

**Tennessee State University
Board of Trustees**



**Finance and Budget
Committee Report**

TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
FINANCE AND BUDGET COMMITTEE MEETING AGENDA

Thursday, November 17, 2022
11:00 a.m. CST

Tennessee State University
Main Campus – Hankal Hall
3500 John A. Merritt Blvd.
Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the September 15, 2022, Finance and Budget Committee Meeting Minutes
- IV. Approval of Fiscal Year 2023 Institutional Revised Budget
- V. Capital Planning and Facilities Update
- VI. Housing Special Committee Report
- VII. Approval of Bank Reconciliation Policy
- VIII. Update on CARES Act Funding
- IX. Finance and Budget Report
- X. Update on Enrollment, Recruitment and Retention
- XI. Report on Institutional Development
- XII. Adjournment

**Tennessee State University
Board of Trustees**



**Approval of the
September 15, 2022,
Finance and Budget
Committee
Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: November 17, 2022

ITEM: Approval of the September 15, 2022, Finance and Budget Committee Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Richard Lewis

The document reflecting the minutes from the September 15, 2022, Finance and Budget Committee meeting is included in the November 17, 2022, Board materials.

MOTION: To approve the minutes from the Board of Trustees' September 15, 2022, Finance and Budget Committee meeting, as contained in the Board materials for the Board's November 17, 2022, meeting.

**Tennessee State University Board of Trustees
Finance and Budget Committee Meeting
September 15, 2022
Tennessee State University, Electronic**

MINUTES

Committee Members Present: Trustees Richard Lewis, Steve Corbeil, and Andre Johnson.

Other Board Members Present: Trustees Deborah Cole, Pam Martin, Bill Johnson, Van Pinnock, Obie McKenzie, Joseph Walker, III, and Shaun Wimberly, Jr.

University Staff Present: President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; Dr. Robbie Melton, Interim Provost and Vice President for Academic Affairs; Douglas Allen, Vice President for Finance and Budget; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Associate Vice President of Student Affairs; Dr. Quincy Quick, Interim Associate Vice President of Research & Sponsored Programs; Terrence Izzard, Associate Vice President of Enrollment Management; Adrian Davis, Director of Internal Audit; and Dr. Arlene Nicholas-Phillips, Liaison to the Board of Trustees.

I. CALL TO ORDER

Trustee Lewis called the meeting to order at 12:07 p.m. CDT on September 15, 2022. Trustee Lewis moved to make certain findings on the record regarding the necessity for conducting the meeting electronically without a physical quorum present due to the coronavirus pandemic. There is important action to be conducted by the Finance and Budget Committee. Participation by electronic means is necessitated by the COVID-19 pandemic and accompanying guidance from the Center for Disease Control to enforce social distancing guidelines, including limiting face-to-face contact whenever possible. Electronic participation for the Committee meeting is necessary for the safety of Board members, staff, and guests. Trustee Corbeil seconded and the motion carried unanimously by roll call vote.

II. ROLL CALL/DECLARATION OF A QUORUM

Board Secretary Pendleton called roll at the Committee chair's request. Present at the time of roll call: Trustees Richard Lewis and Steve Corbeil. A quorum was established.

III. APPROVAL OF THE JUNE 16, 2022, FINANCE AND BUDGET COMMITTEE MEETING MINUTES

Trustee Lewis moved to recommend to the full Board the approval of the minutes from the June 16, 2022, Finance and Budget Committee meeting, as contained in the September 15, 2022, Board materials. Trustee Corbeil seconded the motion, which carried by roll call vote by Trustees Lewis and Corbeil.

IV. UNIVERSITY BUDGET UPDATE

Chair Lewis presented the University Budget Update as the next item on the agenda. President Glover asked VP Allen to provide this update.

VP Allen referred the Committee to page 60 of the Board documents and discussed the University's revenues and expenditures and FY 2021 surplus. VP Allen went on to discuss the FY 2023 University budget, its calculation, and revenue to date. VP Allen then reviewed the budgeted expenses related to overflow student housing including housing, food, and contract security and its net impact on the University's financial statement.

Trustees Corbeil, Andre Johnson, and Lewis asked questions to clarify the impact of tuition and fee revenue on the University's budget and mandatory transfers. VP Allen provided clarification and noted that an updated budget will be provided to the Board in November.

Trustee Bill Johnson asked a question about tuition losses due to zero-cost tuition for online students. VP Allen responded that it was a greater financial benefit to give up tuition than to pay the additional expenses of housing those students in a hotel. Trustee Bill Johnson asked for those numbers to be included in the November Board materials.

Trustee Andre Johnson asked about fixed costs vs. variable costs related to additional students and VP Allen replied that SACSCOC requires additional instructors to be hired along with student body growth and commented on the University's efforts to ensure that academic departments across the University are self-sustaining.

Trustee Bill Johnson asked if the University is losing money to house students in hotels and VP Allen confirmed that the housing revenue from the hotels does not meet the housing revenue received from the students placed in overflow housing.

Trustee Lewis thank VP Allen and Dr. Glover for the report.

V. CONSTRUCTION AND FACILITIES UPDATE

Chair Lewis then presented the Construction and Facilities Update as the next item on the agenda. This is an informational item and no vote is required. President Glover asked VP Allen to provide this update.

VP Allen directed the Committee to page 65 of the Board materials and discussed a five-year plan which has been proposed to State legislators. He also reminded the Committee that the funds received from the State for facilities is not cash, but rather are funds directed for specific uses. The State understands the University's need for additional residence halls and all parties are working to fast track the approval of additional campus housing.

Trustee Cole requested an update on deferred maintenance. VP Allen provided a summary of funds set aside for deferred maintenance as well as potential funds from the State specifically for deferred maintenance and noted that the University was able to use some University funds toward other expenses due to the State's contribution for deferred maintenance.

Trustee Lewis asked whether the University is still under the Tennessee Board of Regents and Secretary Pendleton clarified that the University has not severed from the TBR related to construction management. Trustee Lewis then asked if severing would require additional staffing and Secretary confirmed that VP Allen is working on that matter. VP Allen noted that adding the additional staff would provide economies of scale.

Trustee Cole asked if there is a way of obtaining additional deferred maintenance funds and Dr. Glover stated that it was unlikely that the University will receive funds in addition to the funds already discussed.

Trustee Andre Johnson asked about the insurance claims related to the tornado damage. VP Allen referred the Committee to the Board materials which provides current financial information on the repairs. He also noted that shortages on equipment and materials is slowing progress of tornado repairs and rebuilding.

Trustee Lewis reminded the Committee and the University that it is important to have good relationships with State officials and thanked Dr. Glover for her teams' presentation.

VI. REPORT ON CARES ACT FUNDING

Chair Lewis introduced the CARES Act Funding agenda item and asked President Glover or her designee to provide pertinent information related to this agenda item. This is an informational item and so no vote is required.

President Glover asked VP Allen to report on this item. VP Allen reviewed the receipts and expenditures of CARES Act funding. Remaining funds will be dispersed to the students.

VII. FINANCE AND BUDGET REPORT

Chair Lewis introduced the Finance and Budget Report agenda item. Chair Lewis asked President Glover or her designee to provide pertinent information related to this agenda item.

Dr. Glover asked VP Allen to report on this agenda item. VP Allen thanked the Cabinet members on their efforts to address the needs of faculty, students, and staff as well as his own team.

Trustee Bill Johnson thanked VP Allen for his transparency. Trustee Lewis thanked VP Allen and Dr. Glover for their presentation.

VIII. UPDATE ON ENROLLMENT

Chair Lewis moved on to the Update on Enrollment agenda item and asked Dr. Glover to provide pertinent information related to this agenda item.

Dr. Glover called upon Terrence Izzard to provide the update. Mr. Izzard reported the increase in enrollment for fall 2022 and expressed his appreciation for the leadership of Dr. Glover and the Cabinet members. Mr. Izzard then reported on the University's enrollment growth and strategic plan for future growth. He described factors that created the growth such as a new CRM, hiring a new team of enrollment specialists, a new Office of Parent and Family Services, an enrollment probability system, automation of application and decision process, a massive digital marketing campaign to target prospective students, a new social media expert staff member, and continuing to use the Common Black College Application.

Mr. Izzard went on to update the Board on the University's updated retention plan which is still under review and stated that a detailed report will be provided at the November Board meeting.

Trustee Bill Johnson asked whether the November retention plan information can include retention or persistence numbers by class. He also requested information on incoming freshman GPAs and ACT scores. Finally, Trustee Bill Johnson compared several years of past enrollment tables and found that the historical numbers don't appear to match for the same time periods. Mr. Izzard clarified that the numbers are application data rather than enrolled students. Dr. Bill Johnson had additional questions regarding the Board materials tables which he and Mr. Izzard agreed to discuss offline.

Trustee McKenzie congratulated Mr. Izzard on his progressive approach to enrollment growth and pointed out that the quality of students has increased along with enrollment. He called upon the University to promote that information to the public.

Trustee Corbeil observed that a large driver of low retention is students who can't afford to come back to school and noted that there is a lot of money going toward student debt reduction at this time that can potentially help TSU students.

Trustee Lewis thanked Trustees Corbeil, McKenzie and B. Johnson for their feedback, and then noted that Mr. Izzard's success at TSU is attributable to having the resources that he needs to grow the enrollment.

IX. ADJOURNMENT

Trustee Lewis asked if there was any additional business. Seeing none, he made a motion to adjourn. Trustees Corbeil and Andre Johnson moved to adjourn. Secretary Pendleton called roll and the Committee members voted unanimously in favor of adjournment. The meeting was adjourned at 1:15 p.m. CDT.

**Tennessee State University
Board of Trustees**



**Approval of
Fiscal Year 2023
Institutional Revised
Budget**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: November 17, 2022

ITEM: Approval of Fiscal Year 2023 Institutional Revised Budget

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Richard Lewis

Background Information:

TSU Policy 4:01:00:00 (*Budget Control*) recognizes budgeting as the process whereby the plans of the University are translated into an itemized, authorized, and systematic plan of operation, expressed in dollars, for a given period. This policy also recognizes that a budget is a plan and that circumstances may necessitate revisions or changes to the original plan from time to time. To that end, the University submits three detailed budgets for approval each fiscal year.

Under Board policy, the original budget for each fiscal year is known as the *Proposed Budget* and is prepared in the spring of each year. This budget is based on the level of state funds recommended in the Governor's proposed budget as well as early estimates of factors such as enrollment growth, research activities, and availability of federal funds. The *Proposed Budget* is normally submitted to the Board for approval at the Summer Board meeting. The *Revised Budget* is prepared in the fall of each year and is normally submitted to the Board for approval at the Winter Board meeting.

The final budget submitted for each fiscal year is the *Estimated Budget*. It includes final adjustments to the current year budget and is the budget against which final year-end actual amounts are compared. It is prepared, submitted, and considered by the Board at the same time as the *Proposed Budget* for the upcoming fiscal year.

The purpose of this agenda item is to consider approval of the Institutional Revised Budget for Fiscal Year 2022-23.

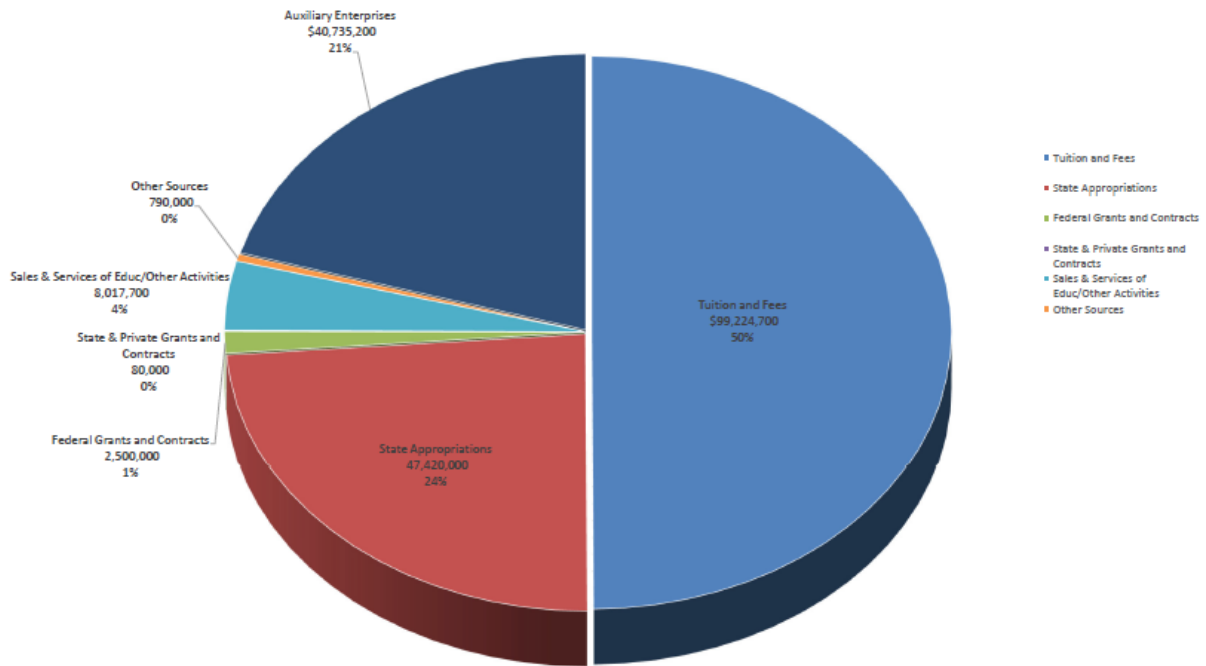
MOTION: To approve the Fiscal Year 2023 Institutional Revised Budget, as contained in the Board materials for the Board's November 17, 2022, meeting.

**TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED FUNDS
EXPENDITURES AND TRANSFERS
OCTOBER BUDGET 2022-23**

<u>Expenditures and Transfers</u>	<u>October Budget 2022-23</u>
<i>Education and General</i>	
Instruction	\$ 69,749,600
Research	2,606,200
Public Service	2,122,900
Academic Support	11,276,700
Student Services	23,747,900
Institutional Support	23,777,500
Operation & Maintenance of Plant	19,170,200
Scholarships & Fellowships	28,349,000
Total E&G Expenditures	<u>\$ 180,800,000</u>
Mandatory Transfers - Principal & Interest	\$ 2,292,900
Non-Mandatory Transfers - Renewal and Replacement	150,000
Non-Mandatory Transfers - Unexpended Plant	(15,570,900)
Total E&G Expenditures and Transfers	<u>\$ 167,672,000</u>
<i>Auxiliary Enterprises</i>	
Auxiliary Enterprises Expenditures	\$ 43,180,800
Mandatory Transfers - Principal & Interest	1,316,800
Non-Mandatory Transfers - Renewal and Replacement	1,525,600
Non-Mandatory Transfers - Unexpended Plant	(5,288,000)
Total Auxiliary Enterprises Expenditures and Transfers	<u>\$ 40,735,200</u>
Grand Total Unrestricted Expenditures And Transfers	<u>\$ 208,407,200</u>

TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED FUNDS
OCTOBER BUDGET 2022-23

<u>Revenues</u>	<u>FY 2022-23</u> <u>OCTOBER</u>	
Education and General		
Tuition and Fees	\$ 99,224,700	49.9%
State Appropriations	47,420,000	23.9%
Federal Grants and Contracts	2,500,000	1.3%
State & Private Grants and Contracts	80,000	0.04%
Sales & Services of Educ/Other Activities	8,017,700	4.0%
Other Sources	790,000	0.4%
Total Education and General	\$ 158,032,400	
Sales and Services of Aux Enterprises		
Auxiliary Enterprises	\$ 40,735,200	20.5%
Total Revenues	\$ 198,767,600	100.0%



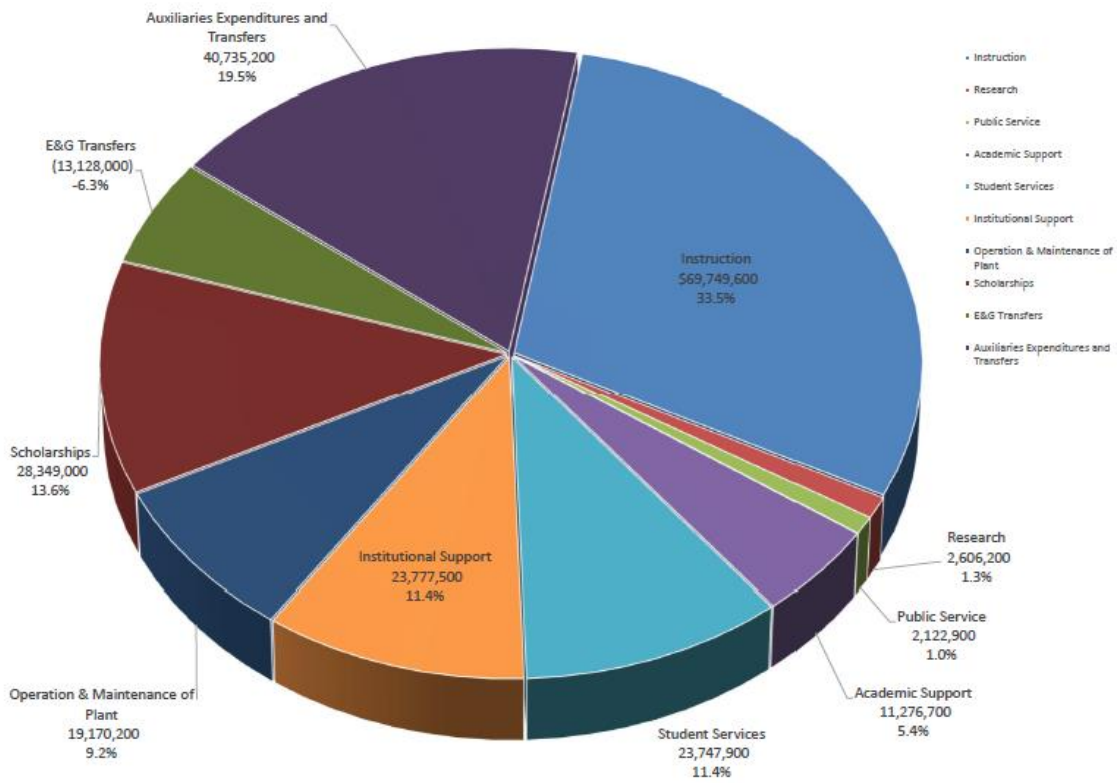
TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

Expenditures and Transfers

Education & General
 Instruction
 Research
 Public Service
 Academic Support
 Student Services
 Institutional Support
 Operation & Maintenance of Plant
 Scholarships
 E&G Transfers
 Auxiliaries Expenditures and Transfers
Total Expenditures and Transfers

OCTOBER REVISED
2022-23

\$	69,749,600	33.5%
	2,606,200	1.3%
	2,122,900	1.0%
	11,276,700	5.4%
	23,747,900	11.4%
	23,777,500	11.4%
	19,170,200	9.2%
	28,349,000	13.6%
	(13,128,000)	-6.3%
	40,735,200	19.5%
\$	208,407,200	100.0%

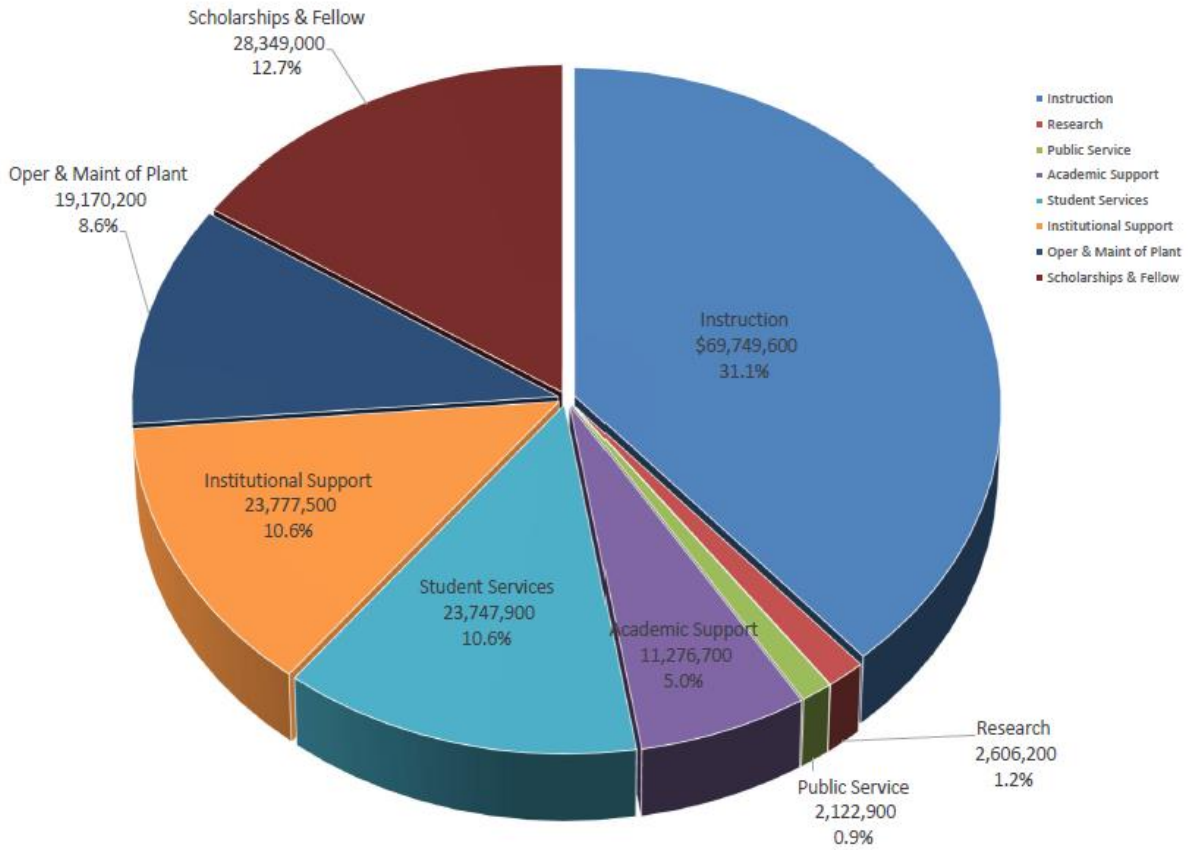


TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
REVENUES
OCTOBER BUDGET 2022-23

	<u>October Budget 2022-23</u>
Unrestricted Beginning Fund Balances	\$ 17,113,400
 <u>Revenues</u>	
<i>Education and General</i>	
Tuition and Fees	\$ 99,224,700
State Appropriations	47,420,000
Federal Grants and Contracts	2,500,000
State & Private Grants and Contracts	80,000
Sales & Services of Educ/Other Activities	8,017,700
Other Sources	790,000
Total Education and General	<u>\$ 158,032,400</u>
 <i>Auxiliaries</i>	
Total Sales/Services of Auxiliary Services	<u>\$ 40,735,200</u>
 Grand Total Revenues	 <u><u>\$ 198,767,600</u></u>

**TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
EXPENDITURES
OCTOBER BUDGET 2022-23**

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	Total E & G
UNRESTRICTED EXPENDITURES								
EDUCATION AND GENERAL								
Instruction	\$ 41,869,800	\$ 1,813,300	\$ 14,501,600	\$ 704,300	\$ 10,828,100	\$ 32,500	\$ 69,749,600	31.1%
Research	1,180,400	34,000	350,700	18,500	962,800	59,800	2,606,200	1.2%
Public Service	1,475,500	89,800	503,500	18,200	35,900	-	2,122,900	0.9%
Academic Support	5,430,400	1,199,800	2,195,100	25,400	2,170,000	256,000	11,276,700	5.0%
Student Services	10,736,400	1,793,300	4,042,000	2,288,300	4,887,900	-	23,747,900	10.6%
Institutional Support	9,730,000	1,711,300	4,044,300	220,600	8,071,300	-	23,777,500	10.6%
Oper & Maint of Plant	2,395,900	4,329,800	2,162,000	26,600	9,784,600	471,300	19,170,200	8.6%
Scholarships & Fellow	-	-	-	-	28,349,000	-	28,349,000	12.7%
Total Educational and General	\$ 72,818,400	\$ 10,971,300	\$ 27,799,200	\$ 3,301,900	\$ 65,089,600	\$ 819,600	\$ 180,800,000	80.7%
Auxiliary Enterprises	\$ 1,998,600	\$ 2,430,900	\$ 1,298,000	\$ 106,900	\$ 36,892,900	\$ 453,500	\$ 43,180,800	19.3%
Total Unrestricted	\$ 74,817,000	\$ 13,402,200	\$ 29,097,200	\$ 3,408,800	\$ 101,982,500	\$ 1,273,100	\$ 223,980,800	180.7%
	33.4%	6.0%	13.0%	1.5%	45.5%	0.6%	100.0%	

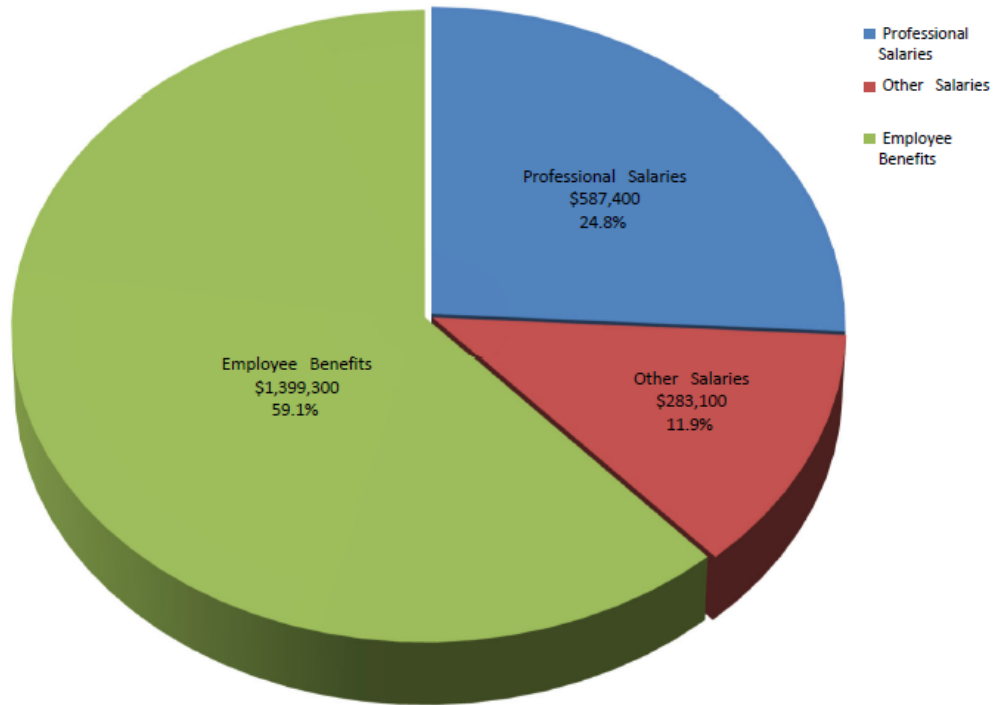


TSU MCMINNVILLE CENTER
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

	October Budget 2022-23
Allocation for Encumbrances	\$ 223,900
Allocation for Working Capital	-
Special Allocations	44,000
Unallocated Balance	895,700
Unrestricted Beginning Fund Balances	\$ 1,163,600
<i>Revenues</i>	
McMinnville Appropriations	\$ 1,547,800
Total Revenues	\$ 1,547,800
<i>Expenditures and Transfers</i>	
McMinnville Expenditures	\$ 2,369,400
Mandatory Transfers	-
Non-Mandatory Transfers	-
Total Expenditures and Transfers	\$ 2,369,400
Unrestricted Current Fund Balances at End of Period	
Allocation for Encumbrances	\$ 224,600
Allocation for Working Capital	40,000
Special Allocations	77,400
Unallocated Balance	-
Total Ending Fund Balances	\$ 342,000

TSU MCMINNVILLE CENTER
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

UNRESTRICTED EXPENDITURES TSU MCMINNVILLE CENTER	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total E & G
Research	\$ 587,400	\$ 79,600	\$ 283,100	\$ 20,000	\$ 1,399,300	\$ -	\$ 2,369,400	100%
Total McMinnville Expenditures	<u>\$ 587,400</u>	<u>\$ 79,600</u>	<u>\$ 283,100</u>	<u>\$ 20,000</u>	<u>\$ 1,399,300</u>	<u>\$ -</u>	<u>\$ 2,369,400</u>	
	24.8%	3.4%	11.9%	0.8%	59.1%	0.0%	100%	

