



**Middle Tennessee State University
Board of Trustees
Finance and Personnel Committee**

Tuesday, May 23, 2023

MEC Training Room – 2nd Floor
Miller Education Center
503 East Bell Street
Murfreesboro, Tennessee 37130



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

May 23, 2023

AGENDA

Call to Order and Opening Remarks

Roll Call

Approval of Minutes (Action) Tab 1

Revision to Policy 641: Student Fees, Incidental Charges and Refunds (Action) Tab 2

Capital Outlay Project Submittal (Action)..... Tab 3

Capital Disclosures (Action) Tab 4

Capital Maintenance Projects Submittal (Action)..... Tab 5

Tuition, Fees and Housing Rates (Action)..... Tab 6

Compensation (Action)..... Tab 7

Operating Budgets (Action) Tab 8

1. Estimated 2022-23 Budget
2. Proposed 2023-24 Budget

Closing Remarks

Adjournment



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Approval of Minutes**

PRESENTER: Pete DeLay
Committee Chair

BACKGROUND INFORMATION:

The Finance and Personnel Committee met on March 14, 2023. Minutes from this meeting are provided for your review and approval.

**MIDDLE TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**FINANCE AND PERSONNEL COMMITTEE
MINUTES**

The Finance and Personnel Committee met on Tuesday, March 14, 2023, in the Miller Education Center Meeting Room at Middle Tennessee State University.

Call to Order

Committee Chair Pete Delay called the meeting to order at 12:27 p.m. He opened the meeting with an acknowledgment of former Committee Chair Joey Jacobs and the exceptional job he did for the Committee, the Board of Trustees, and the University.

Roll Call

Board Secretary James Floyd called the roll. The following Committee members were in attendance: J.B. Baker, Tom Boyd, Rick Cottle, Pete DeLay, Steve Smith, and Drew Carpenter. Committee member Chris Karbowski Vanek participated electronically and, in accordance with T.C.A. 8-44-108(c)(3), confirmed she could hear those present in the meeting, and no one else was present in the room with her. A quorum was declared.

Also present were President Sidney A. McPhee; Alan Thomas, Vice President for Business and Finance; Joe Bales, Vice President for University Advancement; Andrew Oppmann, Vice President for Marketing and Communications; Yvette Clark, Vice President for Information Technology and Chief Information Officer; Deb Sells, Vice President for Student Affairs and Vice Provost for Enrollment and Academic Services; Diane Snodgrass, Interim Chief Audit Executive; James Floyd, University Counsel and Board Secretary; and Kim Edgar, Assistant to the President and Chief of Staff. Trustee Pam Wright could not attend.

Approval of Minutes – Action

The first agenda item was the approval of the minutes from the November 15, 2022, Finance and Personnel Committee meeting. Trustee Baker moved to approve the minutes from the November 15, 2022, meeting, and Trustee Boyd seconded the motion. A roll call vote was taken, and the motion to approve the minutes from the November 15, 2022, Finance and Personnel Committee meeting passed unanimously.

Permanent Appointment of Vice President for Information Technology and CIO – Action

The second agenda item concerned the approval of the recommendation by Dr. McPhee for the permanent appointment of Yvette Clark as Vice President for Information Technology and CIO.

Dr. McPhee informed the Committee that Ms. Clark had done an excellent job over the past year in keeping the technology systems operational and creating strategies for minimizing cybersecurity issues for the University.

Chairman Smith moved to approve the recommendation for the permanent appointment of Yvette Clark as Vice President for Information Technology and CIO, and Trustee Cottle seconded the motion. A roll call vote was taken, and the motion to approve the recommendation for the permanent appointment of Yvette Clark as Vice President for Information Technology and CIO passed unanimously.

Ms. Clark addressed the Committee and thanked them for their vote of confidence.

Governor’s Budget and Legislative Budget Hearings Update – Information

The next agenda item was an update on the 2023-24 Governor's Budget. Mr. Thomas directed the Committee to the meeting materials containing an email to the campus and Board members summarizing the impact of the Governor’s Budget on the University and two memos from THEC detailing the impact on higher education as a whole.

Mr. Thomas informed the Committee that he and Dr. McPhee attended budget hearings with the House Finance, Ways and Means Committee on Wednesday, February 15, and the Senate Education Committee on Wednesday, March 8. Other meetings were attended as well, specifically one with the Senate Finance, Ways and Means Committee on Tuesday, February 14, to discuss capital funding for higher education.

Next, Mr. Thomas provided a brief overview of the financial implications of the Governor's Budget for MTSU. He reported that salary increases were still being funded at approximately 55%, and the hardship of coming up with the additional 45% out of the remaining budget was a point brought up by every LGI in their hearings this year. There were also several unfunded requests in the budget this year; THEC's operating appropriations request of \$12 million for MTSU was partially funded at \$3 million, and the recommendation of \$15.8 million in capital maintenance was partially funded at \$5 million. He informed the Committee that MTSU has requested full funding for the operating appropriations request when meeting with legislators and other state officials.

Mr. Thomas noted that the budget presentations were very interactive this year, with more commentary from members of the General Assembly than in previous years. Dr. McPhee added that comments and questions received from both committees during the hearings were favorable for MTSU, and he was able to share positive information with the Senate Committee regarding scholarship actions, graduation rates, and the technology implemented to help students during the pandemic using the Cares Act funding. He also informed the Committee that he had the opportunity to speak with key legislators during the 2023 Day on the Hill event about specific needs and concerns for MTSU, particularly the issues of employee salaries and unfunded mandates. Chairman Smith asked Dr. McPhee to expand on the requirement for these types of scholarship programs. Mr. Thomas replied these scholarships are required by statute and are being funded out of annual appropriations or revenue from tuition increases. Discussion then ensued concerning the challenges of covering mandated scholarships, salary adjustments, and increased operating costs with little to no tuition increases.

Dr. McPhee ended the presentation by encouraging the Trustees to continue efforts to let the governor and state legislators know of the serious need to fund public higher education in Tennessee.

Higher Education Emergency Relief Funds (HEERF) Update – Information

Mr. Thomas presented an information update on the Higher Education Emergency Relief Fund (HEERF) as the final agenda item. He directed the Committee to the meeting materials containing a detailed summary of how the funds were awarded and disbursed during the program term. He noted that out of the \$103,186,649 allocation received by the University, \$43,021,581 went directly to student emergency financial aid grants. A total of 18,683 students received payments. He noted that all funds had been awarded and disbursed in strict accordance with the requirements issued by the Department of Education, and the program would be closed on June 30, 2023.

Adjournment

Committee Chair DeLay adjourned the meeting at 12:55 p.m.

Respectfully submitted,
Finance and Personnel Committee



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Policy Revisions**

PRESENTERS: Alan Thomas
Vice President for Business and Finance

BACKGROUND INFORMATION:

Outlined below are two proposed revisions to **Policy 641 Student Fees-
Incidental Charges and Refunds:**

Section VI. Tuition and Fees Subject to Board Approval

- The first revision is a change to the calculation of the Regional Scholars Program rate. Currently, this rate is recalculated each year based on an old Tennessee Board of Regents formula. This revision will change the process to apply the MTSU Board of Trustees approved tuition increase to the current rate each year; thus, eliminating a recalculation of the rate.
- The second revision allows students taking all synchronous or

asynchronous online courses to be charged the eRate. The current policy does not allow a student to receive the eRate if they take one or more remote delivery courses.

Copies of the redline policy and the final revised policy are attached for your review and approval.



641 Student Fees – Incidental Charges and Refunds

Approved by Board of Trustees

Effective Date: June 20, 2023

Responsible Division: Business and Finance

Responsible Office: Business and Finance

Responsible Officer: Associate Vice President, Business and Finance

I. Purpose

This policy outlines significant provisions for the administration of fees, fines, charges, and refunds at Middle Tennessee State University (MTSU or University).

II. Establishment of Fees, Fines, and Charges

- A. The MTSU Board of Trustees (Board) must establish or approve all University fees, fines, and charges, unless specific exceptions are provided.
- B. The President is responsible for the enforcement and collection of all fees, fines, and charges. Fees, fines, and charges which specifically do not require Board approval must receive formal approval by the President or designee.
- C. The University should attempt to follow a general format in publishing information on fees, fines, and charges, including, but not limited to, the following:
 1. All statements which include the fee amount should be complete and specific enough to prevent misunderstanding by readers.
 2. When a fee is quoted, the refund procedures should be clearly stated. If there are qualifying conditions for refunds (i.e., specific dates), those conditions also should be stated. If there is no refund, it should be labeled as non-refundable.
 3. It should be made clear that all fees are subject to change at any time.
- D. Current tuition and fee rates, fee payment dates, and refund procedures can be found on the ["What Does it Cost"](#) webpage.

III. Approval of Exceptions

- A. In accordance with this policy, the President has the authority to determine the applicability of certain fees, fines, charges, and refunds, and to approve exceptions in instances of unusual circumstances or for special groups.
- B. All such actions should be properly documented for auditing purposes.

IV. Appeals Process

The University has established separate appeals processes for different types of fees, charges, and refunds.

- A. Residency appeals: contact MT One Stop.
- B. Appeals for tuition adjustments due to dropping or withdrawing: contact MT One Stop.
- C. Appeals for late registration fees and installment plan fees: contact the Bursar's Office.
- D. Advising error appeals: approved by the Provost's Office.
- E. Housing appeals: contact Housing and Residential Life Office.

V. Exchange of Revenue

Public institutions exchange funds for tuition and fees of employees' spouses and dependents who participate in an education assistance program.

VI. Tuition and Fees Subject to Board Approval

- A. Maintenance Fees. Charged to students enrolled in credit courses or on an audit basis. It is an enrollment or registration fee and is calculated based on the number of Student Credit Hours (SCH's).
 - 1. Rates are established by student level (undergraduate and graduate). The hourly rate will be discounted when undergraduate students enroll in greater than twelve (12) hours and graduate students in greater than ten (10) hours, unless stated otherwise elsewhere in this policy.
 - 2. For multiple summer sessions, maintenance fees and tuition are assessed by using the current part-time rate with no maximum amount for total credit hours enrolled.

3. For the Winter Session, maintenance fees and tuition are assessed by using the current part-time rate. Hours taken in the Winter Session do not count toward the twelve (12) undergraduate hours or ten (10) graduate hours needed to receive a discount in the Spring semester.
 4. Maintenance fees may not be waived unless specific exceptions are outlined in state statute. T.C.A. § 49-7-113 provides exceptions for certain disabled and elderly students, as well as state service retirees; T.C.A. § 49-7-102 outlines certain exceptions for dependents and spouses of military personnel; and T.C.A. § 49-7-2304 provides exceptions for certain military reserve and National Guard personnel.
- B. Out-of-State Tuition. An additional fee charged to students classified as non-residents who are enrolled in for-credit courses, including audit courses. This fee is in addition to the maintenance fee.
1. A separate hourly rate for out-of-state tuition will be set for undergraduate and graduate students. A full-time student is defined as an undergraduate enrolled in twelve (12) hours or a graduate student enrolled in ten (10) hours.
 2. Applicability of out-of-state tuition is determined pursuant to [Policy 501 Residency Classification](#). The Business Office will collect fees based upon student classification as determined under that policy.
- C. Regional Scholars Program
1. This program is restricted to:
 - a. admitted undergraduate students who graduate from a high school located in a county within a specified radius of the MTSU campus as determined by the Board of Trustees and published on the [Regional Scholars Program website](#), have at least a twenty-five (25) ACT, or the SAT equivalent, maintain full-time status (minimum of twelve [12] hours), and remain in good academic standing.
 - b. admitted graduate students who have a permanent address that is located in a county within the same specified radius of the MTSU campus as noted above, maintain full-time status (minimum of ten [10] hours), and remain in good academic standing.
 2. If a student drops below minimum hours stated above, they are assessed out-of-state fees for that term.

3. A separate hourly rate for students eligible for this program will be set for undergraduate and graduate students. This rate is capped at twelve (12) hours for undergraduate students and ten (10) hours for graduate students.
 4. The program rate does not impact students who otherwise qualify for border county classification or other in-state residency classification.
- D. eRate. Available to students who enroll at MTSU, who are classified as non-residents of Tennessee, and who are enrolled exclusively in online courses.
1. The eRate is one hundred fifty percent (150%) of the University's approved undergraduate or graduate maintenance fee.
 2. The hourly rate will not be discounted for students receiving the eRate and enrolling in greater than twelve (12) undergraduate hours or ten (10) graduate hours.
 3. To qualify for an eRate, students must meet all University admission requirements and be verified as an online out-of-state student enrolled exclusively in courses delivered online by a procedure documented by the University. Out-of-state students refers to geographic location and does not include undocumented students living in Tennessee.
 4. Students enrolled in any type courses other than online asynchronous or online synchronous (such as in-person, blended, independent study, etc.) will not be eligible for the eRate specified in this policy and will instead incur traditional non-resident fees and charges. Students who enroll in both online courses and other type courses, and subsequently drop the other type courses, will not then become eligible for the eRate.
 5. Enrollment of eRate students as defined in this standard must mitigate any negative impact on the opportunity for Tennessee student enrollment in online courses.
- E. Corporate Partnership Rate. Available to corporations that have entered into a formal partnership with MTSU. The rate set will reflect an 18% discount off the approved undergraduate and graduate in-state rates.
- F. Dual Enrollment Rate. Available to high school students meeting the qualifications specified in T.C.A. § 49-4-930 and will be set at an amount equal to the maximum grant amount stipulated by the Tennessee Student Assistance Corporation (TSAC) each year. The hourly rate will not be discounted when undergraduate students enroll in greater than twelve (12) hours.
- G. Program Services Fee. A fee charged to students to support the following programs of the University:

1. Debt Service. Debt service fee revenue is used to retire debt on various capital projects of the University. At the conclusion of the debt retirement for a given project, the debt service fee attributed to the project will cease. Any new project requires the approval of a new debt service fee on its own merits without the reallocation of any existing fee. Any continuation of fees necessary for renewal and replacement of a project for which the debt is totally retired must be approved for that purpose by the Board.
2. Student Government Activity Fee. A student government activity fee may be established pursuant to T.C.A. § 49-8-109. Any increase in this fee shall be subject to a referendum pursuant to T.C.A. § 49-8-110 for student body approval or rejection. The fee will be administered in accordance with the provisions adopted by the University. These fees will be recorded as restricted revenue.
3. Technology Access Fee. Assessed by the University for the purpose of providing student access to computing and similar technologies.
 - a. The revenue from Technology Access Fees (TAF) should be used by the University for direct student benefit, for items such as new and improved high technology laboratories and classrooms, appropriate network and software, computer and other equipment, and technological improvements that enhance instruction. Specifically, TAF funds may be used for the following items:
 - (1) Computers and other technical laboratory supplies, equipment, software, and maintenance.
 - (2) Network costs (internet, interactive video, etc.)
 - (3) Classroom equipment and classroom modifications.
 - (4) Lab, helpdesk, and instructional support staffing by student employees.
 - (5) Renewal and replacement reserves as necessary.
 - (6) New machines for faculty use when faculty are actively engaged in developing and conducting on-line courses.
 - (7) Faculty and staff development directly related to the introduction or application of new technology which impacts students. Travel costs are not to be funded from TAF revenues
 - (8) Infrastructure (wiring, network, servers, etc.) necessary to provide students maximum computing capability.
 - b. As part of the budget process, the University shall prepare a detailed spending plan for the use of funds generated by TAF.
 - c. The spending plan will be maintained by the University and will be updated throughout the year as needed. The President shall ensure that the spending plan is prepared. At the end of the fiscal year, a summary of the actual money

generated and actual use of the money shall be prepared and maintained by the University.

