0.00%
Academic Affairs-Online Education	81,054		81,054	-	0.00%		0.00%
Interdisciplinary Studies	110,689			110,689	7.68%		5.91%
Academic Affairs - Provost	-	534,400	-	534,400	37.07%		28.51%
Fine Arts	-	33,000	-	33,000	2.29%		1.76%
Library	150,000		-	150,000	10.40%		8.00%
Education - EXPW	33,654	118,000	17,892	133,762	9.28%		7.14%
Nursing	40,000	101,325		141,325	9.80%		7.54%
Ag & HEC	-	325,043	-	325,043	22.55%		17.34%
Education-Stem Center		13,500	-	13,500	0.94%		0.72%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
				-	0.00%		0.00%
					1,441,719	76.92%	
Non-Instructional							
Chief Diversity Officer	66,164.00			66,164	15.30%		3.53%
Enrollment Mgmt.	125,000			125,000	28.90%		6.67%
Student Affairs	241,400	-		241,400	55.81%		12.88%
Business Office-Payroll	41,067		41,067	-	0.00%		0.00%
					432,564	23.08%	
TOTAL	**981,978**	**1,125,268**	**232,963**		**1,874,283**		

Handout F

2021-2022 Proposed New Budget Request - Non-Instructional

Department	Recurring/Temp	Position	Salary	Benefits	Equipment	Start up Cost	PR Group	Operating	Travel	Capital	Total	Total Department Funds	Total University Request	Funding Priority	Notes:	Suggestion for Source of Funds
Chief Diversity Officer	Recurring	Support Assoc - CL-10	43,073.00	18,091.00				5,000.00			66,164.00	-	66,164.00		To add support personnel staff for Chief Diversity Officer	Department Reallocations
Student Affairs	Recurring	Reclass Dean of Students to AVP Student Health	10,000.00	4,200.00							14,200.00		10,000.00		To reclass Dean of Students to AVP	Department Reallocations
Student Affairs	Recurring	Reclass Exec. Director the AVP Strategic Planning	40,000.00	16,800.00							56,800.00		35,000.00		To reclass Exec Director to AVP	Department Reallocations
Student Affairs	Recurring	New Position - AVP Student Engagement	120,000.00	50,400.00							170,400.00		170,400.00		New Position AVP Student Engagement	Department Reallocations
Enrollment Mgmt.	Recurring							125,000.00			125,000.00		125,000.00		Capture Contract	Department Reallocations
Business Office	Recurring	Financial Associate 3 - Payroll	28,921.00	12,146.00							41,067.00	41,067.00	-		To add the position needed for Payroll - Business office has funds set aside from vacant lines to create this position.	
											-					
											-					

Handout F

ACADEMIC AFFAIRS

2021-2022 October Revised Budget Requests

Listed in order of Provost's priority. 9/27/2021

College	Department	Position Title	Other Funds (i.e. Travel, Operating)	Available Funds from College or Dept.	Funds Requested from University	Justification for Funds	Notes	Suggestion for Source of Funds
Engineering	Computer Science 210108	TBA		$65,000 Salary + $27,950 Benefits = Total $92,950		New Lecturer position needed for Computer Science teaching load.	Permanent funds	
Academic Affairs	Online Education 260065	TBA		$57,080 Salary + $23,974 Benefits = Total $81,054		Full-time permanent position to coordinate all training and communications for the CITL & CAFÉ.	Permanent funds	
Interdisciplinary Studies	Professional Studies 218560	TBA			$77,950 Salary + $32,739 Benefits = Total $110,689	Funds are needed for a full-time permanent faculty position to support the master's degree program in the School of Professional Studies. Position #175110 Index 210158 was frozen during the July 2020 budget reductions. We request that position and funds be unfrozen to support this position in Professional Studies.	Permanent funds	Funding for frozen positions were released to Provost for allocation during Proposed Budget
Academic Affairs	Provost 260051	TBA	$320,000 Salaries, $134,400 Benefits, $20,000 Travel, $60,000 Operating		$534,400	Funds requested to support 2 years of diversity faculty dissertation fellowships ($20,000 Jan 1, 2022; $247,200 July 1, 2022; $20,000 Jan 1, 2023; $247,200 July 1, 2023)	One-time funds	Academic Budget Reallocations
Fine Arts	Dean's Office 245040	N/A			$33,000	Funds needed to support operating expenses for the college due to the loss of 60% lapse dollars after using operating funds to create a new faculty position in the School of Music.	One-time funds	SACF Carryforward/College Reallocation
Library	Library Materials 240031	N/A	$150,000 Operating		$150,000	Funds needed for Library materials due to the decrease in the budget over the last five years from $1.2M to $609K.	Permanent funds	Academic Budget Reallocations
Education	Exercise Science 210326	N/A	$24,000 Operating		$24,000	Funds needed to redo the main gym floor in Memorial Gym due to extensive water damage.	One-time funds	SACF Carryforward/College Reallocation
Education	Exercise Science 210326	N/A	$22,000 Operating		$22,000	Funds needed for security system cameras for Academic Wellness Center. Previous cameras were removed when campus recreation moved out of the building. Building is currently not secure.	One-time funds	SACF Carryforward/College Reallocation
Education	Exercise Science 210326	N/A	$15,000 Operating		$15,000	Funds needed for construction of walls and inserting doors to secure the weight room in the Academic Wellness Center for a classroom.	One-time funds	SACF Carryforward/College Reallocation