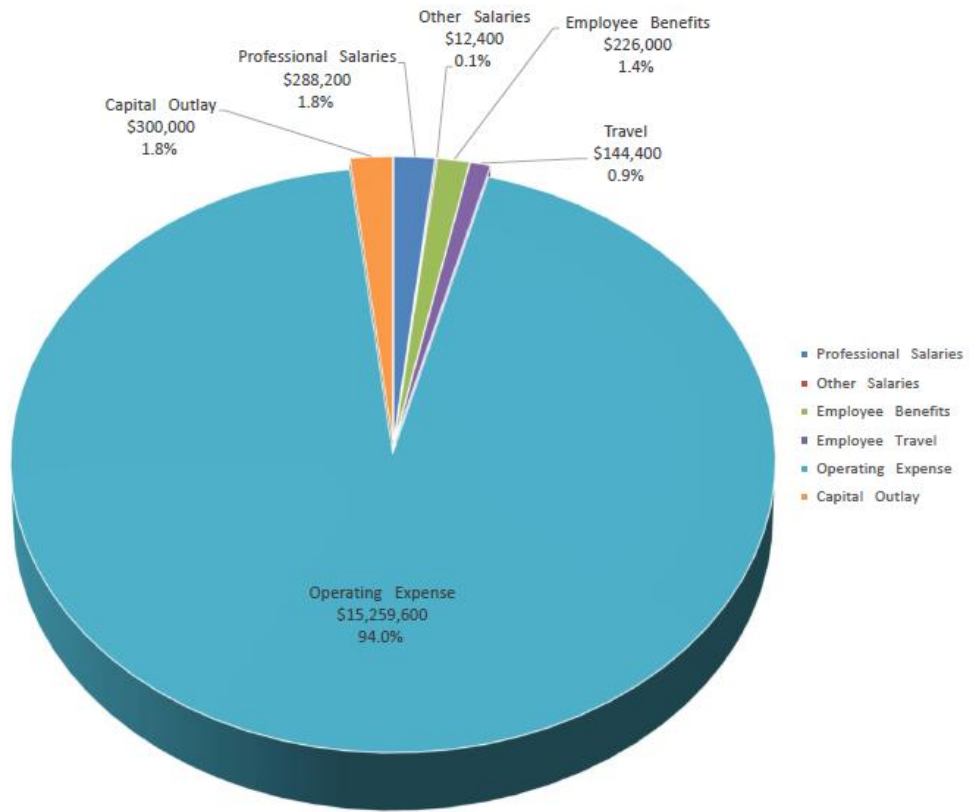


TSU AGRICULTURAL AND ENVIRONMENTAL RESEARCH
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

	October Budget 2022-23
Allocation for Encumbrances	\$ 218,200
Allocation for Working Capital	-
Special Allocations	145,700
Unallocated Balance	11,760,700
Unrestricted Beginning Fund Balances	\$ 12,124,600
 <u>Revenues</u>	
Agr and Envir Research Appropriations	\$ 4,966,600
Total Revenues	\$ 4,966,600
 <u>Expenditures and Transfers</u>	
Agr and Envir Research Expenditures Research	\$ 16,230,600
Mandatory Transfers	-
Non-Mandatory Transfers	-
Total Expenditures and Transfers	\$ 16,230,600
Allocation for Encumbrances	\$ 512,300
Allocation for Working Capital	100,000
Special Allocations	248,300
Unallocated Balance	-
Total Ending Fund Balances	\$ 860,600

TSU AGRICULTURAL AND ENVIRONMENTAL RESEARCH
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total E & G
UNRESTRICTED EXPENDITURES AGR & ENVIR RESEARCH								
Research	\$ 288,200	\$ 12,400	\$ 226,000	\$ 144,400	\$ 15,259,600	\$ 300,000	\$ 16,230,600	100%
Total Unrestricted	\$ 288,200	\$ 12,400	\$ 226,000	\$ 144,400	\$ 15,259,600	\$ 300,000	\$ 16,230,600	
	1.8%	0.1%	1.4%	0.9%	94.0%	1.8%	100%	

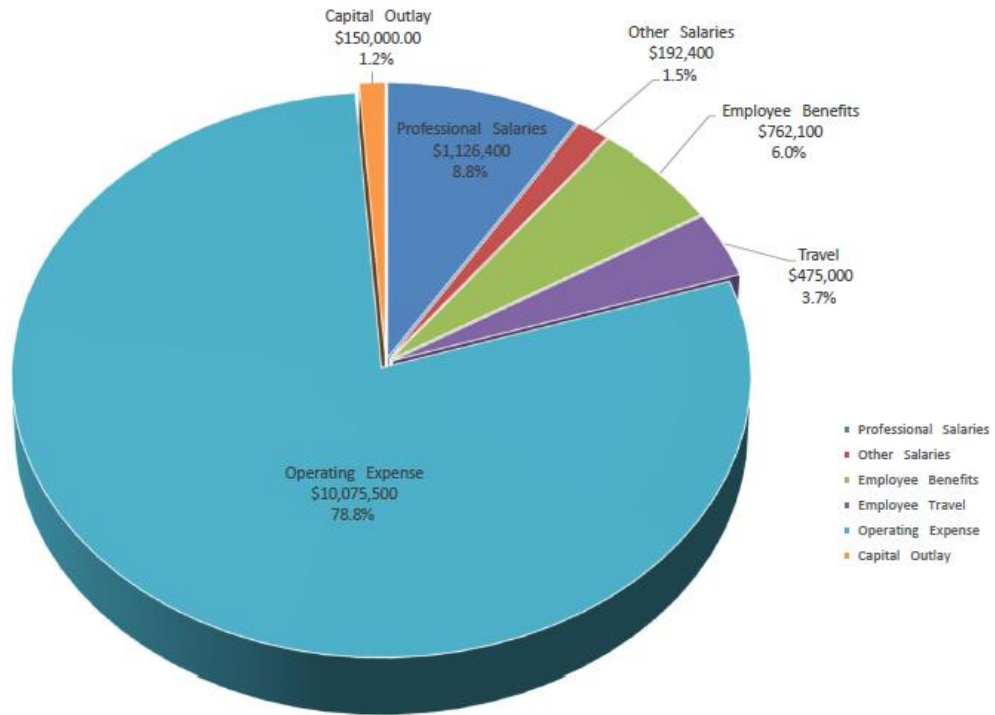


**TSU COOPERATIVE EXTENSION
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23**

	October Budget 2022-23
Allocation for Encumbrances	\$ 160,800
Allocation for Working Capital	-
Special Allocations	176,000
Unallocated Balance	7,374,000
Unrestricted Beginning Fund Balances	\$ 7,710,800
 <u>Revenues</u>	
Co-Op Extension State Appropriations	\$ 6,065,400
Total Revenues	\$ 6,065,400
 <u>Expenditures and Transfers</u>	
Co-Op Extension Expenditures	
Public Service	\$ 12,781,400
Mandatory Transfers	-
Non-Mandatory Transfers	-
Total Expenditures and Transfers	\$ 12,781,400
Allocation for Encumbrances	\$ 521,300
Allocation for Working Capital	170,200
Special Allocations	303,300
Unallocated Balance	-
Total Ending Fund Balances	\$ 994,800

**TSU COOPERATIVE EXTENSION
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23**

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total E & G
UNRESTRICTED EXPENDITURES CO-OP EXTENSION								
Public Service	\$ 1,126,400	\$ 192,400	\$ 762,100	\$ 475,000	\$ 10,075,500	\$ 150,000	\$ 12,781,400	100%
Total Unrestricted	\$ 1,126,400	\$ 192,400	\$ 762,100	\$ 475,000	\$ 10,075,500	\$ 150,000.00	\$ 12,781,400	
	8.8%	1.5%	6.0%	3.7%	78.8%	1.2%	100%	

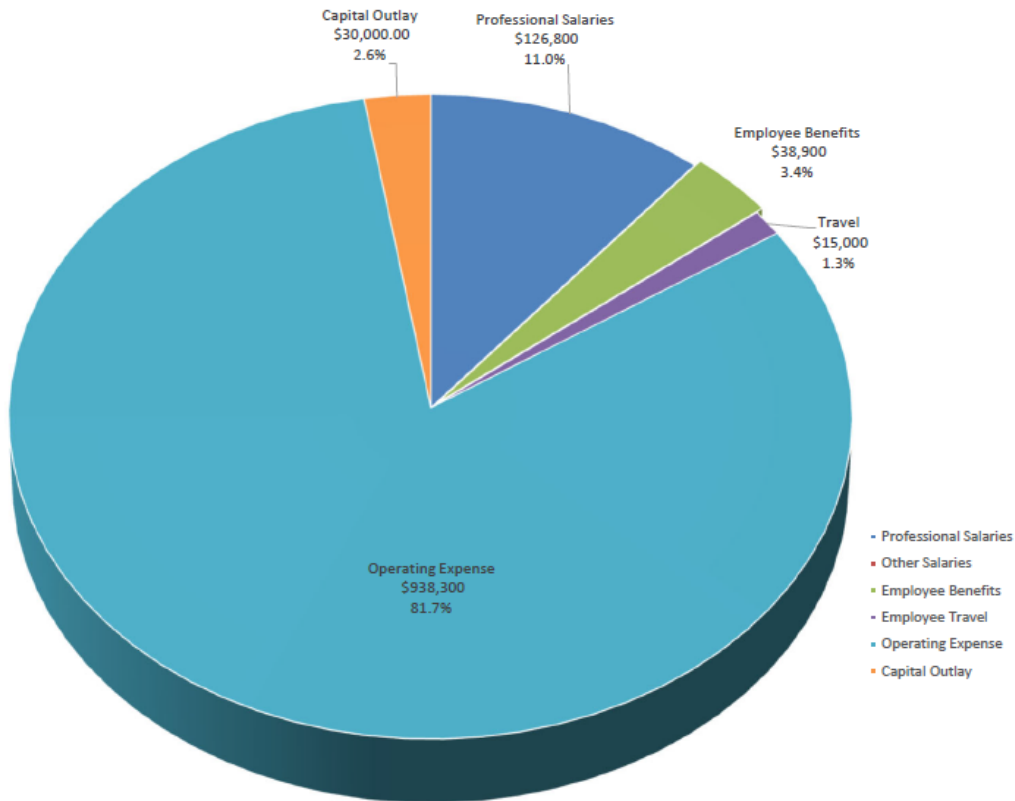


TSU FORESTRY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

	October Budget 2022-23
Allocation for Encumbrances	\$ 2,600
Special Allocations	6,200
Unallocated Balance	937,100
Unrestricted Beginning Fund Balances	\$ 945,900
 <u>Revenues</u>	
Forestry State Appropriations	\$ 213,800
Total Revenues	\$ 213,800
 <u>Expenditures and Transfers</u>	
Forestry Expenditures	
Research	\$ 1,149,000
Mandatory Transfers	-
Non-Mandatory Transfers	-
Total Expenditures and Transfers	\$ 1,149,000
 Unrestricted Current Fund Balances at End of Period	
Allocation for Encumbrances	
Special Allocations	\$ 10,700
Unallocated Balance	-
Total Unrestricted Current Fund Balances	\$ 10,700

TSU FORESTRY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
OCTOBER BUDGET 2022-23

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total
UNRESTRICTED EXPENDITURES FORESTRY								
Research	\$ 126,800	\$ -	\$ 38,900	\$ 15,000	\$ 938,300	\$ 30,000	\$ 1,149,000	100%
Total Unrestricted	\$ 126,800	\$ -	\$ 38,900	\$ 15,000	\$ 938,300	\$ 30,000.00	\$ 1,149,000	
	11.0%	0.0%	3.4%	1.3%	81.7%	2.6%	100%	



**Tennessee State University
Board of Trustees**



**Capital Planning
and Facilities
Update**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

DATE: November 17, 2022

ITEM: Capital Planning and Facilities Update

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or or designee will provide an update on matters related to construction and facilities at TSU.

TORNADO RECOVERY

Several projects are currently in the design or construction phase. TSU is working with TBR and the insurance adjuster to complete each project and make TSU whole from the tornado losses.

Temporary Greenhouses

Temporary Greenhouses are complete.

Greenhouses

Greenhouses 501 & 502 are substantially complete. Awaiting network connection for the deionization equipment to complete the building. Greenhouse 503 is underway with foundation in place.

Animal Shelter

Most animal shelters have been completed and are being used. The large shelters have some punch list items and adjustments to finalize the work.

Fence Repairs

Pasture fence installation is near completion but has been temporarily placed on hold due to animal research relocation and breeding. Other miscellaneous fence repairs are about 90% complete, while the decorative fence on Ed Temple Blvd has been installed, but contractor needs to complete punch list items.

Wetlands Cleanup

Hand cleanup of the wetlands has been completed. Cleanup using heavy equipment to start fall of 2022.

Ag Pavilion

Construction in progress, Metal roof is complete. Brick and precast in progress anticipated completion date is 2/9/2023

Ag Education Building

Construction in progress, Metal roof complete, Exterior brick in progress. Mechanical, Electrical and Plumbing in progress, anticipated completion date is 3/9/2023

General Services Building

Interior renovation work has been completed. Permanent roof repairs 90% complete. Anticipated completion date is 9/24/2022.

Other Farm Structures

Hoop Houses are in progress

No report at this time: Poultry Building. Hay Storage Building

ELECTRICAL LOOP REPAIRS (Electrical Master Plan)

We are currently working on phase 2 (installation of new switches and replacement fuses). This phase is 95% complete. Consulting engineers (ICT) and NES are working together to develop the necessary construction documents for the remaining 2 phases. Estimated time for completion of Phase 2 work is Feb. 2023. Phase 3 (Installation of South Loop) and Phase 4 (Installation of North Loop) is estimated to be completed by 2024. There is also a phase in the project that will install five (5) transformers and secondary lines at various buildings on campus. This project is estimated to be completed in 2023.

NEW RESIDENCE HALL

Project was completed on budget and on schedule. Contractor is continuing to work on punch list items. Aramark is continuing their construction work to open the food court and POD. Estimated time for completion is Nov. 2022.

NEW ENGINEERING BUILDING

The contract for Designer has been awarded. Kick-off meeting scheduled 11-project will begin phase of programming with University stakeholders within the coming weeks.

NEW FOOD SCIENCE BUILDING

This project was issued for bids in early spring, but the bid numbers were over our budget by roughly \$3 million dollars. The project scope was reduced, and the project was rebid, but even with substantial reductions, the rebid costs were still over \$2.5 million over our budget. It is believed that the cost overruns are the result of COVID-19's effects on the construction industry due to labor shortages, and approximately 45% cost increase of some building materials. The project has been temporarily put on hold awaiting better market conditions and additional funding.