- d. Compliance with this policy will be audited by the internal audit staff and reported as determined by the internal auditor's annual risk-based planning process or other appropriate means.
4. Campus Access Fee. Assessed to all students each academic term for services provided related to parking and transportation on campus, as well as maintenance of the transportation infrastructure.
5. Postal Services Fee. Charged for U.S. postal services provided on campus to students.
6. Facilities Fee. Used to improve facilities and fund expenditures such as replacing carpets in student lounges, remodeling classrooms, provide matching funds for new academic building projects, etc. The fee is used to make improvements to areas that have an impact on students.
7. Student Recreation Fee. Used to improve facilities and fund expenditures related to operating the student recreation center for student, faculty, staff, and alumni use. The Student Recreation center is an auxiliary fully funded by this fee and sales revenue from fitness programs, locker rental, facility rental, etc.
8. Sustainable Campus Fee. A project voted on and approved by the students to support MTSU's participation in the TVA Green Power Switch program and clean energy initiatives on campus. A campus committee reviews proposals and assigns the funds to various projects.
9. Athletics Fee. A fee used to support athletics which allows students access to all athletic events with no additional entrance fee. This fee, along with general fund support from the education and general fund, ticket sales, game guarantees, concessions, etc. fully supports athletics.
10. Health Services Fee. Used to improve facilities and fund expenditures related to operating a Health Services facility for students, including a pharmacy. The Health Services center is an auxiliary fully supported by this fee and sales revenue.
11. International Education Fee. A fee charged to all students to support international programs. Fees are used to provide travel support for study abroad students participating in consortia programs, MTSU faculty led programs, bilateral exchange programs, and international experiential and service learning experiences and for internationalization of courses across the curriculum.

- H. Specialized Academic Course Fees. Certain academic programs require expensive maintenance/updating of equipment and software and the employment of highly qualified staff. The high costs of instruction for these programs can be offset by establishing specialized academic fees, with the Board's approval. Specialized academic course fee revenues are limited to funding only the related costs for providing these courses. To receive approval for a specialized academic fee, a program will be required to submit documentation to establish that the following criteria are met:
1. High Cost of Instruction. Programs qualifying for charging specialized academic fees must demonstrate that they are more costly than other programs offered by the University. If appropriate, the extraordinary cost of the program must be validated including benchmarking with similar programs in the region and nation.
 2. High Demand. The number of students enrolled in the program and the student credit hours generated are sufficient to justify additional fees.
 3. High Cost of Updating/Maintaining Equipment and Software. Programs qualifying for charging specialized academic fees are expected to be those that require extensive maintenance and regular updating of equipment and/or software, all of which are very expensive. An average hardware/software cost per student credit hour serves as the basis for determining the amount of the fee.
 4. Accreditation. Meeting standards of specific accrediting agencies may also qualify a specialized program for charging specialized academic fees. The accrediting standards that justify a fee are those that specify the possession and use of certain equipment and unique software that are extraordinarily costly and/or the employment of faculty with specific credentials that demand high salaries.
 5. High Recognition and Quality. The programs approved for specialized academic fees are expected to be distinctive and with a regional or national reputation. The program must demonstrate that it has achieved exceptional recognition in its particular enterprise.
 6. High Value to Tennessee. The program must demonstrate that it is a good investment for the State of Tennessee to justify charging extra fees to the student. The program should be distinctive and of integral value to Tennessee. The graduates' earning potential and the associated benefit to the state economy should be projected, as well as the efforts taken by the University to aid graduates in finding appropriate employment in Tennessee.
 7. Impact on Affected Students. Through surveys, questionnaires, or other suitable means, the program must demonstrate that the charging of additional fees will not diminish enrollment. The program should demonstrate that enrolled students

realize that the potential earning power in the work force justifies their additional investment.

- I. **Materials Fees.** A fee charged for certain academic labs requiring students have specialized consumable materials. These supplies should be consumable products that the student will use up during the semester. Non-hazardous materials may be retained by the student at the end of the semester. Each request should include course number and a list of expendable supplies that will be purchased as a convenience to the students. It should be financially advantageous to students for the University to purchase the course materials.
- J. **Miscellaneous Course Fees.** Assessed for courses with additional requirements outside the normal instructional classroom or to provide additional support services to students (i.e., flight training fees, distance education fees, private instruction music fees, etc.)
- K. **Other Fees, Fines, and Charges**
 - 1. **Application Fee.** This is a non-refundable fee paid by an individual who applies for admission to the University. A student is required to pay this fee when he/she applies for admission as a graduate student even if the student attended another institution as an undergraduate student. Additionally, the student is required to pay this fee when he/she applies for admission to a doctoral-level program after receiving a masters-level degree from the institution.
 - 2. **Applied Music Fees.** This fee is charged for private music lessons or small group training sessions. It is refundable on the same basis as maintenance fees or as established by the University.
 - 3. **Late Registration Fee.** A late registration fee will be charged to students registering on or after the first day of the term or part-of-term.
 - 4. **Orientation Fee.** An orientation fee will be charged to incoming students and their family who attend Customs Orientation.
 - 5. **Study Abroad Fee.** Students participating in Study Abroad are charged a fee to cover a range of services available to them before, during, and after their abroad program. It also covers the Study Abroad online application fees.
 - 6. **Installment Payment Service Fee.** Students who choose to participate in the installment plan will be charged a service charge.
 - 7. **Installment Payment Plan Late Fee.** Students who do not pay their installment plan payments by the due date will be charged a late fee each month they are late.

VII. Fees, Fines, and Charges to be Established and Administered by the University

The following fees, fines, and charges may be established and administered by the University. No specific approval or notification to the Board will be required, unless subject to other Board or State requirements. These charges should be governed by an approved contract and/or approved by the Provost or the appropriate Vice President. The University will establish appropriate refund policies. Approval documents should be sent to the Office of Business and Finance.

- A. Sales of goods and services of a commercial nature, including bookstores, food services, vending, laundry, and similar activities. This includes the University's program which allows students to receive required course materials at a discounted rate on day one of a course.
- B. Rental of non-student housing and facilities.
- C. Admissions fees to athletic and other events open to the public, including special events sponsored by campus organizations and activities.
- D. Sales and services of educational activities such as clinical services, publications, etc.
- E. Registration for conferences, institutes, and non-credit activities.
- F. Fees for use of campus facilities for recreational purposes.
- G. Nonrefundable library fines, which apply to students, faculty, staff, and other library users.
- H. Thesis and dissertation fee - nonrefundable. The fee will be determined based upon cost to the University.
- I. Child Care Fees. Kindergarten, preschool, early childhood, day care, or similarly defined activities.
- J. Special Exam Fee - nonrefundable. The fee will be determined based upon cost to the University (i.e., certification fees, etc.).
- K. Standardized Test Fees - nonrefundable. The fee will be determined based upon the cost for administering the tests.
- L. Identification Card Replacement - nonrefundable. There will be no charge for the original identification card. A fee may be set by the University to offset the cost of replacing the card. This fee applies only to student ID cards and not to faculty and staff ID's.

- M. Returned Check Fee. The University will charge a nonrefundable returned check fee that is the maximum set by state law. This fee will apply to all returned checks received by the institution, whether from students, faculty, staff, or other parties. The University will review state statutes each spring to determine any changes.
- N. Diploma Fee. Students wanting a second (2nd) copy of their diploma will be charged for the reproduction.

VIII. Deposits

A deposit may be established by the University for rent or lease of buildings and facilities, or for the issuance of other University property or equipment. Deposits should be subject to a one hundred percent (100%) refund if no damage or loss occurs. The amount of such deposits should be related to the value of the facilities or equipment subject to loss and the general ability of the University to secure reimbursement should loss or damage occur.

IX. Student Residence Facilities

- A. All regular and special rental rates for student residence facilities shall be approved by the Board upon the recommendation of the University. The University may recommend special rates for non-student groups during summer periods, etc.
- B. Pursuant to [Policy 640 Payment of Student Fees and Enrollment of Students](#), rental for assigned living space in a student residence facility shall be payable in full in advance of the beginning of a term. However, students can participate in the installment payment plan. See [Policy 644 Installment Payment Plan](#).

X. Other Fee and Charge Considerations

- A. Fees may be established to control the utilization of facilities and services or to offset the cost of extraordinary requirements as a result of specific programs or activities. See [Policy 100 Use of Campus Property and Facilities Scheduling](#).
- B. When fees and charges are incorporated in agreements with outside contractors and vendors, specific rates, refunds, and conditions must be clearly stated.
- C. Fees for auxiliary services must take into consideration that auxiliary enterprises should be a break-even operation with rates and charges generating revenue sufficient to cover all expenses as defined in operating budget policies.
- D. Fees established for non-credit courses and activities shall be sufficient to cover the total costs incurred in providing instruction plus a minimum of twenty-five percent

(25%) of the annual instructional salary costs including contractual salary costs or personal services contracts.

- E. Students enrolled for six (6) or more hours are eligible for full-time privileges, i.e., access to social, athletic, and cultural functions, pursuant to T.C.A. § 49-8-109.

XI. Refunds and Fee Adjustments

- A. Adjustments to all fees and charges must be in accordance with the following provisions except as previously stated, or when required by federal law or regulation to be otherwise.
- B. Pursuant to T.C.A. §§ 49-7-2301 and 49-7-2302, students called to active military or National Guard service during the semester are entitled to a one hundred percent (100%) adjustment or credit of mandatory fees. Housing and meal ticket charges may be prorated based on usage.
- C. Maintenance Fee, Tuition, and Program Services Fee Refunds and Adjustments
 1. Refunds are one hundred percent (100%) for courses canceled by the University.
 2. Changes in courses involving the adding and dropping of equal numbers of SCH's for the same term at the same time require no refund or assessment of additional tuition or fees, unless the dropping and adding involves TN eCampus courses for which there would be a fee adjustment.
 3. The fee adjustment for withdrawals or drops during regular terms (fall and spring) is seventy-five percent (75%) from the first (1st) day of classes through the fourteenth (14th) calendar day of classes and then reduced to twenty-five percent (25%) for a period of time which extends twenty-five percent (25%) of the length of the term. When the first (1st) day of the academic term falls on a Saturday, the one hundred percent (100%) refund period is extended through the weekend until the following Monday morning (12:01 am). There is no fee adjustment after the twenty-five percent (25%) period ends. Dropping or withdrawing from classes during either the seventy-five percent (75%) or the twenty-five percent (25%) fee adjustment period will result in a fee adjustment of assessed tuition and fees based on the total credit hours of the final student enrollment.
 4. All fee adjustment periods will be rounded to whole days and included in all student communication. In calculating the seventy-five percent (75%) and twenty-five percent (25%) fee adjustment periods for other than the fall and spring (i.e., summer sessions), the number of calendar days during the term will be considered.

5. A full refund (one hundred percent [100%]) is provided on behalf of a student whose death occurs during the term. Any indebtedness should be offset against the refund.
 6. A one hundred percent (100%) refund will be provided for students who enroll under an advance registration system but who drop a course or courses prior to the beginning of the first day of class.
 7. A one hundred percent (100%) refund will be provided to students who are compelled by the University to withdraw when it is determined that through University error they were academically ineligible for enrollment or were not properly admitted to enroll for the course(s) being dropped. An appropriate official must certify in writing that this provision is applicable in each case.
 8. When courses are included in a regular term's registration process for administrative convenience, but the course does not begin until later in the term, the seventy-five percent (75%)/twenty-five percent (25%) fee adjustment periods will be based on the particular course's beginning and ending dates. This provision does not apply to classes during the fall or spring terms which may meet only once per week. Those courses will follow the same refund dates as other regular courses for the term.
 9. The fee adjustment is calculated as the difference between (1) the per credit hour cost of originally enrolled hours and (2) the per credit hour cost of the courses at final enrollment after adjustments have been applied for all courses dropped. Adjustments are calculated at the full per credit hour rate less the fee adjustment credit at the applicable fee adjustment percentage (regardless of the original number of hours enrolled). Not all drops/withdrawals will result in fee adjustments.
- D. Student Residence Facilities Rent and Meal Plan Refunds. Refund of student residence facility rent and meal plans after registration will be prorated on a weekly calendar basis when the student is forced to withdraw from the student residence facility or University:
1. Because of personal medical reasons confirmed in writing by a licensed physician, or
 2. At the request of the University for other than disciplinary reasons. Full refund will be made in the case of the death of the student. Withdrawals for other approved reasons will be subject to the same seventy-five percent (75%)/twenty-five percent (25%) fee adjustment periods as outlined for tuition and fees above.