Education	Exercise Science 210326	Admin Assoc 2 - position #124110		$12,600 Salary+ $5,292 Benefits = Total $17,892	$11,100 Salary + $4,662 Benefits = Total $15,762	Funds needed for full-time permanent Administrative Associate 2 to work in the Academic Wellness Center. Temporary part-time person no longer feasible for the position.	Permanent funds	College Budget Reallocations
Nursing	Nursing Instr 210701	1 Graduate Assistant			$15,585 Stipend & Fees	Funds needed for a Graduate Assistant to reduce the costs for adjuncts and lab assistants to meet the growing student needs.	One-time funds	SACF Carryforward/College Reallocation
Agriculture & Human Ecology	Agriculture 210501	N/A	$14,550 Operating; $20,650 Equipment		$35,200	Start-up funds for new poultry science faculty.	One-time funds	SACF Carryforward/College Reallocation
Agriculture & Human Ecology	Human Ecology 210551	N/A	$25,000 Operating		$25,000	Funds needed for a feasibility study and consultant fees associated with the process for a second master's degree program.	One-time funds	SACF Carryforward/College Reallocation
Nursing	Nursing Instr 210701	Temporary Instructor Position #TBA			$47,000 Salary + $19,740 Benefits = Total $66,740	Funds needed for full-time temporary Instructor to meet the School's instruction load in the BSN, MSN and DNP programs. Position to begin Spring 2022.	One-time funds	SACF Carryforward/College Reallocation
Nursing	Nursing Instr 210701	Various full-time faculty			$40,000	Funds are needed for salary increases for full-time faculty. TTU Nursing faculty are currently at or below 60% of CUPA salaries.	Permanent funds	College Budget Reallocations
Agriculture & Human Ecology	Agriculture 210501	N/A	$70,000 Operating; $30,000 Equipment		$100,000	Renovation and equipment update is necessary for Dr. Leckie's research in improvement of the productivity of horticultural food crops.	One-time funds	College Budget Reallocations
Education	Exercise Science 210326	Adjuncts - position #124840 & 124860			$57,000	Funds needed to pay Adjuncts and GAs for Spring semester 2022.	One-time funds	SACF Carryforward/College Reallocation
Nursing	Nursing Instr 210701	Adjuncts position #141860			$19,000	Funds needed to cover adjuncts for Spring and Summer 2022 due to growing student needs.	One-time funds	SACF Carryforward/College Reallocation
Agriculture & Human Ecology	Hyder-Burks 237050	N/A	$164,843 Technology		$164,843	Funds needed to support a complete overhaul of the current AV system providing much needed technology support. The current system is at least 15 year old and in a desperate need of an upgrade. There are several functions held throughout the year that need this technology.	One-time funds	Foundation/Unit Revenues Generated
Education-STEM Center					$13,500	GA's	One-time funds	Revenues Generated

Total funds requested from University = $1,428,219; Permanent = $316,451; One-Time = $1,111,768