MIGRATION PLAN AND CAMPUS MASTER PLAN UPDATE

Migration Plan is currently on hold until completion of Campus Master Plan update. The Master Plan update is scheduled to start after SBC approval in Oct. 2022. This update will include changes and other developments on campus such as Athletic Programs, Agriculture Programs (Main Campus, Cheatham County, and McMinnville), Avon Williams Campus, Campus Infrastructure, Campus Security, and updated Facility Condition Assessments. We have started our Housing Master Plan study that will identify goals and priorities for future campus housing, identify future building sites, and determine which buildings will be retained and renovated or removed. This study is expected to be completed by Nov 2022.

QUARTERLY DISCLOSURE REPORTS

TSU has no quarterly disclosure projects this quarter

CAPITAL DISCLOSURE REPORTS

TSU updated the capital disclosure project information for the New Residence Halls project. The project disclosure previously submitted was for 600 beds - \$102.5M. The recent updated project is for 1,000 beds - 157M. Currently, project is scheduled for the SBC meeting on Dec. 8, 2022

As a part of the State's Strategic Initiative project (\$250M), Designer has been selected for Davis and Boswell Halls (\$29.7M). Awaiting contract to be awarded to Designer.

CAMPUS BUILDING ENVELOPE AND STRUCTURE REPAIRS

Stabilization of the colonnade on the grand staircase and main sidewalk is complete. Sidewalk installation is complete. Waterproofing of the east side wall of Kean Hall is complete. Seed and straw installed; Installation of new storefront and curtain wall systems for areas in Floyd-Payne Campus Center is ongoing.

UPGRADES TO GENTRY CENTER – HPSS CLASSROOM AND LAB

Renovation of classroom suite into lab space for HPSS teachers and students. Construction of lab space is ongoing. Project was delayed due to supply chain issues.

PERIMETER ROAD – ED TEMPLE/CENTRAL RECEIVING IMPROVEMENTS

This project includes the widening of the access road near the intersection of Ed Temple Drive and Walter A. Davis Blvd. Widening of the road is complete and in-use. Gate has been installed. In process of installing fiber lines for gate controller. Controller will allow after hours access to warehouse via communication through the campus police department.

CAMPUS BEAUTIFICATION

The following painting projects have been completed across campus to include, painting the handrails in the interior part of campus. We have also pressure washed the following areas: Boswell, Boyd, Clement, Hale Hall, Watson Hall, Wilson Hall, the ROTC Airplane, Hale Stadium, and the wall at Avon Williams Building. Area near the wetlands has been trimmed back and multiple dead trees removed along with trimming and added flowers around campus.

TSU Facility Condition Report

Building Number	Building Name	Gross Sq. Ft.	Building Type	FCI-Classification	FCI-Rating
100	Davis Humanities	57,596	Academic	Critical	0.33
101	Jackson Industrial Tech	25,364	Academic	Critical	0.32
102	McCord Biology / IT	36,053	Academic	Poor	0.29
103	Clay Education	36,244	Academic	Critical	0.41
104	Research and Sponsored Programs	48,942	Research	Fair	0.07
105	Boswell Physics / Math (Combined Assessment)	32,418	Academic	Critical	0.42
106	Boswell Chemistry (Combined Assessment)	55,328	Academic	Critical	0.42
107	Crouch Hall	38,168	Academic	Divest	0.58
109	Holland Hall	42,642	Academic	Good	0.04
110	Torrence Engineering	49,328	Academic	Poor	0.22
112	Hale Residence Center	70,477	Auxiliary - Residence Life	Critical	0.45
113	Strange Music Bldg	33,406	Academic	Poor	0.18
114	Performing Arts Center (Combined Assessment)	42,279	Academic	Poor	0.18
116	Clement Allied Health	46,182	Academic	Poor	0.41
117	Brown-Daniel Library	81,291	Academic	Critical	0.43
118	Floyd-Payne Campus Center (Combined Assessment)	137,253	Administrative Services	Poor	0.11
119	Kean Hall Student Svcs (Combined Assessment)	94,970	Administrative Services	Poor	0.11
120	Boyd Residence Center	77,649	Auxiliary - Residence Life	Critical	0.5
121	Watson Residence Center	69,382	Auxiliary - Residence Life	Divest	0.52

CRV	DMC Syr	TSU Action Items/ Comments	MMC	(DMC+Action Cost)
\$19,488,385	\$6,474,642	Humanities: Controls repairs if repairing 200k HVAC VRF conversion if renovating.2M	\$2,200,000	\$8,674,642
\$10,190,994	\$3,281,538	Steam Room Repairs, DDC controls upgrade if repairing.	\$400,000	\$3,681,538
\$14,187,265	\$4,174,175	Steam Room repairs, DDC controls upgrade. 500K Roof Gutters 200K	\$700,000	\$4,874,175
\$14,169,749	\$5,831,598	Steam Room Repairs, DDC control upgrade, HVAC upgrades 2M Fire Alarm System Repairs 200K	\$2,200,000	\$8,031,598
\$27,954,170	\$2,000,286	HVAC Repairs and Controls upgrade 400K	\$400,000	\$2,400,286
\$37,463,021	\$15,654,355	Generator Upgrade. Boswell: Steam Room Repairs, HVAC heat coil replacement Controls Upgrade 500K New Elevator 250K Bathroom Upgrades 500K Roof 200K Interior/Exterior Painting 200K	\$1,650,000	\$17,304,355
		JLL Assessment Combined both buildings (Math & Chemistry)		\$0
\$18,254,259	\$10,577,740	HVAC upgrades, DDC control Upgrade 1.4M Roof (Ballast Roof want to go to EPDM) 500K	\$1,900,000	\$12,477,740
\$21,093,840	\$861,291	HVAC Mods, DDC Controls Upgrade 300K Fire Alarm Systems Repairs 200K	\$500,000	\$1,361,291
\$20,443,018	\$4,398,266	Capital Submission for New Building/Current Building needs patching. Torrence: Steam Repairs main steam. 300K	\$300,000	\$4,698,266
\$37,983,816	\$16,955,229	Hale: Steam room repairs 60K Future VRF Conversion 4M Interior Door Replacement 700K Window Replacement (Currently Single Pane) 500K Restroom Vent Upgrades 1M Generator 300K Fire Alarm Replacement 200K	\$6,760,000	\$23,715,229
\$31,105,167	\$5,728,662	HVAC Repairs and Controls upgrade 500K Generator (Emergency Backup) 300K PAC Roof needs to be replaced. Strange is currently being replaced. Both expired 2012	\$800,000	\$6,528,662
		Combined Assessment with Strange (113)PAC		\$0
\$5,018,215	\$2,060,696	Scheduled for Demo		\$2,060,696
\$26,762,803	\$11,623,802	Total Renovation (Submitted as a Capital Outlay in 2021) HVAC VRF conversion 2.2M Roof Drain Replacement 15K	\$2,215,000	\$13,838,802
		JLL Assessment Combined both buildings (118 and 119)		\$0
\$64,555,239	\$7,192,443	New Kitchen Elevator 250K Window Replacement on West, and South Side of building. Water Mitigation on Roof Auditorium Upgrades	\$333,000	\$7,525,443
\$49,229,505	\$24,493,760	Controls DDC 200K Future VRF 4M Roof Replacement 500K Generator 250K Fire Alarm 200K Bathroom upgrades 350K Restroom Vent Upgrades 1M	\$6,500,000	\$30,993,760
\$43,120,614	\$22,494,279	Watson: Controls DDC 200K Future VRF 4M Bathroom Upgrades 350K Generator 250K Restroom Vent Upgrades 1M Fire Alarm Replacement 200K	\$6,000,000	\$28,494,279

TSU Facility Condition Report

Building Number	Building Name	Gross Sq.Ft.	Building Type	FCI-Classification	FCI-Rating
122	Eppose Residence Center	60,320	Auxiliary - Residence Life	Critical	0.44
123	Rudolph Residence Center	102,960	Auxiliary - Residence Life	Poor	0.14
199	Storage Facility	2,508	Research	Critical	0.4
200	HM Love Success Center	47,273	Academic	Critical	0.34
201	Harned Biology	18,504	Academic	Poor	0.26
202	Goodwill Manor	4,738	Administrative Services	Poor	0.21
204	Hankal Hall	40,832	Administrative Services	Critical	0.33
206	Elliott Hall	56,702	Academic	Critical	0.36
207	Murray Power Plant	14,058	Maintenance/Services	Divest	0.62
208	Queen Washington	17,374	Administrative Services	Poor	0.29
209	Temple Track Storage	360	Auxiliary - Athletics	Critical	0.32
210	Temple Track Fieldhouse	1,422	Auxiliary - Athletics	Divest	0.66
211	Gentry Center PE / REC	202,343	Academic	Poor	0.19
212	Wilson Residence Center	119,139	Auxiliary - Residence Life	Poor	0.29
213	McWherter Administration	24,350	Administrative Services	Good	0.05
214	Practice / Events Bldg.	5,824	Auxiliary - Athletics	Critical	0.31
215	Softball / Track Facility	3,589	Auxiliary - Athletics	Divest	0.43
216	Wellness Center	10,557	Auxiliary - Athletics	Good	0.03
217	Outdoor Basketball Pavilion	18,600	Auxiliary - Athletics		
218	Tennis Fieldhouse	1,600	Auxiliary - Athletics	Divest	0.58
219	Indoor Practice Facility	60,761	Auxiliary - Athletics	Good	0.01
300	President's Residence	6,466	Auxiliary - Single Family Dwelling		

CRV	DMC 5yr	TSU Action Items/ Comments	MMC	(DMC+Action Cost)
\$37,270,086	\$16,478,855	Eppse: Controls DDC 200K Future VRF 4M Roof Replacement 500K Generator 250K Fire Alarm 200K Bathroom upgrades 200K Restroom Vent Upgrades 1M	\$6,350,000	\$22,828,855
\$51,497,695	\$7,302,321	Damper repairs, Duo temp repairs 100K New Elevator 250K Restroom Vent Upgrades 1M	\$1,350,000	\$8,652,321
\$1,055,197	\$420,754			\$420,754
\$29,594,330	\$9,979,656	Main Steam Room Replacement, HVAC upgrades if repairing 2M Fire Alarm System Replacement 250K Interior Wall Repair	\$2,250,000	\$12,229,656
\$8,212,978	\$2,172,408	Ceiling Tile 25K Interior Painting 45K	\$270,000	\$2,442,408
\$2,530,251	\$524,748	New Elevator 250K, Windows & Trim 100K DDC Controls 40K	\$390,000	\$914,748
\$22,801,537	\$7,537,587	Windows 150K Generator 250K	\$400,000	\$7,937,587
\$23,002,808	\$8,247,032	Total Renovation. HVAC Upgrade to VRF, and DDC upgrade 1.5M Roof Replacement 300K Plaster Repairs 25K Exterior Brick (Weep Holes)100K Fire Alarm System 200K	\$2,125,000	\$10,372,032
\$42,071,237	\$26,237,677	Tighten Security 200K Boiler Replacement within 5 to 10 years ? Chiller Replacement within 5 to 10 years ? Fire Alarm Systems Replacement 300K	\$500,000	\$26,737,677
\$7,960,889	\$2,316,083	HVAC, DC Controls, Ventilation 700K	\$700,000	\$3,016,083
\$147,360	\$46,984	Sink Hole, Railing needs replacement?		\$46,984
\$635,560	\$419,818			\$419,818
\$55,551,892	\$10,805,250	Renovation of Pool Area, (HVAC, Lighting, Controls, Generator) 1M Building HVAC and Ventilation 10M Accordion Doors at Gym area 500,000 Bathroom Upgrades 755 Exterior upper wall replacement 2.1M Roof replacement Track Resurfacing	\$13,600,000	\$24,405,250
\$49,553,495	\$14,232,055	Wilson: Controls DDC Pipe Insulation 350K Future VRF 5.5M Fire Alarm 200K Window Replacement 600K Generator 250K	\$6,900,000	\$21,132,055
\$13,061,145	\$588,660	Steam repairs, and Controls upgrade if repairing 400K HVAC VRF conversion if renovating 1.6 M	\$2,000,000	\$2,588,660
\$1,584,316	\$483,770			\$483,770
\$2,352,401	\$1,015,415	Power, New dugout	\$60,000	\$1,075,415
\$3,879,201	\$123,759	HVAC, 1M Roof, 350K JLL-No Assessment	\$1,350,000	\$1,473,759
\$1,313,254	\$758,264	Enclose Building 7M (Covington Project)	\$7,000,000	\$7,000,000
\$26,492,337	\$297,370			\$297,370
\$1,099,220		JLL-No Assessment		\$0

TSU Facility Condition Report

Building Number	Building Name	Gross Sq.Ft.	Building Type	FCI-Classification	FCI-Rating
301	Humphries Hall	71,259	Academic	DIVEST	0.58
302	Farrel-Westbrook Ag	46,220	Academic	DIVEST	0.56
303	CARP Building	9,400	Agriculture/Research	Poor	0.28
304	Lawson Agriculture	27,944	Agriculture/Research	Fair	0.1
305	Ag IT Center	4,265	Agriculture/Research	Good	0.03
306	Hale Stadium Rooms	11,800	Auxiliary - Athletics	Divest	0.99
307	Ag Biotechnology	25,302	Agriculture/Research	Good	0
308	Facilities Management	24,662	Maintenance/Services	Critical	0.34
400	General Services	17,651	Administrative Services	Critical	0.35
401	Read Hall	9,906	Administrative Services	Critical	0.49
403	Poultry Research	5,333	Agriculture/Research	Critical	0.45
404	Broiler House	7,722	Agriculture/Research		
405	Poultry House	8,778	Agriculture/Research	Critical	0.33
407	Warehouse / Receiving	4,336	Maintenance/Services	Critical	0.35
409	FM Sign Shop	900	Maintenance/Services		
410	FM Motor Pool / Recycling	16,378	Maintenance/Services	Poor	0.19
411	FM Waste Storage	360	Maintenance/Services	Good	0.03
412	Ford Apartments A	29,715	Auxiliary - Residence Life	Poor	0.12
413	Ford Apartments B	57,702	Auxiliary - Residence Life	Fair	0.1
414	Ford Apartments C	57,702	Auxiliary - Residence Life	Poor	0.11
415	Ford Apartments D	7,744	Auxiliary - Residence Life	Poor	0.15
416	New Apartments E	33,033	Auxiliary - Residence Life	Poor	0.17
417	New Apartments F	31,857	Auxiliary - Residence Life	Poor	0.11
418	New Apartments G	33,033	Auxiliary - Residence Life	Poor	0.16
419	New Apartments H	7,744	Auxiliary - Residence Life	Poor	0.26
500	Headhouse	1,960	Agriculture/Research	Critical	0.46
501	Greenhouse (501)	2,522	Agriculture/Research		
502	Greenhouse (502)	2,522	Agriculture/Research		
503	New Greenhouses	9,330	Agriculture/Research		