Forms: none.

Revisions: June 5, 2017 (New); December 5, 2017; June 16, 2020; April 6, 2021; June 14, 2022.

Last Reviewed: June 2022.

References: T.C.A. §§ 49-4-930; 49-7-102; 49-7-113; 49-7-2301-2304; 49-8-109; 49-8-110;
Policies 100 Use of Campus Property and Facilities Scheduling; 501 Residency Classification; 640
Payment of Student Fees and Enrollment; 644 Installment Payment Plan.



641 Student Fees – Incidental Charges and Refunds

Approved by Board of Trustees

Effective Date: ~~June 14, 2022~~ June 20, 2023

Responsible Division: Business and Finance

Responsible Office: Business and Finance

Responsible Officer: Associate Vice President, Business and Finance

I. Purpose

This policy outlines significant provisions for the administration of fees, fines, charges, and refunds at Middle Tennessee State University (MTSU or University).

II. Establishment of Fees, Fines, and Charges

- A. The MTSU Board of Trustees (Board) must establish or approve all University fees, fines, and charges, unless specific exceptions are provided.
- B. The President is responsible for the enforcement and collection of all fees, fines, and charges. Fees, fines, and charges which specifically do not require Board approval must receive formal approval by the President or designee.
- C. The University should attempt to follow a general format in publishing information on fees, fines, and charges, including, but not limited to, the following:
 1. All statements which include the fee amount should be complete and specific enough to prevent misunderstanding by readers.
 2. When a fee is quoted, the refund procedures should be clearly stated. If there are qualifying conditions for refunds (i.e., specific dates), those conditions also should be stated. If there is no refund, it should be labeled as non-refundable.
 3. It should be made clear that all fees are subject to change at any time.
- D. Current tuition and fee rates, fee payment dates, and refund procedures can be found on the "[What Does it Cost](#)" webpage.

III. Approval of Exceptions

- A. In accordance with this policy, the President has the authority to determine the applicability of certain fees, fines, charges, and refunds, and to approve exceptions in instances of unusual circumstances or for special groups.
- B. All such actions should be properly documented for auditing purposes.

IV. Appeals Process

The University has established separate appeals processes for different types of fees, charges, and refunds.

- A. Residency appeals: contact MT One Stop.
- B. Appeals for tuition adjustments due to dropping or withdrawing: contact MT One Stop.
- C. Appeals for late registration fees and installment plan fees: contact the Bursar's Office.
- D. Advising error appeals: approved by the Provost's Office.
- E. Housing appeals: contact Housing and Residential Life Office.

V. Exchange of Revenue

Public institutions exchange funds for tuition and fees of employees' spouses and dependents who participate in an education assistance program.

VI. Tuition and Fees Subject to Board Approval

- A. Maintenance Fees. Charged to students enrolled in credit courses or on an audit basis. It is an enrollment or registration fee and is calculated based on the number of Student Credit Hours (SCH's).
 - 1. Rates are established by student level (undergraduate and graduate). The hourly rate will be discounted when undergraduate students enroll in greater than twelve (12) hours and graduate students in greater than ten (10) hours, unless stated otherwise elsewhere in this policy.
 - 2. For multiple summer sessions, maintenance fees and tuition are assessed by using the current part-time rate with no maximum amount for total credit hours enrolled.

3. For the Winter Session, maintenance fees and tuition are assessed by using the current part-time rate. Hours taken in the Winter Session do not count toward the twelve (12) undergraduate hours or ten (10) graduate hours needed to receive a discount in the Spring semester.
 4. Maintenance fees may not be waived unless specific exceptions are outlined in state statute. T.C.A. § 49-7-113 provides exceptions for certain disabled and elderly students, as well as state service retirees; T.C.A. § 49-7-102 outlines certain exceptions for dependents and spouses of military personnel; and T.C.A. § 49-7-2304 provides exceptions for certain military reserve and National Guard personnel.
- B. Out-of-State Tuition. An additional fee charged to students classified as non-residents who are enrolled in for-credit courses, including audit courses. This fee is in addition to the maintenance fee.
1. A separate hourly rate for out-of-state tuition will be set for undergraduate and graduate students. A full-time student is defined as an undergraduate enrolled in twelve (12) hours or a graduate student enrolled in ten (10) hours.
 2. Applicability of out-of-state tuition is determined pursuant to [Policy 501 Residency Classification](#). The Business Office will collect fees based upon student classification as determined under that policy.
- C. Regional Scholars Program
1. This program is restricted to:
 - a. admitted undergraduate students who graduate from a high school located in a county within a specified radius of the MTSU campus as determined by the Board of Trustees and published on the [Regional Scholars Program website](#), have at least a twenty-five (25) ACT, or the SAT equivalent, maintain full-time status (minimum of twelve [12] hours), and remain in good academic standing.
 - b. admitted graduate students who have a permanent address that is located in a county within the same specified radius of the MTSU campus as noted above, maintain full-time status (minimum of ten [10] hours), and remain in good academic standing.
 2. If a student drops below minimum hours stated above, they are assessed out-of-state fees for that term.
 3. ~~TheA separate hourly rate -out-of-state tuition- for rate charged to~~ students eligible for ~~the~~is program will be set for undergraduate and graduate students.~~rate will~~

- ~~equal the University's state subsidy per full-time equivalent for the prior fiscal year.~~
This rate is capped at twelve (12) hours for undergraduate students and ten (10) hours for graduate students.
4. The program rate does not impact students who otherwise qualify for border county classification or other in-state residency classification.
- D. eRate. Available to students who enroll at MTSU, who are classified as non-residents of Tennessee, and who are enrolled exclusively in online courses.
1. The eRate is one hundred fifty percent (150%) of the University's approved undergraduate or graduate maintenance fee.
 2. The hourly rate will not be discounted for students receiving the eRate and enrolling in greater than twelve (12) undergraduate hours or ten (10) graduate hours.
 3. To qualify for an eRate, students must meet all University admission requirements and be verified as an online out-of-state student enrolled exclusively in courses delivered online by a procedure documented by the University. Out-of-state students refers to geographic location and does not include undocumented students living in Tennessee.
 4. Students enrolled in any type courses other than ~~online (on-ground, telecourse, distance education, remote synchronous, etc.)~~ online asynchronous or online synchronous (such as in-person, blended, independent study, etc.) will not be eligible for the eRate specified in this policy and will instead incur traditional non-resident fees and charges. Students who enroll in both online courses and other type courses, and subsequently drop the other type courses, will not then become eligible for the eRate.
 5. Enrollment of eRate students as defined in this standard must mitigate any negative impact on the opportunity for Tennessee student enrollment in online courses.
- E. Corporate Partnership Rate. Available to corporations that have entered into a formal partnership with MTSU. The rate set will reflect an 18% discount off the approved undergraduate and graduate in-state rates.
- F. Dual Enrollment Rate. Available to high school students meeting the qualifications specified in T.C.A. § 49-4-930 and will be set at an amount equal to the maximum grant amount stipulated by the Tennessee Student Assistance Corporation (TSAC) each year. The hourly rate will not be discounted when undergraduate students enroll in greater than twelve (12) hours.

- G. Program Services Fee. A fee charged to students to support the following programs of the University:
1. Debt Service. Debt service fee revenue is used to retire debt on various capital projects of the University. At the conclusion of the debt retirement for a given project, the debt service fee attributed to the project will cease. Any new project requires the approval of a new debt service fee on its own merits without the reallocation of any existing fee. Any continuation of fees necessary for renewal and replacement of a project for which the debt is totally retired must be approved for that purpose by the Board.
 2. Student Government Activity Fee. A student government activity fee may be established pursuant to T.C.A. § 49-8-109. Any increase in this fee shall be subject to a referendum pursuant to T.C.A. § 49-8-110 for student body approval or rejection. The fee will be administered in accordance with the provisions adopted by the University. These fees will be recorded as restricted revenue.
 3. Technology Access Fee. Assessed by the University for the purpose of providing student access to computing and similar technologies.
 - a. The revenue from Technology Access Fees (TAF) should be used by the University for direct student benefit, for items such as new and improved high technology laboratories and classrooms, appropriate network and software, computer and other equipment, and technological improvements that enhance instruction. Specifically, TAF funds may be used for the following items:
 - (1) Computers and other technical laboratory supplies, equipment, software, and maintenance.
 - (2) Network costs (internet, interactive video, etc.)
 - (3) Classroom equipment and classroom modifications.
 - (4) Lab, helpdesk, and instructional support staffing by student employees.
 - (5) Renewal and replacement reserves as necessary.
 - (6) New machines for faculty use when faculty are actively engaged in developing and conducting on-line courses.
 - (7) Faculty and staff development directly related to the introduction or application of new technology which impacts students. Travel costs are not to be funded from TAF revenues
 - (8) Infrastructure (wiring, network, servers, etc.) necessary to provide students maximum computing capability.
 - b. As part of the budget process, the University shall prepare a detailed spending plan for the use of funds generated by TAF.
 - c. The spending plan will be maintained by the University and will be updated throughout the year as needed. The President shall ensure that the spending

plan is prepared. At the end of the fiscal year, a summary of the actual money generated and actual use of the money shall be prepared and maintained by the University.

- d. Compliance with this policy will be audited by the internal audit staff and reported as determined by the internal auditor's annual risk-based planning process or other appropriate means.
4. Campus Access Fee. Assessed to all students each academic term for services provided related to parking and transportation on campus, as well as maintenance of the transportation infrastructure.
5. Postal Services Fee. Charged for U.S. postal services provided on campus to students.
6. Facilities Fee. Used to improve facilities and fund expenditures such as replacing carpets in student lounges, remodeling classrooms, provide matching funds for new academic building projects, etc. The fee is used to make improvements to areas that have an impact on students.
7. Student Recreation Fee. Used to improve facilities and fund expenditures related to operating the student recreation center for student, faculty, staff, and alumni use. The Student Recreation center is an auxiliary fully funded by this fee and sales revenue from fitness programs, locker rental, facility rental, etc.
8. Sustainable Campus Fee. A project voted on and approved by the students to support MTSU's participation in the TVA Green Power Switch program and clean energy initiatives on campus. A campus committee reviews proposals and assigns the funds to various projects.
9. Athletics Fee. A fee used to support athletics which allows students access to all athletic events with no additional entrance fee. This fee, along with general fund support from the education and general fund, ticket sales, game guarantees, concessions, etc. fully supports athletics.
10. Health Services Fee. Used to improve facilities and fund expenditures related to operating a Health Services facility for students, including a pharmacy. The Health Services center is an auxiliary fully supported by this fee and sales revenue.
11. International Education Fee. A fee charged to all students to support international programs. Fees are used to provide travel support for study abroad students participating in consortia programs, MTSU faculty led programs, bilateral exchange

programs, and international experiential and service learning experiences and for internationalization of courses across the curriculum.

- H. Specialized Academic Course Fees. Certain academic programs require expensive maintenance/updating of equipment and software and the employment of highly qualified staff. The high costs of instruction for these programs can be offset by establishing specialized academic fees, with the Board's approval. Specialized academic course fee revenues are limited to funding only the related costs for providing these courses. To receive approval for a specialized academic fee, a program will be required to submit documentation to establish that the following criteria are met:
1. High Cost of Instruction. Programs qualifying for charging specialized academic fees must demonstrate that they are more costly than other programs offered by the University. If appropriate, the extraordinary cost of the program must be validated including benchmarking with similar programs in the region and nation.
 2. High Demand. The number of students enrolled in the program and the student credit hours generated are sufficient to justify additional fees.
 3. High Cost of Updating/Maintaining Equipment and Software. Programs qualifying for charging specialized academic fees are expected to be those that require extensive maintenance and regular updating of equipment and/or software, all of which are very expensive. An average hardware/software cost per student credit hour serves as the basis for determining the amount of the fee.
 4. Accreditation. Meeting standards of specific accrediting agencies may also qualify a specialized program for charging specialized academic fees. The accrediting standards that justify a fee are those that specify the possession and use of certain equipment and unique software that are extraordinarily costly and/or the employment of faculty with specific credentials that demand high salaries.
 5. High Recognition and Quality. The programs approved for specialized academic fees are expected to be distinctive and with a regional or national reputation. The program must demonstrate that it has achieved exceptional recognition in its particular enterprise.
 6. High Value to Tennessee. The program must demonstrate that it is a good investment for the State of Tennessee to justify charging extra fees to the student. The program should be distinctive and of integral value to Tennessee. The graduates' earning potential and the associated benefit to the state economy should be projected, as well as the efforts taken by the University to aid graduates in finding appropriate employment in Tennessee.

7. Impact on Affected Students. Through surveys, questionnaires, or other suitable means, the program must demonstrate that the charging of additional fees will not diminish enrollment. The program should demonstrate that enrolled students realize that the potential earning power in the work force justifies their additional investment.
- I. Materials Fees. A fee charged for certain academic labs requiring students have specialized consumable materials. These supplies should be consumable products that the student will use up during the semester. Non-hazardous materials may be retained by the student at the end of the semester. Each request should include course number and a list of expendable supplies that will be purchased as a convenience to the students. It should be financially advantageous to students for the University to purchase the course materials.
 - J. Miscellaneous Course Fees. Assessed for courses with additional requirements outside the normal instructional classroom or to provide additional support services to students (i.e., flight training fees, distance education fees, private instruction music fees, etc.)
 - K. Other Fees, Fines, and Charges
 1. Application Fee. This is a non-refundable fee paid by an individual who applies for admission to the University. A student is required to pay this fee when he/she applies for admission as a graduate student even if the student attended another institution as an undergraduate student. Additionally, the student is required to pay this fee when he/she applies for admission to a doctoral-level program after receiving a masters-level degree from the institution.
 2. Applied Music Fees. This fee is charged for private music lessons or small group training sessions. It is refundable on the same basis as maintenance fees or as established by the University.
 3. Late Registration Fee. A late registration fee will be charged to students registering on or after the first day of the term or part-of-term.
 4. Orientation Fee. An orientation fee will be charged to incoming students and their family who attend Customs Orientation.
 5. Study Abroad Fee. Students participating in Study Abroad are charged a fee to cover a range of services available to them before, during, and after their abroad program. It also covers the Study Abroad online application fees.
 6. Installment Payment Service Fee. Students who choose to participate in the installment plan will be charged a service charge.