Total funds provided by Colleges/School = $191,896 - Permanent

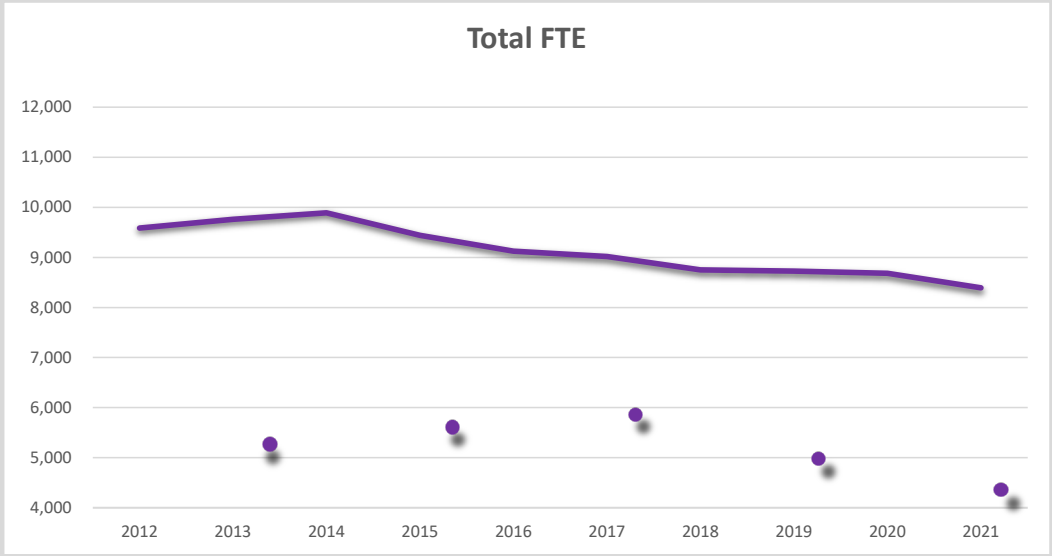
REVISED FY21-22		
FY21-22 Enrollment decline		(2,612,304)	
2% Tuition increase		1,578,659	
SACF Collapse Committed		(1,413,490)	
NET Revenue:	**$**	**(2,447,135)**	
University Commitment to Reallocate:			
Scholarships - Presidential		500,000	
GA's-adjust tuition increase		50,000	
Landscaping		325,000	
Marketing		650,000	
Center Stage		100,000	
Fund to reallocate:		1,625,000	
Total Permanent Budget Reductions Needed:	**$**	**(4,072,135)**	
Total Permanent Expenditures:		165,663,443	
Fixed Cost:			
Utilities & Fuel		(6,376,087)	
IT Maintenance Contracts		(2,163,699)	
Banking Contract Services		(97,700)	
Insurance		(524,350)	
TBR Chargebacks		(173,737)	
Annual Audit - State of TN		(75,000)	
Allowance for Doubtful Accounts - AR		(80,000)	
Scholarships		(16,751,571)	
Fringe Benefits		(36,656,647)	
Total Fixed Cost		(62,898,791)	37.97%
Net Expenditures for Budget Reduction	**$**	**102,764,652**	
Percentage of reduction - FY22-23		**-3.96%**	