CRV	DMC Syr	TSU Action Items/ Comments	MMC	(DMC+Action Cost)
\$36,049,883	\$20,817,624	Migration Plan is investing money in this building. Deficiencies were observed including: The switchgear has exceeded the expected useful life. Equipment is obsolete and replacement parts may be expensive and difficult to acquire. HVAC VRF conversion Controls. 3M Windows. 755 Exterior walk way and stairs (ADA)755 2nd and 3rd Floor lab infrastructure	\$3,000,000	\$23,817,624
\$13,076,065	\$7,273,554	Migration Plan is investing money in this building. Deficiencies were observed including: The switchgear has exceeded the expected useful life. Equipment is obsolete and replacement parts may be expensive and difficult to acquire. HVAC VRF conversion Controls. 300K	\$300,000	\$7,573,554
\$4,497,609	\$1,253,157			\$1,253,157
\$10,918,230	\$1,043,587	HVAC Replacement VRF conversion 1.5M	\$1,500,000	\$2,543,587
\$2,669,502	\$82,910	HVAC Minor Repairs 5K	\$5,000	\$87,910
\$12,241,844	\$12,062,054	HVAC VRF conversion 1M	\$1,000,000	\$13,062,054
\$16,448,932	\$4,404			\$4,404
\$15,754,115	\$5,355,764	HVAC VRF conversion and controls 2M	\$2,000,000	\$7,355,764
\$8,581,038	\$3,046,151	General Services: HVAC VRF conversion, Controls 1.7M Window Replacement 135,000 Fire Alarm System Replacement 250K	\$2,085,000	\$5,131,151
\$6,114,771	\$3,008,304	Install VRF, Controls. 500K Elevator replacement 250K (Sports Bar)???	\$750,000	\$3,758,304
\$2,194,919	\$979,861	Units are at end of life.		\$979,861
		Tornado Replacement		\$0
\$2,088,597	\$692,050			\$692,050
\$2,249,653	\$787,124	HVAC unit repairs 50K JLL No Assessment	\$50,000	\$837,124
\$6,663,970	\$1,282,464	Natural Gas Heaters, Add vehicle exhaust system	\$300,000	\$1,582,464
\$157,832	\$4,059			\$4,059
\$15,208,495	\$1,854,615	Apartments Heat pumps 20K each (192 Units) 3,840,000 Fire Alarm System 300K Mechanical Room Drainage (200 APTS Units) 200K 18 Balconies @ 15K each 270K	\$4,610,000	\$6,464,615
\$22,164,636	\$2,200,255	32 Balconies @ 15K per each 480K	\$480,000	\$2,680,255
\$22,134,470	\$2,429,379	32 Balconies @ 15K per each 480K	\$480,000	\$2,909,379
\$4,756,669	\$707,857			\$707,857
\$12,108,314	\$2,059,101	16 Balconies @ 15K per each 240K	\$240,000	\$2,299,101
\$14,027,476	\$1,524,544	16 Balconies @ 15K per each 240K	\$240,000	\$1,764,544
\$13,784,847	\$2,150,937	16 Balconies @ 15K per each 240K	\$240,000	\$2,390,937
\$3,907,260	\$1,000,425	Exterior Wall Repair 50K	\$50,000	\$1,050,425
\$879,561	\$408,061			\$408,061
		Tornado Repair		\$0
		Tornado Repair		\$0
		Tornado Replacement		\$0

TSU Facility Condition Report

Building Number	Building Name	Gross Sq.Ft.	Building Type	FCI-Classification	FCI-Rating
504	Ag Education Bldg.	4,621	Agriculture/Research		
505	Grnhs Sprt	1,951	Agriculture/Research		
506	Pavilion	2,984	Agriculture/Research		
509	Organic Research Facility	2,687	Agriculture/Research		
510	Walking Horse Barn	5,747	Agriculture/Research		
511	Farm Ops Shed	2,850	Agriculture/Research	Poor	0.14
512	Pesticide Shed	1,008	Agriculture/Research	Good	0.04
521	Farm Storage Shed	620	Agriculture/Research	Good	0
532	Hay Storage Shed	3,555	Agriculture/Research		
540	Farm Lab Facility	750	Agriculture/Research	Divest	0.51
600	Avon Williams Campus	209,926	Academic	Good	0.03
610	Incubation Center	40,426	Auxiliary - Other	Poor	0.29
700	Storage Facility Cockrill Bend	7,800	Maintenance/Services	Good	0
83	Building/Structure Total Count	2,747,257			

\$1,122,712,982

\$329,623,381

\$99,283,000

\$428,906,381

CRV	DMC 5yr	TSU Action Items/ Comments	MMC	(DMC+Action Cost)
		Tornado Replacement		\$0
		JLL-No Assessment		\$0
		Tornado Replacement		\$0
		Tornado Replacement		\$0
\$721,367	\$104,515	Tornado: Replacement		\$104,515
\$678,140	\$24,600			\$24,600
\$47,150	\$0			\$0
		Tornado: Replacement		\$0
\$341,955	\$174,115			\$174,115
\$40,305,422	\$1,260,520	Parking Gate and Lot repair, Security ? AHU Drives 100K Cooling Tower Piping 3M Fire Alarm System Replacement 400K	\$3,500,000	\$4,760,520
\$7,847,256	\$2,240,162	Parking Gate and Lot repair, Security ? Roof Replacement 350K	\$350,000	\$2,590,162
\$1,405,755	\$0			\$0

Tennessee State University
Multi-Year Proposal

Project	Phase 1				Phase 2				Phase 3+		Total		Grand Total
	Fiscal Year 2023		Fiscal Year 2024		Fiscal Year 2025		Fiscal Year 2026		Fiscal Year 2027		State	TSU	
	State	TSU	State	TSU	State	TSU	State	TSU	State	TSU	State	TSU	
New Master Plan	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
New Housing Plan	-	200,000	-	-	-	-	-	-	-	-	-	200,000	200,000
Total	\$ 500,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ 700,000
Infrastructure and Maintenance													-
Infrastructure Planning & Construction	\$ 5,400,000	\$ -	\$ 31,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,400,000	\$ -	\$ 36,400,000
Maintenance, E&G Buildings	21,535,000	-	20,000,000	-	21,000,000	-	21,000,000	-	-	-	83,535,000	-	83,535,000
Humphries Hall*	40,000	-	-	-	-	-	-	-	-	-	40,000	-	40,000
Kean Hall*	5,020,000	-	-	-	-	-	-	-	-	-	5,020,000	-	5,020,000
Elliot Hall*	-	-	-	-	-	-	-	-	-	-	-	-	-
(Confirm Status per Master Plan)	374,000	-	-	-	-	-	-	-	-	-	374,000	-	374,000
McCord Hall*	365,000	-	-	-	-	-	-	-	-	-	365,000	-	365,000
Clay Hall*	1,266,000	-	-	-	-	-	-	-	-	-	1,266,000	-	1,266,000
Ford Complex D*	-	218,200	-	-	-	-	-	-	-	-	-	218,200	218,200
Ford Complex A*	-	215,000	-	-	-	-	-	-	-	-	-	215,000	215,000
Ford Complex B*	-	260,600	-	-	-	-	-	-	-	-	-	260,600	260,600
Ford Complex C*	-	175,000	-	-	-	-	-	-	-	-	-	175,000	175,000
New Residence Center E*	-	716,800	-	-	-	-	-	-	-	-	-	716,800	716,800
New Residence Center F*	-	185,200	-	-	-	-	-	-	-	-	-	185,200	185,200
New Residence Center G*	-	842,400	-	-	-	-	-	-	-	-	-	842,400	842,400
New Residence Center H*	-	359,200	-	-	-	-	-	-	-	-	-	359,200	359,200
Total	\$ 34,000,000	\$ 2,972,400	\$ 51,000,000	\$ -	\$ 21,000,000	\$ -	\$ 21,000,000	\$ -	\$ -	\$ -	\$ 127,000,000	\$ 2,972,400	\$ 129,972,400
Capital Outlay Planning													-
New Library	\$ 4,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,250,000	\$ -	\$ 4,250,000
Jackson Hall Renovation	1,250,000	-	-	-	-	-	-	-	-	-	1,250,000	-	1,250,000
Academic E&G Improvements, Renovation and/or New Construction confirmed by Master Plan	-	-	-	-	4,000,000	-	-	-	-	-	4,000,000	-	-
New Housing Planning, Demolitions Planning	-	3,500,000	-	-	-	-	-	5,000,000	-	3,250,000	-	11,750,000	11,750,000
Demolitions, Boyd (358 beds), Watson (316 beds), Epps (272 Beds), Wilson (540 beds)	-	3,500,000	-	-	-	1,500,000	-	-	-	3,000,000	-	8,000,000	8,000,000
Total	\$ 5,500,000	\$ 7,000,000	\$ -	\$ -	\$ 4,000,000	\$ 1,500,000	\$ -	\$ 5,000,000	\$ -	\$ 6,250,000	\$ 9,500,000	\$ 19,750,000	\$ 29,250,000
Construction													-
New Library	\$ -	\$ -	\$ -	\$ -	\$ 55,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,750,000	\$ -	\$ 55,750,000
Jackson Hall Renovation	-	-	-	-	11,250,000	-	-	-	-	-	11,250,000	-	11,250,000
Academic E&G Improvements, Renovation and/or New Construction confirmed by Master Plan	-	-	-	-	-	-	-	-	27,680,000	-	27,680,000	-	27,680,000
Center for Food and Animal Sciences (State/Grant/ARP)	18,320,000	-	-	-	-	-	-	-	-	-	18,320,000	-	18,320,000
New Housing	-	-	-	-	-	56,500,000	-	-	-	-	-	56,500,000	56,500,000
New Housing	-	-	-	-	-	-	-	-	-	93,800,000	-	93,800,000	93,800,000
Total	\$ 18,320,000	\$ -	\$ -	\$ -	\$ 67,000,000	\$ 56,500,000	\$ -	\$ -	\$ 27,680,000	\$ 93,800,000	\$ 113,000,000	\$ 150,300,000	\$ 263,300,000
Grand Total	\$ 58,320,000	\$ 10,172,400	\$ 51,000,000	\$ -	\$ 92,000,000	\$ 58,000,000	\$ 21,000,000	\$ 5,000,000	\$ 27,680,000	\$ 100,050,000	\$ 250,000,000	\$ 173,222,400	\$ 423,222,400

* Representative Love Listed Projects, assigned cost is Year 1
JLL/Prosrite

Tennessee State University

Board of Trustees



**Housing
Special Committee
Report**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

DATE: November 17, 2022

ITEM: Housing Special Committee Report

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or designee will report on matters related to this agenda item.

Tennessee State University
How TSU is Addressing the Current Housing Challenges
October 31, 2022

How TSU is Addressing the Current Housing Challenges

Overview of Tennessee State University

Tennessee State University is a comprehensive, urban, land-grant university founded in 1912 in Nashville, Tennessee. Through successive stages, TSU has developed from a normal school for Negroes in 1912 to its current status as an international university with students from 46 states and more than 50 countries. TSU is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) which was first obtained in 1946. The university has a Carnegie R2 Research Classification indicating that TSU has high research activity. With an enrollment of over 9,000 students, TSU prepares students for professional success by offering 40 bachelor degree programs, 25 masters, 8 doctorates and 14 professional certificates.

Mission Statement of Tennessee State University

Tennessee State University, through its legacy as an HBCU and land grant institution, transforms lives, prepares a diverse population of leaders, and contributes to economic and community development by providing affordable and accessible educational programs at various degree levels, promoting academic excellence through scholarly inquiry, teaching, research, lifelong learning, and public service.

Vision Statement of Tennessee State University

Tennessee State University aspires to be the premier public urban, comprehensive institution achieving prominence through innovation and instruction, research, creativity, and service with the dissemination of knowledge and information.

Objective of TSU Housing Department

The primary objective of the Department of TSU Housing and Residence Life is to be a premier residential environment that provides students a safe, comfortable, affordable, and engaging living and learning experience, while promoting student personal development and academic success. Another objective is to enhance communications and messaging to the students regarding housing, and resolve any housing matters internally.

The Status of TSU'S Housing

The status of TSU's housing environment is based on three key factors: 1) the current availability of housing on campus; 2) enrollment trends and projections; and 3) the Nashville area housing market.

Current Housing Availability at TSU					
<u>Residence Hall</u>	<u># of Beds</u>	<u>Yr Opened</u>	<u>Res Hall</u>	<u>Type</u>	<u>Room Rate</u>
Boyd	364	1951	M	Traditional	\$1,391-\$3,929
Wilson	550	1964	F	Traditional	\$1,391-\$3,929
Watson	318	1966	M	Traditional	\$1,391-\$3,929
Hale	320	1967	C	Suites	\$1,448-\$2,209
Eppse	274	1968	F	Dorm	\$1,391-\$3,929
Rudolph	420	1995	F	Suites	\$1,448-\$2,209
Ford Residence Center	450	1998	C	Apt	\$3,476
New Residence Center	284	2002	C	Apt	\$3,476
New Residence Hall	<u>700</u>	2022	C	Apt	\$4,562
Total	3,680				

Demand for on-campus housing

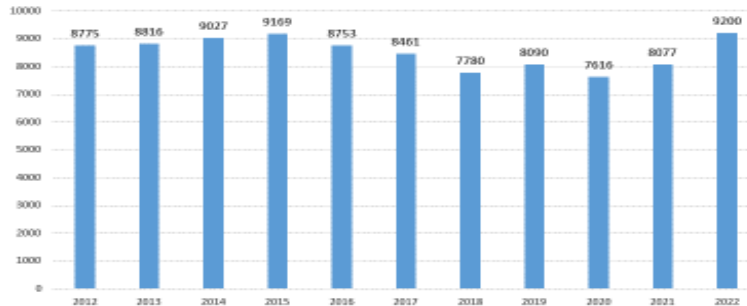
The current campus-on housing capacity is 3,680 beds. Typically, we would take housing applications for about 15% above the capacity. This takes into consideration the projection for students who either decided not to attend TSU or found off-campus housing options. The unprecedented number of housing applications for freshman students was unexpected, and overwhelmingly challenging for the TSU staff.