7. Installment Payment Plan Late Fee. Students who do not pay their installment plan payments by the due date will be charged a late fee each month they are late.

VII. Fees, Fines, and Charges to be Established and Administered by the University

The following fees, fines, and charges may be established and administered by the University. No specific approval or notification to the Board will be required, unless subject to other Board or State requirements. These charges should be governed by an approved contract and/or approved by the Provost or the appropriate Vice President. The University will establish appropriate refund policies. Approval documents should be sent to the Office of Business and Finance.

- A. Sales of goods and services of a commercial nature, including bookstores, food services, vending, laundry, and similar activities. This includes the University's program which allows students to receive required course materials at a discounted rate on day one of a course.
- B. Rental of non-student housing and facilities.
- C. Admissions fees to athletic and other events open to the public, including special events sponsored by campus organizations and activities.
- D. Sales and services of educational activities such as clinical services, publications, etc.
- E. Registration for conferences, institutes, and non-credit activities.
- F. Fees for use of campus facilities for recreational purposes.
- G. Nonrefundable library fines, which apply to students, faculty, staff, and other library users.
- H. Thesis and dissertation fee - nonrefundable. The fee will be determined based upon cost to the University.
- I. Child Care Fees. Kindergarten, preschool, early childhood, day care, or similarly defined activities.
- J. Special Exam Fee - nonrefundable. The fee will be determined based upon cost to the University (i.e., certification fees, etc.).
- K. Standardized Test Fees - nonrefundable. The fee will be determined based upon the cost for administering the tests.

- L. Identification Card Replacement - nonrefundable. There will be no charge for the original identification card. A fee may be set by the University to offset the cost of replacing the card. This fee applies only to student ID cards and not to faculty and staff ID's.
- M. Returned Check Fee. The University will charge a nonrefundable returned check fee that is the maximum set by state law. This fee will apply to all returned checks received by the institution, whether from students, faculty, staff, or other parties. The University will review state statutes each spring to determine any changes.
- N. Diploma Fee. Students wanting a second (2nd) copy of their diploma will be charged for the reproduction.

VIII. Deposits

A deposit may be established by the University for rent or lease of buildings and facilities, or for the issuance of other University property or equipment. Deposits should be subject to a one hundred percent (100%) refund if no damage or loss occurs. The amount of such deposits should be related to the value of the facilities or equipment subject to loss and the general ability of the University to secure reimbursement should loss or damage occur.

IX. Student Residence Facilities

- A. All regular and special rental rates for student residence facilities shall be approved by the Board upon the recommendation of the University. The University may recommend special rates for non-student groups during summer periods, etc.
- B. Pursuant to [Policy 640 Payment of Student Fees and Enrollment of Students](#), rental for assigned living space in a student residence facility shall be payable in full in advance of the beginning of a term. However, students can participate in the installment payment plan. See [Policy 644 Installment Payment Plan](#).

X. Other Fee and Charge Considerations

- A. Fees may be established to control the utilization of facilities and services or to offset the cost of extraordinary requirements as a result of specific programs or activities. See [Policy 100 Use of Campus Property and Facilities Scheduling](#).
- B. When fees and charges are incorporated in agreements with outside contractors and vendors, specific rates, refunds, and conditions must be clearly stated.

- C. Fees for auxiliary services must take into consideration that auxiliary enterprises should be a break-even operation with rates and charges generating revenue sufficient to cover all expenses as defined in operating budget policies.
- D. Fees established for non-credit courses and activities shall be sufficient to cover the total costs incurred in providing instruction plus a minimum of twenty-five percent (25%) of the annual instructional salary costs including contractual salary costs or personal services contracts.
- E. Students enrolled for six (6) or more hours are eligible for full-time privileges, i.e., access to social, athletic, and cultural functions, pursuant to T.C.A. § 49-8-109.

XI. Refunds and Fee Adjustments

- A. Adjustments to all fees and charges must be in accordance with the following provisions except as previously stated, or when required by federal law or regulation to be otherwise.
- B. Pursuant to T.C.A. §§ 49-7-2301 and 49-7-2302, students called to active military or National Guard service during the semester are entitled to a one hundred percent (100%) adjustment or credit of mandatory fees. Housing and meal ticket charges may be prorated based on usage.
- C. Maintenance Fee, Tuition, and Program Services Fee Refunds and Adjustments
 1. Refunds are one hundred percent (100%) for courses canceled by the University.
 2. Changes in courses involving the adding and dropping of equal numbers of SCH's for the same term at the same time require no refund or assessment of additional tuition or fees, unless the dropping and adding involves TN eCampus courses for which there would be a fee adjustment.
 3. The fee adjustment for withdrawals or drops during regular terms (fall and spring) is seventy-five percent (75%) from the first (1st) day of classes through the fourteenth (14th) calendar day of classes and then reduced to twenty-five percent (25%) for a period of time which extends twenty-five percent (25%) of the length of the term. When the first (1st) day of the academic term falls on a Saturday, the one hundred percent (100%) refund period is extended through the weekend until the following Monday morning (12:01 am). There is no fee adjustment after the twenty-five percent (25%) period ends. Dropping or withdrawing from classes during either the seventy-five percent (75%) or the twenty-five percent (25%) fee adjustment period will result in a fee adjustment of assessed tuition and fees based on the total credit hours of the final student enrollment.

4. All fee adjustment periods will be rounded to whole days and included in all student communication. In calculating the seventy-five percent (75%) and twenty-five percent (25%) fee adjustment periods for other than the fall and spring (i.e., summer sessions), the number of calendar days during the term will be considered.
 5. A full refund (one hundred percent [100%]) is provided on behalf of a student whose death occurs during the term. Any indebtedness should be offset against the refund.
 6. A one hundred percent (100%) refund will be provided for students who enroll under an advance registration system but who drop a course or courses prior to the beginning of the first day of class.
 7. A one hundred percent (100%) refund will be provided to students who are compelled by the University to withdraw when it is determined that through University error they were academically ineligible for enrollment or were not properly admitted to enroll for the course(s) being dropped. An appropriate official must certify in writing that this provision is applicable in each case.
 8. When courses are included in a regular term's registration process for administrative convenience, but the course does not begin until later in the term, the seventy-five percent (75%)/twenty-five percent (25%) fee adjustment periods will be based on the particular course's beginning and ending dates. This provision does not apply to classes during the fall or spring terms which may meet only once per week. Those courses will follow the same refund dates as other regular courses for the term.
 9. The fee adjustment is calculated as the difference between (1) the per credit hour cost of originally enrolled hours and (2) the per credit hour cost of the courses at final enrollment after adjustments have been applied for all courses dropped. Adjustments are calculated at the full per credit hour rate less the fee adjustment credit at the applicable fee adjustment percentage (regardless of the original number of hours enrolled). Not all drops/withdrawals will result in fee adjustments.
- D. Student Residence Facilities Rent and Meal Plan Refunds. Refund of student residence facility rent and meal plans after registration will be prorated on a weekly calendar basis when the student is forced to withdraw from the student residence facility or University:
1. Because of personal medical reasons confirmed in writing by a licensed physician, or
 2. At the request of the University for other than disciplinary reasons. Full refund will be made in the case of the death of the student. Withdrawals for other approved reasons will be subject to the same seventy-five percent (75%)/twenty-five percent (25%) fee adjustment periods as outlined for tuition and fees above.

Forms: none.

Revisions: June 5, 2017 (New); December 5, 2017; June 16, 2020; April 6, 2021; June 14, 2022.

Last Reviewed: June 2022.

References: T.C.A. §§ 49-4-930; 49-7-102; 49-7-113; 49-7-2301-2304; 49-8-109; 49-8-110;
Policies 100 Use of Campus Property and Facilities Scheduling; 501 Residency Classification; 640
Payment of Student Fees and Enrollment; 644 Installment Payment Plan.



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Capital Outlay Request**

PRESENTER: Bill Waits
Assistant Vice President, Campus Planning

BACKGROUND INFORMATION:

As part of the annual Capital Budget request process, Tennessee institutions of higher learning must submit their capital outlay project requests for state funding to the Tennessee Higher Education Commission (THEC). THEC ranks these project requests and issues project funding recommendations to the Governor of Tennessee based on their review scoring. The deadline for Capital Outlay projects to THEC is Friday, July 28, 2023.

The proposed MTSU capital outlay request for FY 2024-2025 is the New Academic Building project. This project provides academic classroom, class lab, faculty and staff office, and support space for selected Liberal Arts departments and the associated Center for Innovation and Leadership, History Museum, and MTSU archives and exhibit spaces that provide extensive community and educational outreach and scholarly initiative opportunities.

Academic usage includes the following departments: History, Political Science and International Relations, Sociology and Anthropology, and Global Studies and Human Geography, as well as the Center for Historic Preservation.

A 300-seat lecture hall is included in the scope of work to host public lectures and other community events in addition to academic classroom and University usage.

New Academic Building

Proposed FY 2024/2025 Capital Outlay Project Request

| | |
|---------------------------------|---|
| Estimated Gross Square Footage: | 130,000 gross square feet |
| Estimated Construction Cost: | \$87,500,000 |
| Total Project Cost: | \$99,500,000 |
| University Match funding: | \$ 7,921,000 (includes required gift funds) |
| Required Gift Funds: | \$ 2,601,000 |

The proposed project provides a state-of-the-art facility that will serve MTSU academics and strengthen broad community outreach and engagement.

In partnership with the included academic departments, the proposed facility contains exhibit, research, office, and support space for the Center for Innovation and Leadership, History Museum, and MTSU historical archives. Educational program includes classroom, class-lab, faculty and staff offices and support space for selected MTSU Liberal Arts Departments including History, Political Science and International Relations, Sociology and Anthropology, and Global Studies and Human Geography, as well as the Center for Historic Preservation, a THEC Center of Excellence.

The heart of these program functions will be extensive campus and community outreach and scholarly initiatives that engage multiple aspects of teaching and research. Faculty experts will draw upon primary sources in these archives to create civic engagement and educational outreach programs and develop innovative initiatives in the areas of Political Science, Civic Engagement, Public History, Communications, Journalism, International Relations, Health Sciences Policy, Leadership, and Entrepreneurship. A 300-seat lecture hall is included to host public lectures and other community events in addition to academic classroom and University use.

The MTSU 2016 Campus Master Plan prioritizes a Liberal Arts building as a “highest priority” project with the site location identified at the north end of the East Quad and directly east of the Academic Classroom Building housing Behavioral Health and Sciences.



Legend:

- 1. Proposed Site**
- 2. Academic Classroom Building
- 3. East Quadrangle
- 4. Student Union
- 5. Student Services and Admissions Center
- 6. Cummings Hall

Site Vicinity Map



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Capital Disclosures**

PRESENTER: Bill Waits
Assistant Vice President for Campus Planning

BACKGROUND INFORMATION:

In accordance with THEC Policy 4.0.6C concerning disclosure of projects funded through bonds, gifts, grants, or local funds, MTSU plans to submit five projects as part of the FY 2024/2025 MTSU Capital Budget Request.

Disclosure of a capital project is the first step in the project approval process and indicates an institution is considering a large-scale project investment but does not obligate the University to carry out the work identified.

Disclosure projects include: the P3 Student Housing Development, Student-Athlete Enhancement Center Addition, EV Charging Stations, New Parking Structure, and the Recreation Center Renovations projects.

Included in the materials is a summary of disclosure requests that is provided for review and approval.

Proposedd FY 2024/2025 Capital Disclosure List

The proposed projects will be added to the MTSU Disclosure List upon Board approval:

| Project | Project Description | Project Cost | Plant Funds | Funding Sources | |
|--|--|--------------|--------------|-----------------|--------------|
| | | | | Gifts | TSSBA Bonds |
| P3 Student Housing Development | Provide new student housing including dorm rooms, common areas, and support spaces. Site development, including demolition of the Womack Lane housing complex, will be required to facilitate the new development. Project will utilize a public-private partnership delivery. | \$84,000,000 | | | |
| Student-Athlete Enhancement Center Addition | Provide an addition and renovations to the Student-Athlete Enhancement Center located at Floyd Stadium. Project scope includes required site work and utility re-locations. | \$ 5,800,000 | \$ 5,800,000 | | |
| EV Charging Stations | Provide electric vehicle charging stations to existing parking locations campus-wide including necessary electrical infrastructure renovations and site improvements. | \$ 750,000 | \$ 750,000 | | |
| New Parking Structure | Construct a parking deck structure, site utility infrastructure, and all related work. | \$30,700,000 | | | \$30,700,000 |
| Recreation Center Renovations | Renovations to the MTSU Recreation Center including entrance modifications, site improvements, new access controls, and renovations to existing building systems. | \$ 6,700,000 | \$ 6,700,000 | | |

Full MTSU Capital Disclosure List

Capital Disclosure List as it will appear July 1, 2024 with approval of proposed FY2024/2025 projects:

| Project | Project Description | Disclosure Year | Project Cost | Funding Sources | |
|---|--|-----------------|---------------|-----------------|---------------|
| | | | | Plant Funds | TSSBA Bonds |
| Addition and Renovations to the Murphy Center | Additions and renovations to the Murphy Center including but not limited to: addition of a new entry and lobby space and renovations to the arena seating, basketball locker rooms, and practice courts. Site work includes a new plaza serving multiple MTSU Athletic facilities, site utilities, and all related work. Minor modifications to Floyd Stadium including replacement of aging fire sprinkler system and addition of modular boilers are also included in the scope of work. | FY 23/24 | \$ 59,000,000 | | \$ 59,000,000 |
| Multi-sport Indoor Practice Facility | Provide an enclosed, multi-sport indoor training facility to serve MTSU Athletics and student athletes. Project scope also includes site development, site utilities, and all related work. | FY 23/24 | \$ 28,400,000 | | \$ 28,400,000 |
| Athletic Video Board Upgrades | Replace video board, related audio systems, and control boards at Floyd Stadium and the Murphy Center that are at the end of their useful life | FY 23/24 | \$ 3,900,000 | | \$ 3,900,000 |
| P3 Student Housing Development | Provide new student housing including dorm rooms, common areas, and support spaces. Site development, including demolition of the Womack Lane housing complex, will be required to facilitate the new development. Project will utilize a public-private partnership delivery. | FY 24/25 | \$ 84,000,000 | | |
| Student-Athlete Enhancement Center Addition | Provide an addition and renovations to the Student-Athlete Enhancement Center located at Floyd Stadium. Project scope includes required site work and utility re-locations. | FY 24/25 | \$ 5,800,000 | \$ 5,800,000 | |
| EV Charging Stations | Provide electric vehicle charging stations to existing parking locations campus-wide including necessary electrical infrastructure renovations and site improvements. | FY 24/25 | \$ 750,000 | \$ 750,000 | |
| New Parking Structure | Construct a parking deck structure, site utility infrastructure, and all related work. | FY 24/25 | \$ 30,700,000 | | \$ 30,700,000 |
| Recreation Center Renovations | Renovations to the MTSU Recreation Center including entrance modifications, site improvements, new access controls, and renovations to existing building systems. | FY 24/25 | \$ 6,700,000 | \$ 6,700,000 | |



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Capital Maintenance Projects Submittal**

PRESENTER: Joe Whitefield
Assistant Vice President for Facilities Services

BACKGROUND INFORMATION:

The Board of Trustees is charged with approving the Capital Maintenance Project requests for Middle Tennessee State University for FY 2024-25 in conjunction with instructions received from the Tennessee Higher Education Commission (THEC).

