

**MIDDLE TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**FINANCE AND PERSONNEL COMMITTEE  
MINUTES**

The Finance and Personnel Committee met on Tuesday, August 24, 2021, in the Miller Education Center Meeting Room at Middle Tennessee State University.

**Call to Order and Opening Remarks**

Committee Chair Joey Jacobs called the meeting to order at 10:21 a.m. and requested Board Secretary James Floyd to call the roll.

**Roll Call**

The following Committee members were in attendance: J.B. Baker, Tom Boyd, Rick Cottle, Pete DeLay, Darrell Freeman, Joey Jacobs, Steve Smith, and Gabriela Jaimes. A quorum was declared. Also present were Trustees Chris Karbowiak and Pam Wright; President Sidney A. McPhee; Alan Thomas, Vice President for Business and Finance; Mark Byrnes, Provost; Joe Bales, Vice President for University Advancement; Andrew Oppmann, Vice President for Marketing and Communications; Bruce Petryshak, Vice President for Information Technology and Chief Information Officer; Deb Sells, Vice President for Student Affairs and Vice Provost for Enrollment and Academic Services; Brenda Burkhart, Chief Audit Executive; James Floyd, University Counsel and Board Secretary; and, Kim Edgar, Assistant to the President and Chief of Staff.

**Approval of Minutes - Action**

The first agenda item was the approval of the minutes from the May 25, 2021 Finance and Personnel Committee meeting. Trustee Baker moved to approve the minutes from the May 25, 2021 meeting, and Trustee DeLay seconded the motion. A voice vote was taken, and the motion to approve the minutes from the May 25, 2021 Finance and Personnel Committee meeting passed unanimously.

**Permanent Appointment of Assistant to the President for Institutional Equity and Compliance  
And Title IX Coordinator - Action**

The second agenda item was a recommendation by Dr. McPhee for the permanent appointment of Ms. Christy Sigler as Assistant to the President for Institutional Equity and Compliance/Title IX and Title VI Coordinator. Trustee DeLay made a motion to approve the permanent appointment of Ms. Christy Sigler as Assistant to the President for Institutional Equity and Compliance/Title IX and Title VI Coordinator. Trustee Boyd seconded the motion. A voice vote was taken, and the motion to approve the permanent appointment of Ms. Christy Sigler as Assistant to the President for Institutional Equity and Compliance/Title IX and Title VI Coordinator passed unanimously.

**Capital Outlay Project Submittal – Action**

The next agenda item was a recommendation for approval of the FY 2022-23 Capital Outlay Request for Renovations to Kirksey Old Main (KOM) and Rutledge Hall. Bill Waits, Assistant Vice President for Campus Planning, provided a brief overview of the scope of the project and noted that the request for state funding must be submitted to the Tennessee Higher Education Commission (THEC) by September 15. He also informed the Committee that THEC had notified the University on August 11 of the opportunity to submit a second capital outlay project focused on workforce development and community outreach. Mr. Waits stated that MTSU plans to submit a second project request for a new building associated with the Aerospace Department and flight training program. If approved, the building will house briefing rooms and classrooms, along with a new hangar. The second submittal is due October 15.

Trustee Freeman made a motion to approve the FY 2022-23 Capital Outlay requests, and Trustee DeLay seconded the motion. A voice vote was taken, and the motion to approve the FY 2022-23 Capital Outlay requests passed unanimously.

**Stadium Debt Service Fee Revision – Action**

Mr. Thomas presented the next agenda item concerning a request for approval to extend the current debt service fee on the Stadium Expansion project beyond the maturity date of FY 2027-

28. This extension would provide another revenue source for the Student Athlete Performance Center project, which is currently funded by the athletic capital fee only. The debt service fee related to the stadium expansion project is \$45 per credit hour, and the athletic capital fee is set at \$40 per credit hour. He noted that the annual combined revenue generated from both fees is approximately \$3.2 million and would provide most of the funding needed to repay \$61 million in borrowing over a 30-year term.

Chairman Smith made a motion to approve the request to extend the current debt service fee on the Stadium Expansion project beyond the maturity date of FY 2027-28, and Trustee Boyd seconded the motion. A voice vote was taken, and the motion passed unanimously.

#### **Corporate Partnership Rate – Action**

The fourth agenda item was a recommendation for approval of an adjustment to the Corporate Partnership Rate. Mr. Thomas reported that the University's Corporate Partnership Rate, equal to the current in-state rate, does not provide corporations operating in Tennessee with an incentive to partner with the University since their employees are already eligible for in-state rates. Therefore, the University recommends adjusting the Corporate Rate to reflect an 18% discount off the undergraduate and graduate in-state tuition rates to attract additional corporate partners. This would set the Corporate Rate at approximately \$250 for undergraduate students and \$428 for graduate students, effective with the 2021-22 academic year. The rates would adjust proportionately with future increases in the University's tuition rates.

Chairman Smith made a motion to adjust the Corporate Rate to reflect an 18% discount off the undergraduate and graduate in-state tuition rates, and Trustee DeLay seconded the motion. A voice vote was taken, and the motion to adjust the Corporate Rate passed unanimously.

#### **Compensation – Action**

Kathy Musselman, Assistant Vice President for Human Resources, presented information concerning a recommendation to provide a salary increase for MTSU employees. She informed

the Committee that \$4.5 million was appropriated to the University this fiscal year for a 4% salary pool; however, the amount only funds 55-60% of the amount needed and the remaining funding would have to come from other University resources and budget reallocations. The recommendation was to use the state allotment to provide a 2.7% Across the Board salary increase for all employees, or a \$750 minimum increase, whichever is greater.

Trustee Freeman made a motion to approve the recommendation, and Trustee Baker seconded the motion. A voice vote was taken, and the motion to approve the recommendation to provide a 2.7% Across the Board salary increase for all employees, or a \$750 minimum increase, whichever is greater, passed unanimously.

#### **Classified Employee Grievance Annual Report – Information**

Next, Ms. Musselman presented the Classified Employee Grievance Annual Report as the final agenda item. She informed the Committee that TCA §49-8-117 requires each State University Board to provide an annual report to the education committees of the Senate and the House of Representatives summarizing the number of grievances filed by classified individuals who have been demoted, suspended, or terminated. The report included in the meeting materials contained one grievance for fiscal year July 1, 2020 - June 30, 2021, with the decision upheld.

#### **Adjournment**

The meeting adjourned at 10:46 a.m.

Respectfully submitted,

Finance and Personnel Committee