With the large number of applications for first-time students as well as the significant number returning upper class students, it became difficult to determine the number of actual students who would be attending TSU during the fall 2022 semester. We added students to the wait list in the hopes of being able to offer additional off campus housing options.

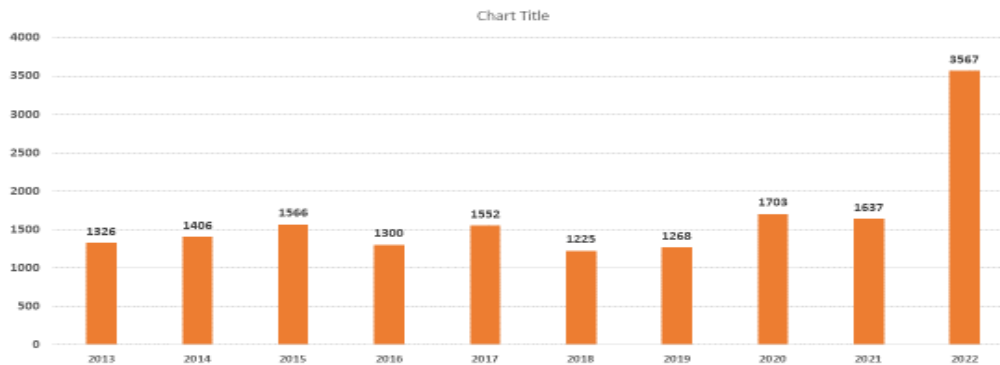
Enrollment

TSU's record enrollment is a key factor that has contributed to the significant increase in demand for housing. For the fall 2022 semester, TSU experienced the largest first-time freshman enrollment of 3,567 students, and the largest overall student enrollment in the school's history, topping 9,200 students.

Enrollment for Last Ten Years



Enrollment for First-Year Students



This significant increase in enrollment, coupled with the lack of available housing, support the high demand for on-campus housing. The current supply of 3,680 beds on campus and requests of nearly 5,000 beds demonstrate that the inventory of housing on campus does not support the current demand for housing. Without sufficient housing, TSU is forced with the choice of either telling students to return home and not continue or start their enrollment at TSU.

The 5-year average of first year students for 2017-2021 is around 1500 students (1,479). This year we had more than double that number at over 3500.

In addition, we had an unprecedented enrollment yield. Typically, 29% or 30% of students who are accepted to TSU actually enroll at TSU. For example, when a student is accepted at TSU, he or she is likely to also get accepted to other schools such as Fisk, MTSU, Memphis, and others. But this year, 41% of our students who were accepted to TSU, actually enrolled and attended TSU. The difference in yield – some 1,500 students – caused us to need more housing, and directly contributed to the housing challenge.

The Nashville Housing Market – the High Cost of Living

The Nashville housing market has also emerged as a critical factor in the significant increase in demand for University-supported housing. The high cost of living in Nashville has caused students who had lived off-campus in the past to seek to return to campus due to lack of affordability in the Nashville market. The housing rental market in the Nashville area has grown exponentially.

The literature shows that last year alone, the cost of rental property increased by approximately 30%. And property around TSU is being purchased by investors who offer properties for rent at prices that have become unaffordable. According to a report by the rental platform Zumper, the average apartment rent has significantly increased by 29% over the last year. It further suggests that individuals looking to move to Nashville should expect to pay no less than \$1,790 a month for a one-bedroom apartment. Similarly, Costar, a leader in commercial real estate information on analytics, presented data that showed the average monthly apartment rental rates in Nashville jumped more than 10 percent in 2021, climbing to \$1,817 per month by December of 2021.

This brings us to the third critical factor. Unlike other public universities in Tennessee, private real estate developers have not developed private student housing adjacent to TSU. In fact, the development around TSU has rents that are well above the affordable housing rates that TSU has tried to maintain. This, coupled with the increased housing costs as well as the lack of affordable housing in Metro Davidson County, has forced students to return to on-campus housing as their only option.

As a result, many students, a large percentage of whom already come from economically disadvantaged backgrounds, can no longer afford to live off-campus in the Nashville area. It has been our experience that upper classmen prefer to live off-campus and seek to move to off-campus

housing. But our junior and senior students who prefer to live off-campus have sought to return to on-campus housing due to being priced out of Nashville.

This is compounded by the fact that there are several other universities and higher education institutions in the Nashville area. Thus, our students are competing with thousands of other students for any limited and available affordable housing. Furthermore, the traffic in Nashville has also become an impediment to living further away from campus.

Housing Challenges for Fall 2022

As stated, for Fall 2022, TSU experienced the largest first-time enrollment in the history of the university with 3,567 first-time students. A significant number of those students seek to reside on campus. The total students residing in on-campus housing for Fall 2022 (including hotels) is 4,801. This includes 907 students who reside in off-campus hotels.

All students who paid housing deposits by the deadline were placed in housing. Several students continued to seek housing after the deadline had passed and were placed on a “Housing Wait List.” These students did not pay housing deposits at the time they were placed on the Housing Wait List; they only paid deposits if TSU was able to provide housing for them. The Housing Wait List initially contained 500 students, and we were able to place all but 75 of them.

Preferred Housing Referral Program

The TSU Department of Housing is developing a list of preferred suggested locations for students throughout the city for students to consider. In this initiative, TSU identifies private off-campus housing options for students to pursue. Each off-campus property owner must meet a predetermined set of conditions to be listed in this preferred program. These properties will be made available to students seeking housing.

Housing Plan for Spring 2023

For Spring 2023, it is estimated that TSU will need 4,360 beds. Total available beds is determined to be 4,404 as shown below.

Beds Available for Spring 2023		
On-campus availability		3,680
House of God	150	
Supplemental beds	<u>158</u>	
Subtotal	3,988	
Hotels (2)	416	
Total beds available		4,404

Projected Need Spring 2023 (Based on 5 yr average)			
	Fall Occupancy	Spring Occupancy	% Returning for Housing in Spring
2017-2018	3098	2863	92.41%
2018-2019	3008	2635	87.60%
2019-2020	3063	2753	89.88%
2020-2021	1912	1626	85.04%
2021-2022	3258	2972	91.22%
Five year average			89.61%
a			

From the table above, approximately 90% of students return to housing for the spring semester. Using 90% as an indicator, TSU projects that 4,320 beds will be needed. The projected 84 bed overage allows for additional flexibility in student housing requests.

For the spring 2023 semester, the State Building Commission has approved the use of two hotels and an off-campus housing facility adjacent to campus. To facilitate the needs of the students, the housing portal will open in February 2023 which is one month earlier than in the past, for students to apply. The wait list also will close much earlier.

At this time, we believe the use of these off-campus housing facilities will meet this semester's demand and need for student housing, especially given the fact that several students will graduate in December of 2022, and around 10% of the students unfortunately may not return to school in January.

While we have in place a housing plan next semester, we recognize that this is not a sustainable or cost-effective approach to housing our students long term. We also recognize that student demand for housing is not likely to abate anytime in the future, as we project sustained enrollment growth.

Thus, we are taking several measures to address the housing demand issue, and to ensure that we do not encounter the same challenges as we did this fall.

Measures taken to address the issues associated with housing demand

Several measures have been implemented to address the issues associated with housing. First, we are modifying our housing related application and decision timeline to move up the housing deadlines. This should incentivize students to pursue on-campus housing earlier in the process.

Second, we are closing the housing wait list much earlier. This enables the university to plan earlier with respect to housing options. This approach may also encourage students to pursue their own housing sooner if they understand their housing status earlier, and if they completely understand that housing at TSU is full.

Third, we are improving communications between various departments at the university. These include Enrollment Management, Residence Life, Financial Aid, Facilities Management, and Academic Affairs. This will provide a more collaborative picture of students who have applied to TSU and made a commitment to attend TSU and request to live in campus housing.

Fourth, we are expanding and enhancing our housing referral program to identify more private off-campus housing options and help facilitate and support bringing students together with private housing options in the Nashville area.

Fifth, we are pursuing the acquisition of off-campus housing facilities near campus to expand our housing inventory more immediately.

Finally, we have been working with the State Building Commission to fast track the construction of two new residence halls, with an anticipated completion date of not later than fall of 2025.

Housing Plan for Fall 2023 and Spring 2024

Housing needs for Fall 2023 and Spring 2024 will be similar to our current needs, with both the hotel needs and preferred housing referral program. Housing needs again will likely include up to five hotels. This will be necessary to house the number of students projected based on enrollment growth. It is anticipated that 4,800 students will request housing for Fall 2023. We will seek permission from the State Building Commission to enter into leases with up to five hotels.

Housing Plan for Fall 2024 and Beyond

The future of housing at Tennessee State University is at a pivotal point in positioning the university for growth and sustainability for students seeking a higher education. Given the previously mentioned challenges pertaining to the cost to reside in the Nashville area, students seeking to attend TSU will be faced with numerous challenges to live in reasonable proximity to the only state-supported university in Nashville, Tennessee. To accommodate the State of Tennessee's various educational related goals, including educating a desired percentage of citizens by a designated date, a transformation of the campus housing at Tennessee State University is required.

Additionally, the current conditions of some of the existing resident halls are obsolete and substandard to students entering college today. TSU still has four of the seven residence halls that still have community showers (not including the apartments). This is unacceptable to today's student and severely hurts our recruitment efforts.

The university has completed its assessment of the older facilities and has been determined that replacing the older facilities is more cost effective than attempting to do major renovations in several of the residence halls.

TSU is currently working with the firm of Moody Nolan to prepare its Campus Master Plan. The data collected from this document support the need for additional housing to meet the current housing needs of students. These data support a 1,000 additional bed facility to meet the housing need. Moreover, the Housing Committee of the TSU Board of Trustees is assessing the university's future housing needs including, in addition to housing for undergraduate students,

housing for graduate students, family housing, and housing for TSU employees to meet the overall housing needs of our campus community.

It is our hope that the State Building Commission will soon approve the construction of the two new residence halls with a total capacity of 1,000 beds.

Tennessee State University

Board of Trustees



**Approval of Bank
Reconciliation Policy**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: November 17, 2022

ITEM: Approval of Bank Reconciliation Policy

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Richard Lewis

President Glover or her designee will discuss the updated revisions to the Bank Reconciliation Policy, including changing the time period for reconciling the bank accounts from sixty to thirty days.

MOTION: To approve the updated Bank Reconciliation Policy, as contained in the Board materials for the Board's November 17, 2022, meeting.

Previous Policy:

General Accounting

Reconciliation of the Bank Accounts (5.08.17)

PURPOSE

The purpose of this policy is to establish guidelines for reconciling the operating bank account.

POLICY

The reconciliation of the bank accounts will be prepared and completed within 60 days of the close of the month. The results will be reviewed and approved by the Assistant Director of General Accounting and Accounts Payable or the Associate Vice President for Business and Finance. Material errors or irregularities discovered in reconciling the bank account will be reported to the Assistant Director immediately and resolved in an appropriate manner.

REFERENCES:

None

Updated Policy:

General Accounting

Reconciliation of Bank Accounts (5.08.17)

PURPOSE

The purpose of this policy is to establish guidelines for reconciling the bank accounts.

POLICY

All bank accounts will be formally reconciled at least monthly and be subject to audit. The reconciliation should be performed timely, normally no more than 30 days after the month end. When the number of accounts and/or staffing issues prevent the timely completion of the reconciliations on a regular basis, an exception to allow longer time frame to complete reconciliations may be granted. The request for an exception must be in writing, include the justification and expiration date, and be approved by the Vice President for Business & Finance.

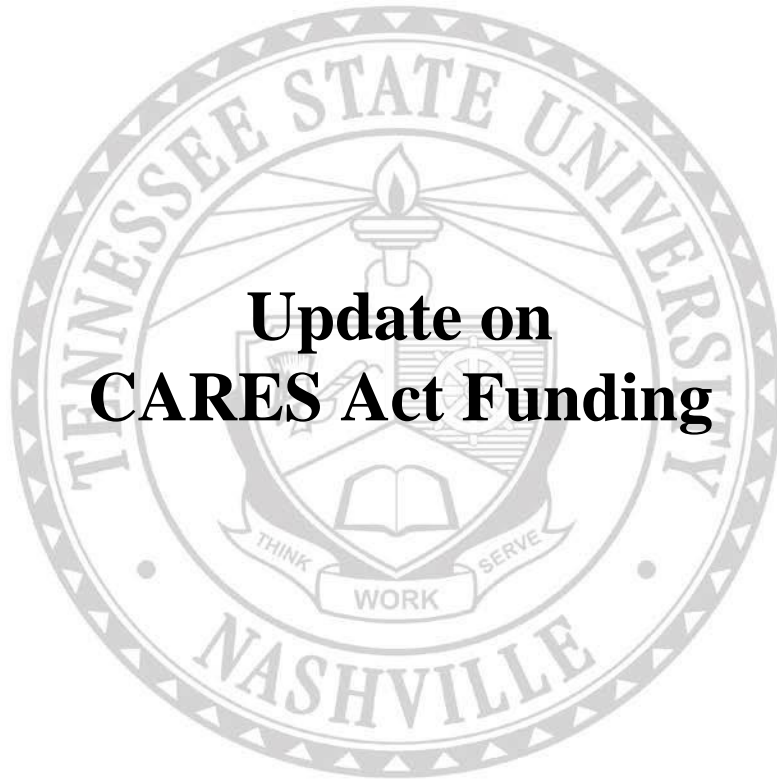
The bank reconciliations will be reviewed and approved by the Director of General Accounting & Financial Reporting and the Controller. Material errors or irregularities discovered in reconciling the bank account will be reported to the Vice President for Business & Finance immediately and resolved in an appropriate manner.

REFERENCES:

None

Tennessee State University

Board of Trustees



**Update on
CARES Act Funding**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

DATE: November 17, 2022

ITEM: Update on CARES Act Funding

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or designee will report on matters related to this agenda item.