Included in these materials are the FY 2024-25 Governing Board Maintenance Pools and Allocation(s) as provided by THEC for all public institutions.

These materials provide documentation to be submitted to THEC as follows:

- Summary of Capital Maintenance potential project requests for five years, FY 2024-25 thru FY 2028-29
- Capital Maintenance requests for thirteen (13) projects for FY 2024-25 totaling \$17,400,000

**THEC FY2024-25 Governing Board
Maintenance Pools and Allocations**

(Total Recommendation \$250,000,000)

| Governing Board | Maintenance Pool (%) | Maintenance Allocation (\$) |
|----------------------------|-----------------------------|------------------------------------|
| MTSU | 7.0% | \$17,400,000 |
| APSU | 3.4% | \$8,490,000 |
| ETSU | 6.8% | \$16,940,000 |
| TSU | 4.7% | \$11,780,000 |
| TTU | 5.1% | \$12,870,000 |
| UoM | 11.7% | \$29,290,000 |
| LGI Subtotal | 38.7% | \$87,879,000 |
| UT System Subtotal | 39.1% | \$97,650,000 |
| | | |
| TBR System Subtotal | 22.2% | \$55,580,000 |
| | | |
| Grand total | 100% | \$250,000,000 |

Note: Recent MTSU Capital Maintenance Allocation by FY
 FY 2023-24; \$5.0 million (2 projects)
 FY 2022-23; \$7.2 million (5 projects)
 FY 2021-22; \$9.9million (7 projects)
 FY 2020-21; \$4.6million (1 project)
 FY 2019-20; \$4.7million (5 projects)
 FY2018-19; \$8.2million (7 projects)
 FY2017-18; \$8.9million (5 projects)
 FY2016-17; \$6.7million (5 projects)
 FY2015-16; \$2.6million (1 project)

Capital Maintenance Request: FY2024-25

Governing Board: **Middle Tennessee**

2024-25

Maintenance **\$17,400,000** Total costs must fall within allocation.

Allocation:

| Fiscal Year | Priority* | Institution | Project | Project Cost | Project Description |
|-------------|-----------|-------------|--|--------------|---|
| 2024-25 | 1 | MTSU | Campus Fire/Life Safety Systems Updates Phase 1 | \$ 2,500,000 | Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents phase 1 of a 3 phase project. |
| 2024-25 | 2 | MTSU | Multiple Bldgs. Roof Repairs/Replacements Phase 1 | \$ 2,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. This request represents phase 1 of a 4 phase project. |
| 2024-25 | 3 | MTSU | Campus wide Lighting and Electrical Updates Phase 1 | \$ 1,000,000 | Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 1 of a 5 phase project. |
| 2024-25 | 4 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 1 | \$ 750,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 1 of a 6 phase project. |
| 2024-25 | 5 | MTSU | Multiple Bldgs Structural/Envelope Repairs Phase 1 | \$ 1,000,000 | Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 1 of a 5 phase project. |
| 2024-25 | 6 | MTSU | Campus Wide Access Controls and Security Updates Phase 1 | \$ 1,000,000 | Update of campus access control and security systems including hardware, software, and system components. This request represents phase 1 of a 3 phase project. |
| 2024-25 | 7 | MTSU | Central Plant and Campus Utilities Updates Phase 2 | \$ 1,000,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 2 of a 6 phase project. |

Capital Maintenance Request: FY2024-25

| Fiscal Year | Priority* | Institution | Project | Project Cost | Project Description |
|---------------------------|-----------|-------------|---|----------------------|--|
| 2024-25 | 8 | MTSU | Multiple Buildings Elevator Modernizations Phase 1 | \$ 2,400,000 | Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 1 of a 5 phase project. |
| 2024-25 | 9 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 2 | \$ 750,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 2 of a 6 phase project. |
| 2024-25 | 10 | MTSU | Campus wide Lighting and Electrical Updates Phase 2 | \$ 2,000,000 | Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 2 of a 5 phase project. |
| 2024-25 | 11 | MTSU | Multiple Bldgs. Roof Repairs/Replacements Phase 2 | \$ 1,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. This request represents Phase 2 of a 4 phase project. |
| 2024-25 | 12 | MTSU | Multiple Bldgs Structural/Envelope Repairs Phase 2 | \$ 1,000,000 | Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 2 of a 5 phase project. |
| 2024-25 | 13 | MTSU | Central Plant and Campus Utilities Updates Phase 3 | \$ 1,000,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and decentralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 3 of a 6 phase project. |
| Total Project Cost | | | | \$ 17,400,000 | |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|-------------|----------|-------------|---|--------------|--|
| 2025-26 | 1 | MTSU | Multiple Bldgs. Roof Repairs/Replacements Phase 3 | \$ 3,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. This request represents Phase 3 of a 4 phase project. |
| 2025-26 | 2 | MTSU | Multiple Buildings Elevator Modernizations Phase 2 | \$ 1,500,000 | Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 2 of a 5 phase project. |
| 2025-26 | 3 | MTSU | Central Plant and Campus Utilities Updates Phase 4 | \$ 1,500,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and decentralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 4 of a 6 phase project. |
| 2025-26 | 4 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 3 | \$ 2,000,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 3 of a 6 phase project. |
| 2025-26 | 5 | MTSU | Campus Wide Access Control and Security Updates Phase 2 | \$ 1,500,000 | Update of campus access control and security systems including hardware, software, and system components. This request represents phase 2 of a 3 phase project. |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|---------------------------|----------|-------------|--|---------------------|---|
| 2025-26 | 6 | MTSU | Several Buildings Plumbing and Restroom Upgrades Phase 1 | \$ 2,500,000 | Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project. |
| 2025-26 | 7 | MTSU | Non-Commercial Building Updates Phase 1 | \$ 500,000 | Address major HVAC, electrical, plumbing, interiors and exterior envelope for non-commercially constructed buildings on campus. This request represents phase 1 of a 2 phase project. |
| 2025-26 | 8 | MTSU | Campus wide Lighting and Electrical Updates Phase 3 | \$ 1,500,000 | Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 3 of a 5 phase project. |
| 2025-26 | 9 | MTSU | Multiple Buildings Hydronic Systems Renovation Phase 1 | \$ 500,000 | Repair and replacement of HVAC and Plumbing hydronic systems across campus. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project. |
| 2025-26 | 10 | MTSU | Campus Wide Sidewalk Repairs Phase 1 | \$ 500,000 | Repair and replacement of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 1 of a 3 phase project. |
| Total Project Cost | | | | \$15,000,000 | |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|-------------|----------|-------------|--|--------------|--|
| 2026-27 | 1 | MTSU | Campus Fire/Life Safety Systems Updates Phase 2 | \$ 1,750,000 | Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 2 of a 3 phase project. |
| 2026-27 | 2 | MTSU | Multiple Bldgs. Roof Repairs/Replacements Phase 4 | \$ 2,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. This request represents Phase 4 of a 4 phase project. |
| 2026-27 | 3 | MTSU | Multiple Buildings Elevator Modernizations Phase 3 | \$ 1,500,000 | Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 3 of a 5 phase project. |
| 2026-27 | 4 | MTSU | Central Plant and Campus Utilities Updates Phase 5 | \$ 1,500,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and decentralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 5 of a 6 phase project. |
| 2026-27 | 5 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 4 | \$ 2,000,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 4 of a 6 phase project. |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|---------------------------|----------|-------------|---|---------------------|---|
| 2026-27 | 6 | MTSU | Multiple Bldgs Structural/Envelope Repairs Phase 3 | \$ 2,000,000 | Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 3 of a 5 phase project. |
| 2026-27 | 7 | MTSU | Science Building HVAC and Exhaust Updates | \$ 2,500,000 | Replace and upgrade existing HVAC components to address operational deficiencies, re-balance and retro-commission existing systems, and implement energy conservation measures. |
| 2026-27 | 8 | MTSU | Campus Wide Access Control and Security Updates Phase 3 | \$ 1,500,000 | Update of campus access control and security systems including hardware, software, and system components. This request represents phase 3 of a 3 phase project. |
| 2026-27 | 9 | MTSU | Storm Water BMP Updates | \$ 750,000 | Storm water improvements to meet best management practices. |
| Total Project Cost | | | | \$13,750,000 | |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|-------------|----------|-------------|--|--------------|--|
| 2027-28 | 1 | MTSU | Multiple Bldgs Structural/Envelope Repairs Phase 4 | \$ 2,000,000 | Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 4 of a 5 phase project. |
| 2027-28 | 2 | MTSU | Multiple Buildings Elevator Modernizations Phase 4 | \$ 1,500,000 | Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 4 of a 5 phase project. |
| 2027-28 | 3 | MTSU | Multiple Bldgs. Roof Repairs/Replacements Phase 4 | \$ 2,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. This request represents Phase 4 of a 4 phase project. |
| 2027-28 | 4 | MTSU | Central Plant and Campus Utilities Updates Phase 6 | \$ 2,000,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and decentralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 6 of a 6 phase project. |
| 2027-28 | 5 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 5 | \$ 1,500,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 5 of a 6 phase project. |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|---------------------------|----------|-------------|---|---------------------|---|
| 2027-28 | 6 | MTSU | Several Buildings Plumbing and Restroom Upgrades | \$ 2,500,000 | Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 2 of a 3 phase project. |
| 2027-28 | 7 | MTSU | Non-Commercial Building Updates Phase 2 | \$ 500,000 | Address major HVAC, electrical, plumbing, interiors and exterior envelope for non-commercially constructed buildings on campus. This request represents phase 2 of a 2 phase project. |
| 2027-28 | 8 | MTSU | Campus wide Lighting and Electrical Updates Phase 4 | \$ 1,500,000 | Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 4 of a 5 phase project. |
| 2027-28 | 9 | MTSU | Multiple Buildings Hydronic Systems Renovation | \$ 500,000 | Identification and replacement of existing hydronic systems across campus that have met or exceeded the anticipated service life. This request represents phase 2 of a 3 phase project. |
| 2027-28 | 10 | MTSU | Campus Wide Sidewalk Repairs Phase 2 | \$ 500,000 | Repair and replacement of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 2 of a 3 phase project. |
| Total Project Cost | | | | \$14,500,000 | |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|-------------|----------|-------------|--|--------------|--|
| 2028-29 | 1 | MTSU | Campus Fire/Life Safety Systems Updates Phase 3 | \$ 1,750,000 | Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 3 of a 3 phase project. |
| 2028-29 | 2 | MTSU | Multiple Bldgs. Roof Repairs/Replacements | \$ 2,000,000 | Roof repairs and replacements for multiple buildings on campus and all related work. |
| 2028-29 | 3 | MTSU | Multiple Buildings Elevator Modernizations Phase 5 | \$ 1,500,000 | Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 5 of a 5 phase project. |
| 2028-29 | 4 | MTSU | Central Plant and Campus Utilities Updates | \$ 1,000,000 | Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxiliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and decentralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, storm water infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. |
| 2028-29 | 5 | MTSU | Multiple Bldgs HVAC and Controls Updates Phase 6 | \$ 1,000,000 | Identification and replacement of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 6 of a 6 phase project. |
| 2028-29 | 6 | MTSU | Multiple Bldgs Structural/Envelope Repairs Phase 5 | \$ 2,000,000 | Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 5 of a 5 phase project. |

Capital Maintenance Out-Years: FY 2025-26 through 2028-29

| Fiscal Year | Priority | Institution | Project | Project Cost | Project Description |
|---------------------------|----------|-------------|---|----------------------|---|
| 2028-29 | 7 | MTSU | Campus wide Lighting and Electrical Updates Phase 5 | \$ 2,000,000 | Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 5 of a 5 phase project. |
| 2028-29 | 8 | MTSU | Several Buildings Plumbing and Restroom Upgrades | \$ 2,500,000 | Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 3 of a 3 phase project. |
| 2028-29 | 9 | MTSU | Multiple Buildings Hydronic Systems Renovation | \$ 500,000 | Identification and replacement of existing hydronic systems across campus that have met or exceeded the anticipated service life. This request represents phase 3 of a 3 phase project. |
| 2028-29 | 10 | MTSU | Campus Wide Sidewalk Repairs Phase 3 | \$ 500,000 | Repair and replacement of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 3 of a 3 phase project. |
| Total Project Cost | | | | \$ 13,000,000 | |

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Fire/Life Safety Systems Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| 3 | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 1 of a 3 phase project.