Handout H

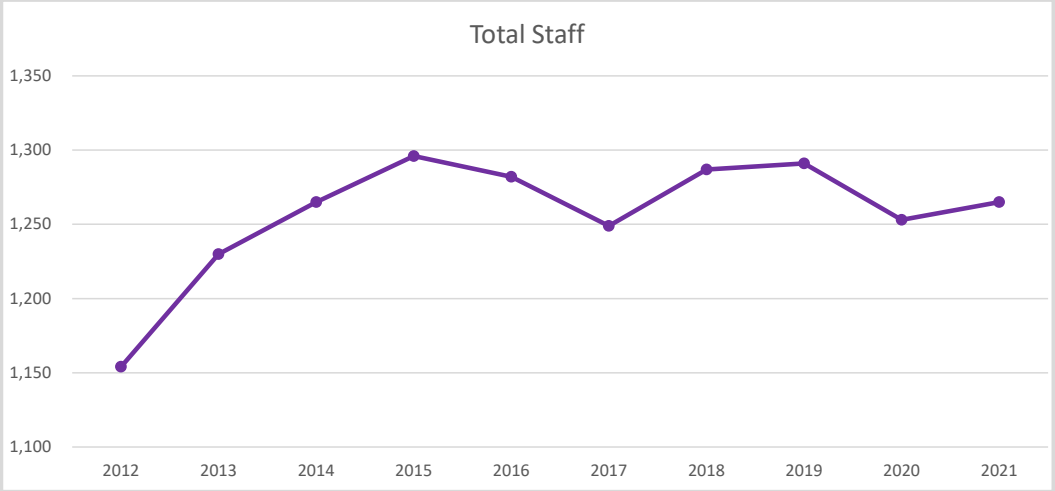
TTU Ten Year Staffing Trend

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	% Change 2012-2021
Faculty	420	435	448	448	447	453	473	474	452	459	8.50%
Executive	28	32	34	37	37	37	35	33	33	35	20.00%
Clerical and Support	323	329	328	334	338	307	298	286	275	276	-17.03%
Admin	240	290	331	348	328	328	343	355	364	366	34.43%
Part Time	17	15	9	14	13	8	9	10	8	8	-112.50%
Auxiliary	50	52	52	52	47	41	42	42	42	42	-19.05%
Auxiliary-Part Time	1	1	1	1	-	-	-	-	-	-	0.00%
Restricted	63	65	54	53	63	66	80	84	71	71	11.27%
Restricted-Part Time	12	11	8	9	9	9	7	7	8	8	-50.00%
Total Staff	1,154	1,230	1,265	1,296	1,282	1,249	1,287	1,291	1,253	1,265	8.77%

Fiscal Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	% Change 2012-2021
Total FTE	9,586	9,762	9,890	9,439	9,125	9,019	8,750	8,724	8,683	8,392	-14.23%



	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	% Change 2012-2021
Total Staff	1,154	1,230	1,265	1,296	1,282	1,249	1,287	1,291	1,253	1,265	8.77%



E&G Fixed Cost

Fixed Cost:		
Utilities & Fuel	$	6,376,087
IT Maintenance Contracts	$	2,163,699
Banking Contract Services	$	97,700
Insurance	$	524,350
TBR Chargebacks	$	173,737
Annual Audit - State of TN	$	75,000
Allowance for Doubtful Accounts - AR	$	80,000
Scholarships	$	16,751,571
Fringe Benefits	$	36,656,647
Total Fixed Cost	**$**	**62,898,791**

Total Permanent Expenditures:	**$**	**165,663,443**

Fixed Cost as a percentage of total permanent Expenditures **37.97%**

Budget vs Spend EOY June 30, 2021
Natural Classification

Salaries	$	2,140,249
Fringe Benefits	$	2,855,117
Operating	$	12,223,829
Travel	$	534,494
Scholarships	$	1,218,619
	$	**18,972,308**

Tennessee Tech Budget Preparedness Plan

Advancement

FY 2021-22

This plan is due to the Budget Office in its entirety no later than Thursday, March 10th .

Budget Summary for FY22:		
Please keep in mind the information listed below is as of 09-29-21.		
Salaries		1,503,348
Travel		33,980
Operating		223,418
Scholarships		-
E&G Budget for Unit:	**$**	**1,760,746.00**

Tier 1: Submit Plan for a 4% Budget Reduction for FY22-23:	$	70,430
Tier 2: Submit Plan for additional 2% budget reduction due to possible enrollment decline for FY22-23:	$	35,215

Note: Benefit can be reduced by 7.65% of the salary budgeted of the permanent position being eliminated.

HR Information:	
Vacant Positions:	**Budget**
Upcoming Retirements:	**Budget**
Strategic Investment Pool Positions:	**Budget**

Tennessee Tech Budget Preparedness Plan

College of Arts and Sciences

FY 2021-22

This plan is due to the Budget Office in its entirety no later than Thursday, March 10th .

Budget Summary for FY22:		
Please keep in mind the information listed below is as of 09-29-21.		
Salaries		12,505,472
Travel		15,644
Operating		1,063,455
E&G Budget for Unit:	**$**	**13,584,571**

Tier 1: Submit Plan for a 4% Budget Reduction for FY22-23: 543,383

Tier 2: Submit Plan for additional 2% budget reduction due to possible enrollment decline for FY22-23: 271,691

Note: Benefit can be reduced by 7.65% of the salary budgeted of the permanent position being eliminated.

HR Information:

Please keep in mind the position information listed below is as of 09-29-21. Please review the positions in your area and monthly HR reports for updated information or contact the Budget Office for assistance.

Vacant Positions:	**Budget**
101260 - Biology - Assistant Professor	$60,000
101270 - Earth Sciences - Academic Support Associate 1	$22,307
104370 - English - Professor	$76,559
104400 - Sociology and Political Science - Instructor	$36,500
107260 - Mathematics - Assistant Professor	$62,325
101020 - Biology - Professor	$87,728
107170 - Mathematics - Chairperson	$90,722

Upcoming Retirements:	**Budget**
105080 - Foreign Languages - Senior Instructor	$32,010
108100 - Physics - Professor	$93,662

Strategic Investment Pool Positions: **Budget**

None at this time