TENNESSEE STATE UNIVERSITY
Higher Education Emergency Relief Funds
As of October 31, 2022

<u>Fund</u>	<u>Total Award</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>TOTAL</u>	<u>Available</u>	<u>Primary Expense</u>
228074	3,607,331.00	3,100,800.00	456,040.00	50,214.00	0.00	3,607,054.00	277.00	Direct Payments to Students
228080	3,607,331.00	0.00	3,605,970.00	1,361.00	0.00	3,607,331.00	0.00	Direct Payments to Students
228085	11,727,888.00	0.00	0.00	7,106,020.00	(4,680.00)	7,101,340.00	4,626,548.00	Direct Payments to Students
Total Student Portion	18,942,550.00	3,100,800.00	4,062,010.00	7,157,595.00	(4,680.00)	14,315,725.00	4,626,825.00	
226047	3,607,330.00	2,414,259.00	0.00	1,193,071.00	0.00	3,607,330.00	0.00	FY20 Revenue Loss and FY22 Student Debt Reli
226051	9,699,052.00	0.00	0.00	9,699,052.00	0.00	9,699,052.00	0.00	FY22 Student Debt Relief
228086	11,600,946.00	0.00	0.00	11,600,946.00	0.00	11,600,946.00	0.00	FY22 Student Debt Relief
Total Institution Portion	24,907,328.00	2,414,259.00	0.00	22,493,069.00	0.00	24,907,328.00	0.00	
226046		0.00	2,745,694.83	3,774.43	0.00	2,749,469.26		Equipment and Supplies
221399		0.00	2,080,927.45	(3,256.99)	(3,355.87)	2,074,314.59		Laptops/Technology Upgrades
228075		0.00	9,937,034.09	1,001,239.88	(5,680.00)	10,932,593.97		Scholarships
221397	16,236,433.00	0.00	436,347.80	34,671.51	0.00	471,019.31	9,035.87	Instructional Support
228081		0.00	1,937,695.93	16,333,094.35	504,852.50	18,775,642.78		Scholarships
226050	20,177,006.00	0.00	101,920.00	1,811,369.28	(160,766.26)	1,752,523.02	(351,159.80)	Equipment and Supplies/Student Debt Relief
228084	35,309,909.00	0.00	20,881,431.81	14,428,477.19	0.00	35,309,909.00	0.00	FY21 Revenue Loss and FY22 Student Debt Reli
Total HBCU Portion	71,723,348.00	0.00	38,121,051.91	33,609,369.65	335,050.37	72,065,471.93	(342,123.93)	
Cummulative Total	115,573,226.00	5,515,059.00	42,183,061.91	63,260,033.65	330,370.37	111,288,524.93	4,284,701.07	

Tennessee State University

Board of Trustees



**Finance and Budget
Report**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

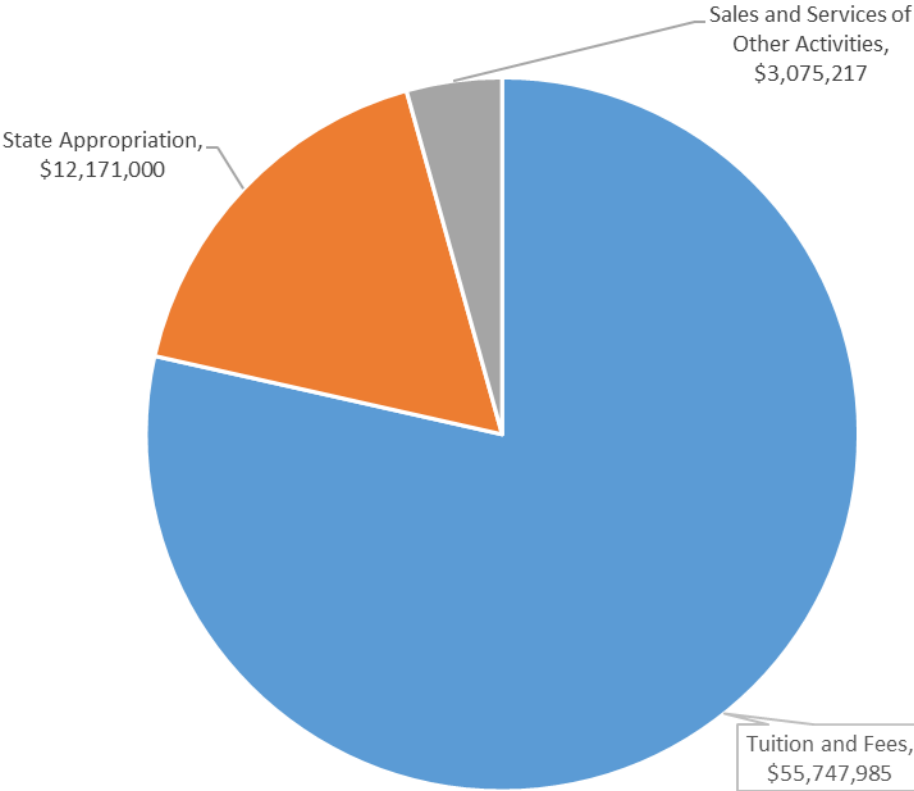
DATE: November 17, 2022
ITEM: Finance and Budget Report
RECOMMENDED ACTION: None
PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or designee will report on matters related to this agenda item.

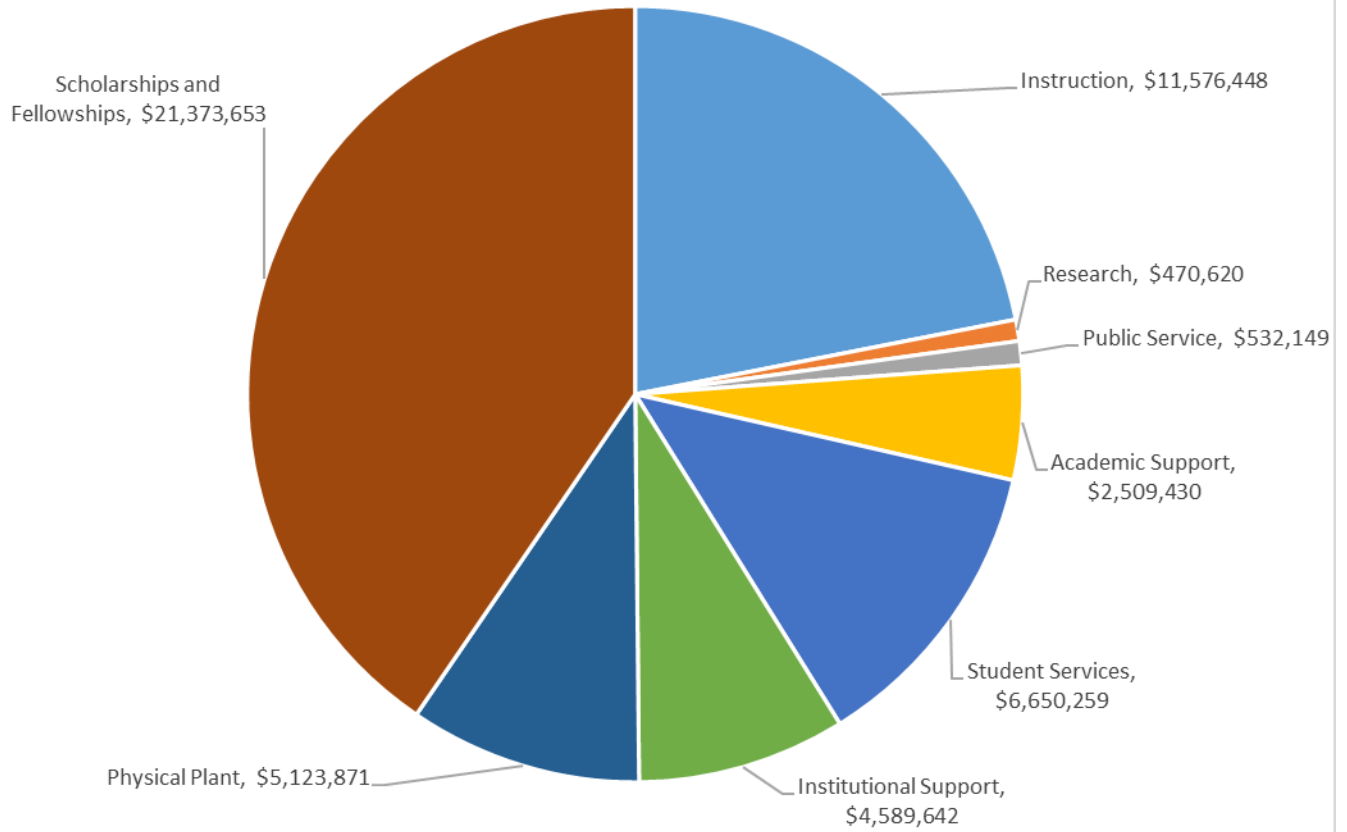
Tennessee State University
Statements of Revenues, Expenditures and Transfers - Budget and Actual
Fiscal Year to Date as of October 31, 2022

	2023				FY2022
	BUDGET	FYTD	VARIANCE	% VARIANCE	ACTUAL
REVENUES:					
Education and General					
Tuition and Fees	\$ 83,931,700	\$ 55,747,985	\$ 28,183,715	66.42%	\$ 80,977,943
State Appropriation	46,531,100	12,171,000	34,360,100	26.16%	45,082,810
Federal Grants and Contracts	2,500,000	-	2,500,000	0.00%	3,676,732
State Grants and Contracts	33,000	-	33,000	0.00%	5,286
Private Grants and Contracts	47,000	-	47,000	0.00%	57,279
Foundation Gifts	-	-	-	0.00%	-
Sales and Services of Educ Depts	64,300	-	64,300	0.00%	57,058
Sales and Services of Other Activities	7,352,600	3,075,217	4,277,383	41.82%	5,176,535
Other Sources	790,000	-	790,000	0.00%	(116,119)
Total Education and General	\$ 141,249,700	\$ 70,994,202	\$ 70,255,498	50.26%	\$ 134,917,524
Sales/Svs Aux Enterprises					
Aux Enterprises	\$ 35,302,000	\$ 22,707,302	\$ 12,594,698	64.32%	\$ 30,584,452
TOTAL REVENUES:	\$ 176,551,700	\$ 93,701,504	\$ 82,850,196	53.07%	\$ 165,501,976
EXPENDITURES:					
Education and General					
Instruction	\$ 63,947,600	\$ 11,576,448	\$ 52,371,152	18.10%	\$ 52,840,752
Research	2,477,100	470,620	2,006,480	19.00%	1,446,038
Public Service	2,091,700	532,149	1,559,551	25.44%	2,318,412
Academic Support	11,552,600	2,509,430	9,043,170	21.72%	9,150,320
Student Services	21,795,800	6,650,259	15,145,541	30.51%	19,778,944
Institutional Support	14,683,900	4,589,642	10,094,258	31.26%	13,608,454
Physical Plant	15,831,000	5,123,871	10,707,129	32.37%	16,088,464
Scholarships and Fellowships	6,387,500	21,373,653	(14,986,153)	334.62%	8,597,445
Total Education and General	\$ 138,767,200	\$ 52,826,072	\$ 85,941,128	38.07%	\$ 123,828,829
Sales/Svs Aux Enterprises					
Aux Enterprises Expenditures	\$ 26,080,300	\$ 17,767,444	\$ 8,312,856	68.13%	\$ 24,651,646
TOTAL EXPENDITURES:	\$ 164,847,500	\$ 70,593,517	\$ 94,253,983	42.82%	\$ 148,480,475
EXCESS (DEFICIENCY) OF					
OVER (UNDER) EXPENDITURES	\$ 11,704,200	\$ 23,107,987	\$ (11,403,787)	197.43%	\$ 17,021,501
TRANSFERS:					
Education and General					
Mandatory Transfers	\$ 2,364,900	\$ -	\$ 2,364,900	0.00%	\$ 2,352,188
Nonmandatory Transfers	150,000	-	150,000	0.00%	-
Total Education and General	2,514,900	-	2,514,900	0.00%	2,352,188
Aux Enterprises					
Mandatory Transfers	\$ 1,313,900	\$ (141,342)	\$ 1,455,242	-10.76%	\$ 1,342,645
Nonmandatory Transfers	7,907,800	-	7,907,800	0.00%	1,078,523
Total Auxiliary Enterprise	9,221,700	(141,342)	9,363,042	-1.53%	2,421,168
Total Transfers	\$ 11,736,600	\$ (141,342)	\$ 11,877,942	-1.20%	\$ 4,773,356
EXCESS (DEFICIENCY) OF					
OVER (UNDER) EXPENDITURES	\$ (32,400)	\$ 23,249,329	\$ (23,281,729)	-71757.19%	\$ 12,248,145

Revenues Fiscal Year-To-Date 2023

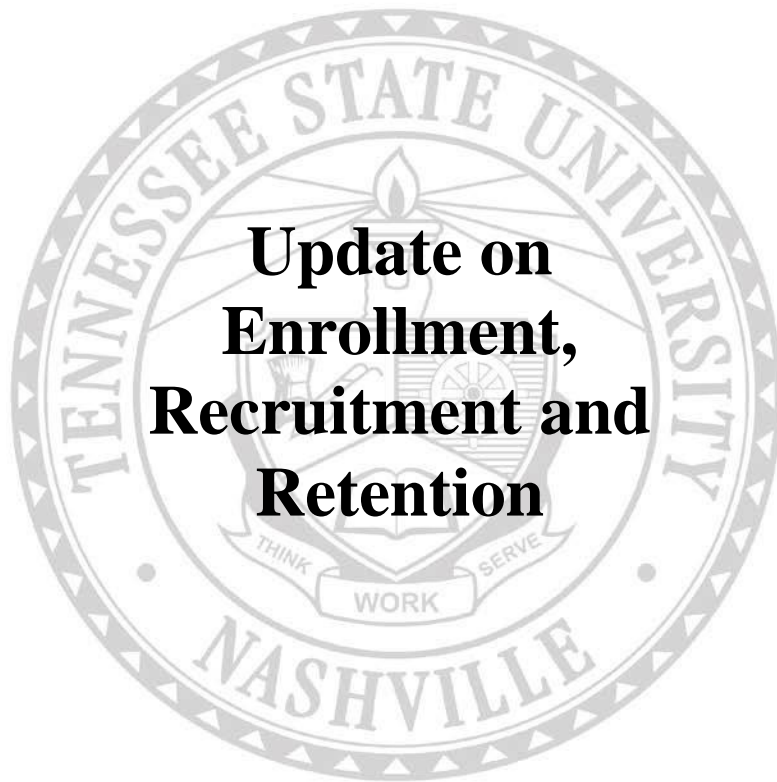


Expenditures Fiscal Year-To-Date 2023



Tennessee State University

Board of Trustees



TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

DATE: November 17, 2022

ITEM: Update on Enrollment, Recruitment and Retention

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or designee will report on matters related to this agenda item.