Proj. Type:
 If new const., is it in the Master Plan:
 If new will it add to E&G?:

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--|---------------------------------------|
| | <input type="text" value="4,750,000"/> | <input type="text" value="1,990,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="475,000"/> | <input type="text" value="199,000"/> | |
| | <input type="text" value="5,225,000"/> | <input type="text" value="2,189,000"/> | |
| | <input type="text" value="410,543"/> | <input type="text" value="184,517"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="364,457"/> | <input type="text" value="126,483"/> | |
| | <input type="text" value="6,000,000"/> | <input type="text" value="2,500,000"/> | |

Bid Target
 Contingency: percent
MACC (Maximum Allowable Construction Cost)
 Fee:

| 6 Funding Request: | THIS REQUEST |
|--|--|
| <input type="text" value="6,000,000"/> | <input type="text" value="2,500,000"/> |
| <input type="text" value="0"/> | <input type="text" value="0"/> |

STATE funds
 FEDERAL funds
 Local and Institutional Funds

| 7 Previous SBC Approved Funding: | fund year | description |
|---|--------------------------------|-------------|
| already approved for existing SBC project | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| <input type="text" value="2,500,000"/> | <input type="text" value="0"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Campus Fire/Life Safety Systems Updates Phase 1

A. Architectural Program Scope

Modernization of the Fire Alarm and Fire Sprinkler Systems shall take place in the following buildings to include, but are not limited to Cope Administration, John C. Bragg Media and Entertainment, Dyslexia Center, Kirksey Old Main,/Midgett, Todd Hall, Alumni Memorial Gym, and the Paul Martin Honors buildings. This is a multi-phase project that consists of the fire sprinkler and fire alarms systems in the buildings listed above as well as any systems not funded in the FY 2017-2018 Life Safety Fire Alarm System Upgrades Phase I project list.

B. Evidence of Physical Facility Need

A review of the fire alarm systems in the listed buildings has revealed that the combination of age, condition, past work order history, occurrence of repair, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

Systems were installed in the following years: Cope Administration Building - 2002, John C. Bragg Media and Entertainment Building - 1997, Dyslexia Center Building - 2, KOM/Midgett Building - 2002, Andrew Todd Hall - 2004, Alumni Memorial Gym - 2006, Paul W. Martin Honors College - 2003.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

Cope Administration Building: 70; John C. Bragg Media and Entertainment Building:70; Dyslexia Center Building:70; KOM/Midgett Building:70; Andrew Todd Hall:70; Alumni Memorial Gym:70; Paul W. Martin Honors College:70

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs. Roof Repairs/Replacements Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Roof repair and replacements for multiple buildings on campus and all related work. This request represents Phase 1 of a 4 phase project.

Proj. Type:

If new const., is it in the Master Plan?

If new will it add to E&G?

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--|---------------------------------------|
| | <input type="text" value="6,350,000"/> | <input type="text" value="1,575,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="635,000"/> | <input type="text" value="157,500"/> | |
| | <input type="text" value="6,985,000"/> | <input type="text" value="1,732,500"/> | |
| | <input type="text" value="536,679"/> | <input type="text" value="148,952"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="478,321"/> | <input type="text" value="118,548"/> | |
| | <input type="text" value="8,000,000"/> | <input type="text" value="2,000,000"/> | |

| | |
|---|---|
| <input type="text" value="0"/> | Building Construction |
| <input type="text" value="0"/> | Site & Utilities |
| <input type="text" value="0"/> | Built-in Equipment |
| Bid Target | |
| <input type="text" value="10.00"/> | Contingency: <input type="text" value="10.00"/> percent |
| MACC (Maximum Allowable Construction Cost) | |
| <input type="text" value="35/LogP-1.15= 7.68330197"/> | Fee: |
| <input type="text" value="Renovation"/> | |
| <input type="text" value="0"/> | Movable Equipment |
| <input type="text" value="0"/> | first other |
| <input type="text" value="0"/> | second other |
| <input type="text" value="0"/> | Administration & Miscellaneous |
| Total Cost | |

6 Funding Request:

THIS REQUEST

STATE funds
 FEDERAL funds
 Local and Institutional Funds

7 Previous SBC Approved Funding:

fund year description

already approved for existing SBC project
 plus This Request

8 SBC Action:

If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Multiple Bldgs. Roof Repairs/Replacements Phase 1

A. Architectural Program Scope

The repair and/or replacement of the roofs are necessary to maintain overall building conditions for Peck Hall, Storage Warehouse, 1403 East Main, Jones Hall, College Heights, Greenhouse, Bragg, Pittard Campus School, ROTC Annex, and other non-commercial campus and off-campus buildings. This project needs to include replacement roofing and flashing: rework of coping, parapets, and other roof details as required; provide insulation to comply with current standards; provide drainage for roof surfaces & gutters; and provide roof ice snow guards where needed to prevent the build up of ice on roofs.

B. Evidence of Physical Facility Need

Each building has lapsed warranties for the existing roofs, deterioration of the roofing material, and poor performance of the existing roofs which necessitates replacement. Increased occurrence of leaks requires flashings to be reworked or replaced. The increase in the quantity and severity of roof, flashing, parapet wall leaks is causing an increase in the cost of repairs needed to the interior of the buildings due to the leaks.

C. Historical Profile

Peck Hall was constructed in 1968 and is used for classrooms and offices. Peck Hall's last roofing project occurred in 1985 with SBC project 166/09-01-1985. The Storage Warehouse was originally constructed in 1978. 1403 East Main St building roof was installed in 1986.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2022 Peck Hall Roof PFIS Score:60; 2022 Storage Warehouse Roof PFIS Score:50; 2022 1403 East Main St. Roof PFIS Score: 80, 2022 ROTC Annex Roof PFIS Score: 50, 2022 James Union Building Roof PFIS Score: 70, College Heights Roof PFIS Score: 70, 2022 1403 East Main St. Roof PFIS overall score of 80 includes older unrestored portions of the roof that would have a PFIS score at or below 70 if scored separately.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus wide Lighting and Electrical Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|------|--------------|------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | 0 | Gross Sq.Ft. | 0 |
| <input type="checkbox"/> | Disclosure | 0 | Net Sq.Ft. | 0 |
| <input checked="" type="checkbox"/> | Designer Required | 0.00 | Cost/Sq.Ft. | 0.00 |

4 Project Description:

Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 1 of a 5 phase project.

Proj. Type:

If new const., is it in the Master Plan:

If new will it add to E&G?:

| 5 Total Project | | This Request | | Estimated Building Construction Cost: <input type="text" value="0"/> | |
|------------------------|--|---------------------|---|--|--|
| 6,300,000 | | 750,000 | Building Construction | | |
| 0 | | 0 | Site & Utilities | | |
| 0 | | 0 | Built-in Equipment | | |
| 6,300,000 | | 750,000 | Bid Target | | |
| 630,000 | | 75,000 | Contingency: | 10.00 | 10.00 percent |
| 6,930,000 | | 825,000 | MACC (Maximum Allowable Construction Cost) | | |
| 532,774 | | 75,725 | Fee: | 35/LogP-1.15= | 7.68793725 <input type="text" value="Renovation"/> |
| | | 0 | Movable Equipment | | |
| | | 0 | first other | | |
| | | 0 | second other | | |
| 537,226 | | 99,275 | Administration & Miscellaneous | | |
| 8,000,000 | | 1,000,000 | Total Cost | | |

| 6 Funding Request: | THIS REQUEST | |
|---------------------------|--------------|--|
| 8,000,000 | 1,000,000 | STATE funds |
| 0 | 0 | FEDERAL funds |
| | | Local and Institutional Funds <input type="text"/> |

| 7 Previous SBC Approved Funding: | fund year | description |
|---|-----------|-------------|
| already approved for existing SBC project | 0 | |
| 0 | 0 | |
| plus This Request | 0 | |
| 1,000,000 | 0 | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: [Middle Tennessee State University](#)

Project: [Campus wide Lighting and Electrical Updates Phase 1](#)

A. Architectural Program Scope

The project will include repair and replacement of existing building electrical systems including panelboards, breakers, switches, receptacles, wiring, metering, and all related work. The campus is also currently served by 13 different interior lighting control systems of varying age and condition. Interior lighting, lighting controls, and the associated components (i.e. controllers, mechoshades, etc.) will be re-configured and replaced as necessary to provide a consolidated and updated system to serve the campus. Site lighting and lighting controls associated with multiple buildings on campus will also be updated to provide improved illumination and increased security.

B. Evidence of Physical Facility Need

The electrical systems identified for removal and replacement are at or near the end of the anticipated service life. In addition, the existing condition and work order history demonstrates the need for updating these systems. Building lighting and lighting controls to be replaced in this project are either past their expected service life span or currently present ongoing maintenance and operational issues that require frequent attention. Consolidation around a campus standard approach for these systems will reduce time and effort spent troubleshooting and repairing these systems. Site lighting and lighting controls are needed to address improve light levels in various locations to increase campus security.

C. Historical Profile

N/A

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs HVAC and Controls Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This project represents phase 1 of a 6 phase project.

Proj. Type

If new const., is it in the Master Plan

If new will it add to E&G?

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--------------------------------------|---|
| | <input type="text" value="6,220,000"/> | <input type="text" value="550,000"/> | <input type="text" value="0"/> |
| | | 0 Building Construction | |
| | | 0 Site & Utilities | |
| | | 0 Built-in Equipment | |
| | <hr/> | <hr/> | |
| | <input type="text" value="6,220,000"/> | <input type="text" value="550,000"/> | Bid Target |
| | <input type="text" value="622,000"/> | <input type="text" value="55,000"/> | Contingency: <input type="text" value="10.00"/> <input type="text" value="10.00"/> percent |
| | <hr/> | <hr/> | |
| | <input type="text" value="6,842,000"/> | <input type="text" value="605,000"/> | MACC (Maximum Allowable Construction Cost) |
| | <input type="text" value="526,522"/> | <input type="text" value="57,146"/> | Fee: <input type="text" value="35/LogP-1.15="/> <input type="text" value="7.69544260"/> <input type="text" value="Renovation"/> |
| | | 0 Movable Equipment | |
| | | first other | |
| | | second other | |
| | <input type="text" value="0"/> | | |
| | <hr/> | <hr/> | |
| | <input type="text" value="631,478"/> | <input type="text" value="87,854"/> | Administration & Miscellaneous |
| | <hr/> | <hr/> | |
| | <input type="text" value="8,000,000"/> | <input type="text" value="750,000"/> | Total Cost |

| 6 Funding Request: | THIS REQUEST |
|--|--|
| <input type="text" value="8,000,000"/> | <input type="text" value="750,000"/> |
| <input type="text" value="0"/> | STATE funds |
| | 0 FEDERAL funds |
| | Local and Institutional Funds <input type="text"/> |

| 7 Previous SBC Approved Funding: | fund year | description |
|---|--------------------------------|-------------|
| already approved for existing SBC project | <input type="text" value="0"/> | |
| <input type="text" value="0"/> | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| <input type="text" value="750,000"/> | <input type="text" value="0"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Multiple Bldgs HVAC and Controls Updates Phase 1

A. Architectural Program Scope

The project will replace aged mechanical equipment on campus including, but not limited to Variable Frequency Drives (VFDs), pumps, heat exchangers, fans, motors, fan coil units, Variable Air Volume (VAV) boxes, etc. The project will also identify all legacy hardware and software control elements on campus served by the Siemens control system. All legacy pneumatics, valves, dampers, actuators, sensors, wiring, freeze protection, flow meters, airflow measuring stations, VFDs, etc. in multiple buildings will be removed and replaced. Hydronic piping including HVAC piping, domestic water piping, sanitary sewer piping, and all related work is also included.

B. Evidence of Physical Facility Need

The mechanical equipment and piping identified for removal and replacement is at or near the end of the anticipated service life. In addition, the condition, work order history, and lack of availability of parts demonstrates the need for updating this equipment. With the migration of all control components to Direct Digital Control (DDC) over the past 20 years, the remaining pneumatic components on campus are outdated and in need of immediate replacement. The remaining legacy devices (sensors, flow stations, dampers, actuators, etc.) are at the end of their anticipated service life and in need of replacement.

C. Historical Profile

The American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) lists the anticipated service life for the following equipment: VAV boxes and fan coil units - 20 years, Dampers - 20 years, Fans - 15-25 years, Heat Exchangers - 24 years, Pumps - 20 years, motors - 18 years, starters - 17 years, Controls - 15-20 years, actuators - 15-20 years. The equipment and controls to be replaced in this project are currently at or exceed the ages included in this list.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs Structural/Envelope Repairs Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2024-25

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|------|--------------|------------|
| <input type="checkbox"/> | Capital Outlay | | Gross Sq.Ft. | 0 |
| <input checked="" type="checkbox"/> | Capital Maintenance | 0 | Net Sq.Ft. | 0 |
| <input type="checkbox"/> | Disclosure | 0 | Cost/Sq.Ft. | 0.00 |
| <input checked="" type="checkbox"/> | Designer Required | 0.00 | | |

4 Project Description:

Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This project represents phase 1 of a 5 phase project.

Proj. Type: Maintenance

If new const., is it in the Master Plan: No

If new will it add to E&G?: No

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|---------------|--------------|---|
| | 6,220,000 | 750,000 | 0 |
| | | 0 | Building Construction |
| | | 0 | Site & Utilities |
| | | 0 | Built-in Equipment |
| | 6,220,000 | 750,000 | Bid Target |
| | 622,000 | 75,000 | Contingency: 10.00 10.00 percent |
| | 6,842,000 | 825,000 | MACC (Maximum Allowable Construction Cost) |
| | 526,522 | 75,725 | Fee: 35/LogP-1.15= 7.69544260 |
| | | 0 | Movable Equipment |
| | | | first other |
| | | | second other |
| | 0 | | Administration & Miscellaneous |
| | 631,478 | 99,275 | Total Cost |
| | 8,000,000 | 1,000,000 | |

6 Funding Request:

| | THIS REQUEST | |
|-----------|--------------|-------------------------------|
| 8,000,000 | 1,000,000 | STATE funds |
| 0 | 0 | FEDERAL funds |
| | | Local and Institutional Funds |

7 Previous SBC Approved Funding:

| | fund year | description |
|---|-----------|-------------|
| already approved for existing SBC project | 0 | |
| 0 | 0 | |
| plus This Request | 0 | |
| 1,000,000 | 0 | |

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: [Middle Tennessee State University](#)

Project: [Multiple Bldgs Structural/Envelope Repairs Phase 1](#)

A. Architectural Program Scope

To repair or replace existing doors, windows, overhands, and exterior building cladding in multiple buildings as necessary to improve the integrity of the exterior envelope and to reduce water intrusion into buildings. To repair or replace existing structural components of multiple buildings including the supports for the WMOT tower.