**BOARD OF TRUSTEES
ENROLLMENT REPORT
November 17, 2022**

FALL 2022 ENROLLMENT

Level	Headcount	FTE
UG	7678	7094.40
GR	1540	931.50
Total	9218	8025.90

FALL ENROLLMENT COMPARISON

Headcount				Headcount New First-Time Freshmen		
Level	Fall 2021	Fall 2022	% Diff	Fall 2021	Fall 2022	%Diff
UG	6,375	7678	20%	1637	3567	118%
GR	1,702	1540	-10%			
Total	8,077	9218	14%			

SPRING 2023 REGISTRATION COMPARISON

Level	Spring 2022	Spring 2023
UG	1973	3718
GR	471	428
Total Registered	2444	4146

ENHANCED RETENTION EFFORTS

Retention, Engagement and Support Efforts (President's Involvement)

- The President presented an inspiring keynote address at the freshman **Welcome Assembly** challenging all new first-time freshmen to *Begin with the End in Mind* and remain focused on academic success.
- Maintained the tradition of the annual **New Student Convocation** with over 3500 new first-time freshmen in attendance in the Gentry Center Complex with President Glover as the dynamic convocation speaker.
- Hosted an in-person **Chat with the President** session for all new first-time freshmen allowing our new students to share their experiences and feedback directly with the President and members of the Executive Cabinet.

The Office of Student Success Fall Retention and Engagement Efforts

- Created an all new **Advising Quick Guide** for new first-time freshmen designed to help students connect with an advisor and register for Spring 2023 classes.
- Enhanced the advisement process for first-time freshmen with streamlined **Preregistration Workshops**, resulting in freshman being advised and cleared to register prior to the opening of spring registration.
- Educated new students through **Advising Topic Series**—focusing on degree requirements, system operation, academic credit completion, course program of study implications on financial aid and academic interventions for early alerts.
- Hosted **Freshman Registration Blitz** with first-year advising team resulting in over 2100 new first-time freshmen receiving support and registering within the first (10) days of the Spring 2023 open registration period.

First-Year Student Development Programs

- Launched the **Bloom Academy**, a 5-week leadership development program for First-Year women. The program offers community service, etiquette, networking, and bonding among first-year women.
- Developed the first-ever **TSU26 Mentor Match** to provide the opportunity for first-year students to sign up to be matched with a Tiger PAL Peer Mentor. Four hundred first-year students signed up for a mentor. Sophomores and Juniors serve as Tiger PAL Mentors.
- Launched the all-new **BUILD Academy**, a 5-week leadership development program designed to create a sense of belonging, build character, and develop leadership skills for first-year men. The program also offers community service, mentoring, networking, and bonding opportunities.
- Developed a weekly forum for new students known as **Talk Tuesday**, a weekly opportunity designated for first-year students to speak with a dedicated FYE staff member about any concerns or issues they may be experiencing. Students are welcomed

by a student leader who serves as the SGA Representative at Large for first-year students. New Students may attend virtually or in person each week.

- Published the **Tiger Tribe Newsletter** went out to nearly 2,000 parents/supporters who signed up to receive ongoing communications from the FYE team regarding opportunities, updates and news for first-year students.

First-Year Experience Fall Retention and Engagement Efforts

- Hosted numerous events and programs for new students and their parents/supporters at the start of the school year to create a sense of belonging as our new student began their college experience.
- Hosted a special event for new students called **Day 1 Ready**. This was an academic preparation event held on the first day of classes. First-year students were educated on how to understand a syllabus, provided planning tools and a notebook, and given the opportunity to talk 1-on-1 with a peer mentor about their first day of classes.
- Hosted live workshop for new students entitled, **“So, You Want to Run for Freshman Class Office,”** This was an informative program explaining the roles and responsibilities of Freshman Class Council and was used to encourage new students to run for their class office positions. The goal was to increase new student participation in SGA.
- Hosted **You Survived Your First 30 Days**, a creative social media initiative that celebrated new students on reaching this small yet significant milestone. Students were able to submit responses about their first 30 days, and those responses were posted on social media.
- Hosted the **“Postcards and Pizza”** event, an exciting engagement opportunity for new students to write a message home to their families. The Office of First Year Experience provided postage and a FREE Slim & Huskey’s pizza.
- Hosted **First Fitness**, an opportunity for first-year students to socialize and connect with their peers in a fun environment. The goal of this event was to increase physical activity due to the benefits of healthy living and provide a fun, competitive environment for first-year men.
- Hosted ongoing study sessions, **Crocs & Chill Study Jam**, a monthly study hall for first-year students. Students were invited to wear comfortable clothes and come study with their peers with snacks and study music provided.
- Launched the **FYE Tour** to increase student engagement among first-year students and create additional memorable bonding experiences in living and learning communities that house freshmen. University Ambassadors and staff visited sponsored each night of conversation, competition, and connection.
- Hosted **FAFSA Fast Break**, a social media initiative to get more first-year students to complete their FAFSA early. This event included a daily countdown until the 2023 FAFSA opened, and we went live on Instagram each day with fast tips on how to complete your FAFSA.
- First-Year Students were invited to take a **Study Break Movie Night** during study week and come watch the new documentary about Sidney Poitier. Each student received their own medium pizza from Pizza Hut and a movie ticket. UNIV 1000 students were able to attend for extra credit.

- R&B recording artist **OMARION** visited on October 27, 2022 and spoke about his new book *Unbothered: The Power of Choosing Joy* before leading students in a meditation and yoga stress reliever.



SCHOLARSHIP PLAN
University Academic Merit Awards
2023-2024 Academic Year

Overview

Tennessee State University is pleased to offer competitive academic scholarships for new students enrolling at TSU during the fall 2023-2024 academic school year. To be considered for an academic scholarship, new first-time freshmen and transfer students must apply for admission and be accepted to the University by **December 15, 2022**. No separate scholarship application is required for consideration for academic scholarships. However, the GPA and test score on file in the Office of Admissions will be reviewed to determine scholarship eligibility at the time of admission. Students who apply by the deadline and meet minimum eligibility requirements for an academic scholarship award will be offered the appropriate scholarship as long as funding is available. Students will receive notification of the scholarship award offers by February 28, 2023.

Scholarships Opportunities

The name and amount of each scholarship is listed below.

Academic Merit Scholarships	GPA	ACT	Per Academic Year
Dr. Levi Watkins/Healthcare Scholarship	3.5	28	Tuition, Fees, Housing, Meals, & Books
TSU Trailblazer Scholarship	3.5	28	Tuition, Fees, Housing, & Meals
Presidential Scholarship	3.5	28	\$9,000.00
Trustee Scholarship	3.3	25-27	\$7,000.00
Academic Excellence	3.3	24-26	\$6,500.00
TSU Dream Scholarship	3.2	21-23	\$5,500.00
Future Leader Scholarship	3.2	19-20	\$4,500.00
Diversity and Access Scholarship	3.1	19	\$4,000.00
Big Blue Scholarship	3.0	19	\$3,500.00
Guaranteed Transfer Scholarship	3.0	N/A	\$3,000.00

Scholarship Terms and Conditions

Academic merit scholarships are applicable for fall and spring semesters. These scholarship awards are renewable for up to four consecutive years (8 consecutive semesters) for new first-time freshmen and up to two consecutive years (4 consecutive semesters) for new transfer students if the scholarship renewal eligibility requirements are met at the end of each semester. Academic merit scholarships are not applicable during summer terms unless otherwise noted in the official scholarship offer agreement.

Scholarships will not auto-renew if the student falls below the required criteria to maintain the award. Continuing scholarship eligibility is reviewed at the end of each semester. For scholarship renewal, students must be enrolled full-time each fall & spring semester, earn a minimum of (15) credit hours both semesters, and maintain a minimum cumulative GPA of 3.0. This information is also explained in the scholarship offer letter.

Students who receive multiple scholarship offers from the University (such as scholarships awarded through other departments but funded by Tennessee State University, including band, athletics, academic departments, deans' scholars, etc.) may be awarded the higher of the two or accept both offers if the total does not exceed the total Cost of Attendance (COA) – *Housing, Tuition, and Meals*. University-funded awards cannot be converted to cash or issued as a refund. Therefore, a student's total financial aid, including scholarships and grants, may be reduced based on specific financial aid sources restricted to Cost of Attendance (COA) limitations.

GPA and Test Scores

The GPA and test score received by the Office of Admissions at the time of the scholarship review will be used for awarding purposes. When determining scholarship eligibility, we will consider the GPA based on either the 6th or 7th-semester transcript and the highest composite test score on file with the Office of Admissions (excluding writing sub-score) as of the December 15, 2022, deadline. Tennessee State University does not combine sub-scores from multiple standardized tests to formulate the student's highest composite score, also known as Super-Scores. Once the student application has been reviewed, and the scholarship offer has been sent, the offer is final. Tennessee State University reserves the right to rescind the scholarship offer if the student no longer meets the required scholarship criteria at the completion of their senior year of high school.

Additionally, the weighted GPA for scholarship consideration is preferred; however, if the high school provides only the unweighted GPA, we will use the unweighted GPA for the review of scholarship opportunities. Likewise, if the weighted GPA is less than the unweighted GPA, the unweighted GPA will be used for scholarship consideration. Unfortunately, students who graduate high school with either a GED or HiSet score will not be eligible for academic merit scholarships due to no high school GPA being provided.

Deadlines and Termination

To be considered for academic scholarships, students must apply and be admitted to the University by December 15, 2022. If selected, students must accept the scholarship offered by

the scholarship acceptance deadline noted in the scholarship agreement. All expired scholarship offers not signed by the scholarship acceptance deadline listed in the contract will be terminated. Additionally, all scholarship recipients with signed agreements must also complete the following:

1. Enrollment verification/Intent to Enroll form.
2. Register for New Student Orientation.
3. Pay the housing deposit.
4. Verify their FAFSA has been submitted and received in the Office of Financial Aid by **February 28, 2023**.

Failure to complete these steps will result in the scholarship agreement being terminated. The awarding of academic merit scholarships is based on the availability of funds, and the criteria set forth by the appropriate governing bodies are subject to change without notice.

Tennessee State University

Board of Trustees



**Report on
Institutional
Development**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
DISCUSSION ITEM

DATE: November 17, 2022

ITEM: Report on Institutional Development

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Richard Lewis

The President and/or designee will report on matters related to this agenda item.



"Think. Work. Serve."
Institutional Advancement

3500 John A. Merritt Boulevard
Nashville, Tennessee 37209-1561
Office: (615) 963-5287

Institutional Advancement Strategy

2022 – 2025

Capturing Philanthropic Momentum

In FY 2022
TSU raised a
record \$8
million+ in
public and
private
support

TSU has a
globally
recognizable
president

TSU has
elevated
athletics
(globally
recognized
head football
and
basketball
coaches)

HBCU
Support
(Unprece-
den-
ted influx of
private and
federal
funding)

Development Priorities

- Student Scholarships
- Alumni Giving
- Corporate Partnership

Timeline


All philanthropic gifts and pledges made July 1, 2022, to June 30, 2025, will be counted towards the goal (3–5-year period to pay off pledges).

Transforming Fundraising


Aggressive Climate of Philanthropy – Create a high performing and fully staffed IA team to grow philanthropy




Strategic Emphasis on Focused Initiatives – Connect alumni and stakeholder passion and interest to the needs of the University



Increase Donor Opportunities – Develop strong individual major and planned giving programs and corporate partnerships

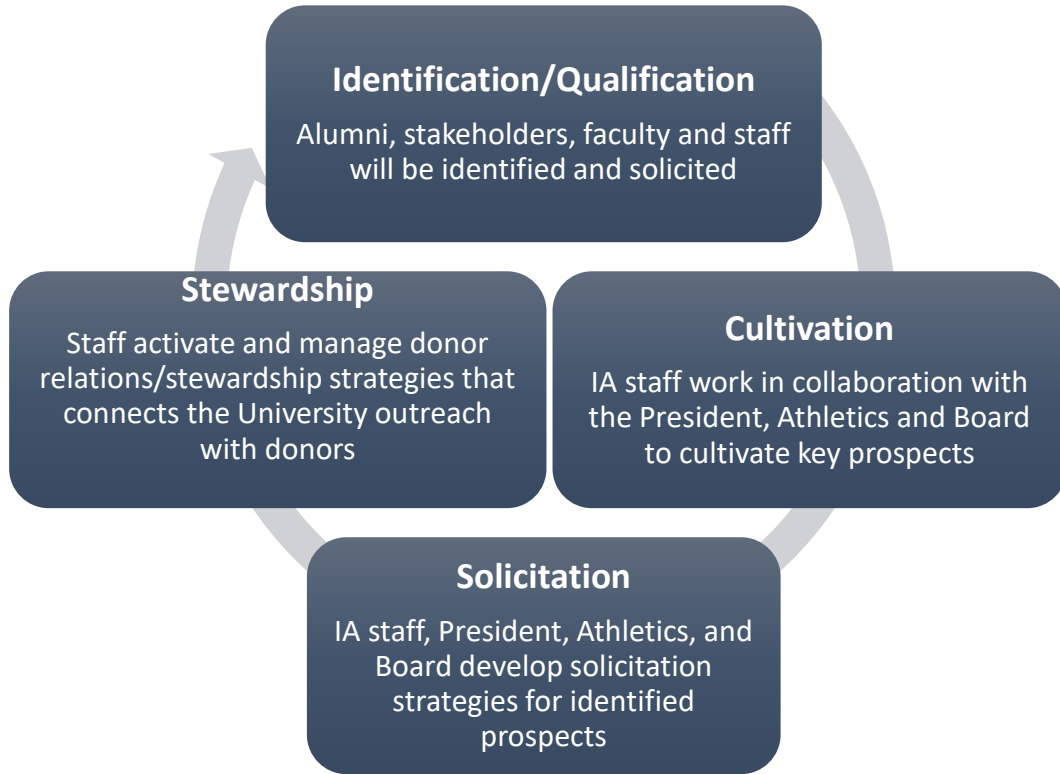


Greater and Concise Utilization of the Board(s) – IA team will guide them through personal major gifts and introduction of potential donors



Expanded Stakeholder Engagement – Extend the donor pipeline locally, regionally and nationally. Engage alumni regionally and nationally,

Engagement Cycle



Preparation



Critical Success Factors

Level 1	Level II	Level III
<ul style="list-style-type: none">• Presidential and Senior Leadership Relationships• Trustee and Key Stakeholders Relationships• Athletic Relationships• Leadership Gift Commitments• Additional Critical IA Staff	<ul style="list-style-type: none">• Buy-in from National Alumni Association (Regional Alumni Leadership)• Expanded Marketing and Communications	<ul style="list-style-type: none">• Boosting Campaign Priorities• Emphasizing Annual Giving Societies• Deploying National Social Media Initiative• Outreach to Regional Partners for Sponsorships and Key Events

Advancement Staff To Be Hired by June 2023