B. Evidence of Physical Facility Need

Reviewing the Facilities Surveys for various buildings, combined with visual inspections, shows the need for reconditioning and improving the exterior conditions of buildings on campus to prevent damage from water intrusion and to improve energy efficiency.

C. Historical Profile

Buildings on campus 35 years old or greater to be addressed including but not limited to Tennessee Livestock Center, Miller Education Center, Kirksey Old Main, Alumni Memorial Gym, Boutwell Dramatic Arts, Tucker Theater, Saunders Fine Arts, Wright Music, Jones Hall, McFarland, Stark Ag, Keathley University Center, Learning Resource Center, Peck Hall, and Todd Hall.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Wide Access Control and Security Updates
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Update of campus access control and security systems including hardware, software, and system components. This request represents phase 1 of a 3 phase project.

Proj. Type:

If new const., is it in the Master Plan?

If new will it add to E&G?

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--|---------------------------------------|
| | <input type="text" value="3,100,000"/> | <input type="text" value="760,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="310,000"/> | <input type="text" value="76,000"/> | |
| | <input type="text" value="3,410,000"/> | <input type="text" value="836,000"/> | |
| | <input type="text" value="277,158"/> | <input type="text" value="76,642"/> | |
| | <input type="text" value="312,842"/> | <input type="text" value="87,358"/> | |
| | <input type="text" value="4,000,000"/> | <input type="text" value="1,000,000"/> | |

| | |
|---|--|
| <input type="text" value="0"/> | Building Construction |
| <input type="text" value="0"/> | Site & Utilities |
| <input type="text" value="0"/> | Built-in Equipment |
| Bid Target | |
| <input type="text" value="10.00"/> | Contingency: <input type="text" value="10.00"/> percent |
| MACC (Maximum Allowable Construction Cost) | |
| <input type="text" value="35/LogP-1.15= 8.12780910"/> | Fee: <input type="text" value="35/LogP-1.15= 8.12780910"/> |
| <input type="text" value="0"/> | Movable Equipment |
| <input type="text" value="0"/> | first other |
| <input type="text" value="0"/> | second other |
| <input type="text" value="0"/> | Administration & Miscellaneous |
| Total Cost | |

6 Funding Request:

| Funding Request | THIS REQUEST |
|--|--|
| <input type="text" value="4,000,000"/> | <input type="text" value="1,000,000"/> |
| <input type="text" value="0"/> | STATE funds |
| <input type="text" value="0"/> | FEDERAL funds |
| <input type="text" value="0"/> | Local and Institutional Funds |

7 Previous SBC Approved Funding:

| | fund year | description |
|---|--|-------------|
| already approved for existing SBC project | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| Total | <input type="text" value="1,000,000"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: [Middle Tennessee State University](#)

Project: [Campus Wide Access Control and Security Updates](#)

A. Architectural Program Scope

To provide new control boards, panels, servers, card readers, door hardware, door controllers, security cameras, and associated hardware and software elements required for updating the existing Lenel and Avigilon electronic access and security systems on campus.

B. Evidence of Physical Facility Need

Various components of the electronic access control and security systems on campus are in poor condition and past their anticipated service life. Lack of available of parts and ongoing service issues present operational challenges for the university. Modernization is required to provide consistently reliable serves of these critical systems.

C. Historical Profile

Most components identified for replacement are between 10-20 years old and are either at or past their anticipated service life.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Central Plant and Campus Utilities Updates Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This project represents phase 2 of a 6 phase project.

Proj. Type:
 If new const., is it in the Master Plan:
 If new will it add to E&G?:

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|---|--|---------------------------------------|
| | <input type="text" value="10,400,000"/> | <input type="text" value="760,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="10,400,000"/> | <input type="text" value="760,000"/> | |
| | <input type="text" value="1,040,000"/> | <input type="text" value="76,000"/> | |
| | <input type="text" value="11,440,000"/> | <input type="text" value="836,000"/> | |
| | <input type="text" value="847,095"/> | <input type="text" value="76,642"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="712,905"/> | <input type="text" value="87,358"/> | |
| | <input type="text" value="13,000,000"/> | <input type="text" value="1,000,000"/> | |

Bid Target: 10.00 percent
 MACC (Maximum Allowable Construction Cost) Fee: 35/LogP-1.15= 7.40467932

6 Funding Request:

| | THIS REQUEST |
|---|--|
| <input type="text" value="13,000,000"/> | <input type="text" value="1,000,000"/> |
| <input type="text" value="0"/> | <input type="text" value="0"/> |

STATE funds
 FEDERAL funds
 Local and Institutional Funds

7 Previous SBC Approved Funding:

| | fund year | description |
|---|--|--|
| already approved for existing SBC project | <input type="text" value="5,000,000"/> | <input type="text" value="23/24 Pending"/> |
| <input type="text" value="5,000,000"/> | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| <input type="text" value="1,000,000"/> | <input type="text" value="0"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Central Plant and Campus Utilities Updates Phase 2

A. Architectural Program Scope

Taking place throughout the nearly 500 acre boundary of the main campus, this project is intended to address necessary repairs, replacement, and updating of the aging central chilled water plant and utilities infrastructure. All aging equipment in the Central Chilled Water and Satellite Chilled Water plants is included in this scope. The site utilities include, but are not limited to, the underground electrical, chilled water, steam, steam condensate, steam manhole, sanitary sewer, domestic water, hot water, and backflow preventers, and stormwater infrastructure. The project also includes all decentralized chilled water systems, hot water systems, heat exchangers, pumps, and all related work.

B. Evidence of Physical Facility Need

Age, condition, and available capacity for the centralized chilled water equipment on campus necessitates the replacement of equipment. Due to age, condition, settling, and localized disturbances, portions of the campus' utility infrastructure is in various stages of considerable deterioration and is at risk for failure. Potential power outages, local failures at various sections of sanitary sewer, deteriorated piping insulation systems, and steaming manholes have been observed and noted in the campus' work order system. Infrared surveys have shown evidence of steam and steam condensate leaks underground. In addition, a survey completed by the Murfreesboro Water Resources Dept. showed numerous locations around campus that need to be addressed.

C. Historical Profile

Existing sanitary sewer line installations date back to 1911 in some cases. Other sewer lines needing improvement are over 50 years old and were installed as brittle clay pipe. Refer to the 2016 Master Plan info for age of chilled water, steam, and steam condensate piping. Underground domestic water piping installations range from 1960 to 1968 in various sections. Thermal imaging of the steam and steam condensate systems is also provided from a 2016 report.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

Central Chilled Water Utility Plant: 80

3.1 DB70

1 **Department:** Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Buildings Elevator Modernizations Phase 1
City/County: Murfreesboro/Rutherford

2 **Fiscal Year:**

| 3 | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 **Project Description:**

Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This project represents phase 1 of a 5 phase project.

Proj. Type

If new const., is it in the Master Plan

If new will it add to E&G?

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--|---------------------------------------|
| | <input type="text" value="6,600,000"/> | <input type="text" value="1,910,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="660,000"/> | <input type="text" value="191,000"/> | |
| | <input type="text" value="7,260,000"/> | <input type="text" value="2,101,000"/> | |
| | <input type="text" value="556,170"/> | <input type="text" value="177,709"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="583,830"/> | <input type="text" value="121,291"/> | |
| | <input type="text" value="8,400,000"/> | <input type="text" value="2,400,000"/> | |

Building Construction
 Site & Utilities
 Built-in Equipment
Bid Target
 Contingency: percent
MACC (Maximum Allowable Construction Cost)
 Fee:

Movable Equipment
 first other
 second other
 Administration & Miscellaneous
Total Cost

6 **Funding Request:**

THIS REQUEST

STATE funds
 FEDERAL funds
 Local and Institutional Funds

7 **Previous SBC Approved Funding:**

already approved for existing SBC project

 plus This Request

fund year description

8 **SBC Action:**

If an existing project, SBC Project No.:

9 **Designer:**

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Multiple Buildings Elevator Modernizations Phase 1

A. Architectural Program Scope

To provide the necessary modernization and/or repairs of passenger and freight elevators including but not limited to those located in James Walker Library, Miller Education Center, Business and Aerospace Building, Bragg Media and Entertainment Building, Jones Hall, Telecom Building, Todd Art Building, Wright Music Building, James Union Building, Murphy Center, and Honors College Building

B. Evidence of Physical Facility Need

A review of the facilities' elevator inventory for these buildings, combined with age, general condition, past work order history, visual inspections, occurrence of repair, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

Elevators were installed in the buildings listed in the following year:

James Walker Library - 1997, Peck Hall - 2005, Miller Education Center - 1998, Cason Kennedy Nursing Building - 1994, Business and Aerospace Building - 1995, Bragg Media and Entertainment Building - 1990, Andrew Todd Hall - 2004, James Union Building - 2002, Murphy Center - 2004.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

James Walker Library - Score 60 based on survey in 2021; Peck Hall - Score of 70 based on survey in 2021 review; Miller Education Center scored a 70 based on a 2019 review; Cason Kennedy scored a 60 based on a 2021 survey; BAS scored a 70 based on a 2019 survey; Bragg scored a 70 based on a 2017 survey; Todd Hall scored a 70 based on a 2021 survey; JUB scored a 70 based on a 2019 review; and Murphy Center scored a 70 based on a 2021 survey.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs HVAC and Controls Updates Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This project represents phase 2 of a 6 phase project.

Proj. Type:
 If new const., is it in the Master Plan:
 If new will it add to E&G?:

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--------------------------------------|---------------------------------------|
| | <input type="text" value="6,220,000"/> | <input type="text" value="550,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="6,220,000"/> | <input type="text" value="550,000"/> | |
| | <input type="text" value="622,000"/> | <input type="text" value="55,000"/> | |
| | <input type="text" value="6,842,000"/> | <input type="text" value="605,000"/> | |
| | <input type="text" value="526,522"/> | <input type="text" value="57,146"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="631,478"/> | <input type="text" value="87,854"/> | |
| | <input type="text" value="8,000,000"/> | <input type="text" value="750,000"/> | |

Building Construction:
 Site & Utilities:
 Built-in Equipment:
Bid Target
 Contingency: percent
MACC (Maximum Allowable Construction Cost)
 Fee:

Movable Equipment:
 first other:
 second other:
 Administration & Miscellaneous:
Total Cost

6 Funding Request:

| Funding Request | THIS REQUEST |
|--|--------------------------------------|
| <input type="text" value="8,000,000"/> | <input type="text" value="750,000"/> |
| <input type="text" value="0"/> | <input type="text" value="0"/> |

STATE funds:
 FEDERAL funds:
 Local and Institutional Funds:

7 Previous SBC Approved Funding:

| | fund year | description |
|---|--------------------------------|----------------------|
| already approved for existing SBC project | <input type="text" value="0"/> | <input type="text"/> |
| plus This Request | <input type="text" value="0"/> | <input type="text"/> |
| 750,000 | <input type="text" value="0"/> | <input type="text"/> |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Multiple Bldgs HVAC and Controls Updates Phase 2

A. Architectural Program Scope

The project will replace aged mechanical equipment on campus including, but not limited to Variable Frequency Drives (VFDs), pumps, heat exchangers, fans, motors, fan coil units, Variable Air Volume (VAV) boxes, etc. The project will also identify all legacy hardware and software control elements on campus served by the Siemens control system. All legacy pneumatics, valves, dampers, actuators, sensors, wiring, freeze protection, flow meters, airflow measuring stations, VFDs, etc. in multiple buildings will be removed and replaced. Hydronic piping including HVAC piping, domestic water piping, sanitary sewer piping, and all related work is also included.

B. Evidence of Physical Facility Need

The mechanical equipment and piping identified for removal and replacement is at or near the end of the anticipated service life. In addition, the condition, work order history, and lack of availability of parts demonstrates the need for updating this equipment. With the migration of all control components to Direct Digital Control (DDC) over the past 20 years, the remaining pneumatic components on campus are outdated and in need of immediate replacement. The remaining legacy devices (sensors, flow stations, dampers, actuators, etc.) are at the end of their anticipated service life and in need of replacement.

C. Historical Profile

The American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) lists the anticipated service life for the following equipment: VAV boxes and fan coil units - 20 years, Dampers - 20 years, Fans - 15-25 years, Heat Exchangers - 24 years, Pumps - 20 years, motors - 18 years, starters - 17 years, Controls - 15-20 years, actuators - 15-20 years. The equipment and controls to be replaced in this project are currently at or exceed the ages included in this list.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus wide Lighting and Electrical Updates Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|------|--------------|------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | 0 | Gross Sq.Ft. | 0 |
| <input type="checkbox"/> | Disclosure | 0 | Net Sq.Ft. | 0 |
| <input checked="" type="checkbox"/> | Designer Required | 0.00 | Cost/Sq.Ft. | 0.00 |

4 Project Description:

Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 2 of a 5 phase project.

Proj. Type:

If new const., is it in the Master Plan:

If new will it add to E&G?:

| 5 Total Project | | This Request | | Estimated Building Construction Cost: <input type="text" value="0"/> | |
|------------------------|--|---------------------|---|--|--|
| 6,300,000 | | 1,585,000 | Building Construction | | |
| 0 | | 0 | Site & Utilities | | |
| 0 | | 0 | Built-in Equipment | | |
| 6,300,000 | | 1,585,000 | Bid Target | | |
| 630,000 | | 158,500 | Contingency: 10.00 percent | | |
| 6,930,000 | | 1,743,500 | MACC (Maximum Allowable Construction Cost) | | |
| 532,774 | | 149,817 | Fee: 35/LogP-1.15= 7.68793725 | <input type="text" value="Renovation"/> | |
| | | | 0 Movable Equipment | | |
| | | | 0 first other | | |
| | | | 0 second other | | |
| 537,226 | | 106,683 | Administration & Miscellaneous | | |
| 8,000,000 | | 2,000,000 | Total Cost | | |

| 6 Funding Request: | THIS REQUEST | |
|---------------------------|--------------|-------------------------------|
| 8,000,000 | 2,000,000 | STATE funds |
| 0 | 0 | FEDERAL funds |
| | | Local and Institutional Funds |

| 7 Previous SBC Approved Funding: | fund year | description |
|---|-----------|-------------|
| already approved for existing SBC project | 0 | |
| | 0 | |
| plus This Request | 0 | |
| 2,000,000 | 0 | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: [Middle Tennessee State University](#)

Project: [Campus wide Lighting and Electrical Updates Phase 2](#)

A. Architectural Program Scope

The project will include repair and replacement of existing building electrical systems including panelboards, breakers, switches, receptacles, wiring, metering, and all related work. The campus is also currently served by 13 different interior lighting control systems of varying age and condition. Interior lighting, lighting controls, and the associated components (i.e. controllers, mechoshades, etc.) will be re-configured and replaced as necessary to provide a consolidated and updated system to serve the campus. Site lighting and lighting controls associated with multiple buildings on campus will also be updated to provide improved illumination and increased security.

B. Evidence of Physical Facility Need

The electrical systems identified for removal and replacement are at or near the end of the anticipated service life. In addition, the existing condition and work order history demonstrates the need for updating these systems. Building lighting and lighting controls to be replaced in this project are either past their expected service life span or currently present ongoing maintenance and operational issues that require frequent attention. Consolidation around a campus standard approach for these systems will reduce time and effort spent troubleshooting and repairing these systems. Site lighting and lighting controls are needed to address improve light levels in various locations to increase campus security.

C. Historical Profile

N/A

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 **Department:** Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs. Roof Repairs/Replacements Phase 2
City/County: Murfreesboro/Rutherford

2 **Fiscal Year:** 2024-25

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|------------|--------------|-------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | 0 | Gross Sq.Ft. | 0 |
| <input type="checkbox"/> | Disclosure | 0 | Net Sq.Ft. | 0 |
| <input checked="" type="checkbox"/> | Designer Required | 0.00 | Cost/Sq.Ft. | 0.00 |

4 Project Description:

Roof repair and replacements for multiple buildings on campus and all related work. This request represents Phase 2 of a 4 phase project.

Proj. Type: Maintenance

If new const., is it in the Master Plan: No

If new will it add to E&G?: No

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|---------------|--------------|---------------------------------------|
| | 6,350,000 | 750,000 | 0 |
| | 6,350,000 | 750,000 | |
| | 635,000 | 75,000 | |
| | 6,985,000 | 825,000 | |
| | 536,679 | 75,725 | |
| | 0 | 0 | |
| | 478,321 | 99,275 | |
| | 8,000,000 | 1,000,000 | |

| Bid Target | | Contingency: | | MACC (Maximum Allowable Construction Cost) | |
|------------|---------------|--------------|-------|--|------------|
| 10.00 | 10.00 | 10.00 | 10.00 | percent | |
| Fee: | 35/LogP-1.15= | 7.68330197 | | | Renovation |

| THIS REQUEST | | STATE funds | | FEDERAL funds | | Local and Institutional Funds | |
|--------------|---|-------------|--|---------------|--|-------------------------------|--|
| 1,000,000 | 0 | | | | | | |

6 Funding Request:

8,000,000
0

7 Previous SBC Approved Funding:

| fund year | description |
|-----------|---|
| 0 | already approved for existing SBC project |
| 0 | plus This Request |
| 1,000,000 | |

8 **SBC Action:** If an existing project, SBC Project No.: NA

9 **Designer:** NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Multiple Bldgs. Roof Repairs/Replacements Phase 2

A. Architectural Program Scope

The repair and/or replacement of the roofs are necessary to maintain overall building conditions for Peck Hall, Storage Warehouse, 1403 East Main, Jones Hall, College Heights, Greenhouse, Bragg, Pittard Campus School, ROTC Annex, and other non-commercial campus and off-campus buildings. This project needs to include replacement roofing and flashing: rework of coping, parapets, and other roof details as required; provide insulation to comply with current standards; provide drainage for roof surfaces & gutters; and provide roof ice snow guards where needed to prevent the build up of ice on roofs.

B. Evidence of Physical Facility Need

Each building has lapsed warranties for the existing roofs, deterioration of the roofing material, and poor performance of the existing roofs which necessitates replacement. Increased occurrence of leaks requires flashings to be reworked or replaced. The increase in the quantity and severity of roof, flashing, parapet wall leaks is causing an increase in the cost of repairs needed to the interior of the buildings due to the leaks.

C. Historical Profile

Peck Hall was constructed in 1968 and is used for classrooms and offices. Peck Hall's last roofing project occurred in 1985 with SBC project 166/09-01-1985. The Storage Warehouse was originally constructed in 1978. 1403 East Main St building roof was installed in 1986.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2022 Peck Hall Roof PFIS Score:60; 2022 Storage Warehouse Roof PFIS Score:50; 2022 1403 East Main St. Roof PFIS Score: 80, 2022 ROTC Annex Roof PFIS Score: 50, 2022 James Union Building Roof PFIS Score: 70, College Heights Roof PFIS Score: 70, 2022 1403 East Main St. Roof PFIS overall score of 80 includes older unrestored portions of the roof that would have a PFIS score at or below 70 if scored separately.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs Structural/Envelope Repairs Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Repair or replacement of various exterior envelope components in multiple buildings on campus including exterior cladding, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This project represents phase 2 of a 5 phase project.

Proj. Type:

If new const., is it in the Master Plan:

If new will it add to E&G?:

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|--|--|---------------------------------------|
| | <input type="text" value="6,220,000"/> | <input type="text" value="750,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="6,220,000"/> | <input type="text" value="750,000"/> | |
| | <input type="text" value="622,000"/> | <input type="text" value="75,000"/> | |
| | <input type="text" value="6,842,000"/> | <input type="text" value="825,000"/> | |
| | <input type="text" value="526,522"/> | <input type="text" value="75,725"/> | |
| | <input type="text" value="0"/> | <input type="text" value="0"/> | |
| | <input type="text" value="631,478"/> | <input type="text" value="99,275"/> | |
| | <input type="text" value="8,000,000"/> | <input type="text" value="1,000,000"/> | |

Bid Target
 Contingency: percent
MACC (Maximum Allowable Construction Cost)
 Fee:

| 6 Funding Request: | THIS REQUEST |
|--|--|
| <input type="text" value="8,000,000"/> | <input type="text" value="1,000,000"/> |
| <input type="text" value="0"/> | <input type="text" value="0"/> |
| | STATE funds |
| | FEDERAL funds |
| | Local and Institutional Funds |

| 7 Previous SBC Approved Funding: | fund year | description |
|---|--------------------------------|-------------|
| already approved for existing SBC project | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| <input type="text" value="1,000,000"/> | <input type="text" value="0"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: [Middle Tennessee State University](#)

Project: [Multiple Bldgs Structural/Envelope Repairs Phase 2](#)

A. Architectural Program Scope

To repair or replace existing doors, windows, overhands, and exterior building cladding in multiple buildings as necessary to improve the integrity of the exterior envelope and to reduce water intrusion into buildings. To repair or replace existing structural components of multiple buildings including the supports for the WMOT tower.

B. Evidence of Physical Facility Need

Reviewing the Facilities Surveys for various buildings, combined with visual inspections, shows the need for reconditioning and improving the exterior conditions of buildings on campus to prevent damage from water intrusion and to improve energy efficiency.

C. Historical Profile

Buildings on campus 35 years old or greater to be addressed including but not limited to Tennessee Livestock Center, Miller Education Center, Kirksey Old Main, Alumni Memorial Gym, Boutwell Dramatic Arts, Tucker Theater, Saunders Fine Arts, Wright Music, Jones Hall, McFarland, Stark Ag, Keathley University Center, Learning Resource Center, Peck Hall, and Todd Hall.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Central Plant and Campus Utilities Updates Phase 3
City/County: Murfreesboro/Rutherford

2 Fiscal Year:

| | | New | | Reno/Maint |
|-------------------------------------|---------------------|-----------------------------------|--------------|-----------------------------------|
| <input type="checkbox"/> | Capital Outlay | | | |
| <input checked="" type="checkbox"/> | Capital Maintenance | <input type="text" value="0"/> | Gross Sq.Ft. | <input type="text" value="0"/> |
| <input type="checkbox"/> | Disclosure | <input type="text" value="0"/> | Net Sq.Ft. | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> | Designer Required | <input type="text" value="0.00"/> | Cost/Sq.Ft. | <input type="text" value="0.00"/> |

4 Project Description:

Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This project represents phase 3 of a 6 phase project.

Proj. Type:
 If new const., is it in the Master Plan:
 If new will it add to E&G?:

| 5 | Total Project | This Request | Estimated Building Construction Cost: |
|---|---|--|---|
| | <input type="text" value="10,400,000"/> | <input type="text" value="760,000"/> | <input type="text" value="0"/> |
| | <input type="text" value="10,400,000"/> | <input type="text" value="0"/> | Building Construction |
| | <input type="text" value="1,040,000"/> | <input type="text" value="0"/> | Site & Utilities |
| | <input type="text" value="11,440,000"/> | <input type="text" value="0"/> | Built-in Equipment |
| | <input type="text" value="847,095"/> | <input type="text" value="760,000"/> | Bid Target |
| | <input type="text" value="0"/> | <input type="text" value="76,000"/> | Contingency: <input type="text" value="10.00"/> <input type="text" value="10.00"/> percent |
| | <input type="text" value="712,905"/> | <input type="text" value="836,000"/> | MACC (Maximum Allowable Construction Cost) |
| | <input type="text" value="13,000,000"/> | <input type="text" value="76,642"/> | Fee: <input type="text" value="35/LogP-1.15="/> <input type="text" value="7.40467932"/> <input type="text" value="Renovation"/> |
| | | <input type="text" value="0"/> | Movable Equipment |
| | | <input type="text" value="0"/> | first other |
| | | <input type="text" value="0"/> | second other |
| | | <input type="text" value="87,358"/> | Administration & Miscellaneous |
| | | <input type="text" value="1,000,000"/> | Total Cost |

| 6 Funding Request: | THIS REQUEST |
|---|--|
| <input type="text" value="13,000,000"/> | <input type="text" value="1,000,000"/> |
| <input type="text" value="0"/> | <input type="text" value="0"/> |
| | STATE funds |
| | FEDERAL funds |
| | Local and Institutional Funds |

| 7 Previous SBC Approved Funding: | fund year | description |
|---|--|--|
| already approved for existing SBC project | <input type="text" value="5,000,000"/> | <input type="text" value="23/24"/> Pending |
| <input type="text" value="5,000,000"/> | <input type="text" value="0"/> | |
| plus This Request | <input type="text" value="0"/> | |
| <input type="text" value="1,000,000"/> | <input type="text" value="0"/> | |

8 SBC Action: If an existing project, SBC Project No.:

9 Designer:

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University

Project: Central Plant and Campus Utilities Updates Phase 3

A. Architectural Program Scope

Taking place throughout the nearly 500 acre boundary of the main campus, this project is intended to address necessary repairs, replacement, and updating of the aging central chilled water plant and utilities infrastructure. All aging equipment in the Central Chilled Water and Satellite Chilled Water plants is included in this scope. The site utilities include, but are not limited to, the underground electrical, chilled water, steam, steam condensate, steam manhole, sanitary sewer, domestic water, hot water, and backflow preventers, and stormwater infrastructure. The project also includes all decentralized chilled water systems, hot water systems, heat exchangers, pumps, and all related work.

B. Evidence of Physical Facility Need

Age, condition, and available capacity for the centralized chilled water equipment on campus necessitates the replacement of equipment. Due to age, condition, settling, and localized disturbances, portions of the campus' utility infrastructure is in various stages of considerable deterioration and is at risk for failure. Potential power outages, local failures at various sections of sanitary sewer, deteriorated piping insulation systems, and steaming manholes have been observed and noted in the campus' work order system. Infrared surveys have shown evidence of steam and steam condensate leaks underground. In addition, a survey completed by the Murfreesboro Water Resources Dept. showed numerous locations around campus that need to be addressed.

C. Historical Profile

Existing sanitary sewer line installations date back to 1911 in some cases. Other sewer lines needing improvement are over 50 years old and were installed as brittle clay pipe. Refer to the 2016 Master Plan info for age of chilled water, steam, and steam condensate piping. Underground domestic water piping installations range from 1960 to 1968 in various sections. Thermal imaging of the steam and steam condensate systems is also provided from a 2016 report.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

Central Chilled Water Utility Plant: 80



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Tuition, Fees and Housing Rates**

PRESENTER: Alan Thomas
Vice President for Business and
Finance

BACKGROUND INFORMATION:

Under the FOCUS Act, the Tennessee Higher Education Commission (THEC) now sets a binding range in which institutions can increase undergraduate in-state tuition, as well as a binding range for the combined undergraduate in-state tuition plus mandatory fees. For 2023-24, THEC approved both of these ranges at 0 – 3% at its May 11, 2023 Commission meeting.

Attached is a calculation of the University’s unmet financial needs for 2023-24. The amount represented is net of funds provided through new state appropriations. This additional financial need is comprised of the following: (1) enhanced scholarship programs, (2) faculty promotions, (3) new academic programs, (4) increases in classroom and administrative software maintenance agreements, (5) technology infrastructure, and (6) increases in utility costs.

Included in the materials for this section is a comparison of MTSU fee rates to other public institutions in Tennessee. The University is proposing a 2.6% increase in tuition for all students, which complies with THEC's binding range of 0 – 3%. Schedules are provided showing the effect on the current in-state rate for students taking 15 credit hours.

In addition to tuition, materials are provided for mandatory fees as well as housing rates. Mandatory fees are subject to THEC's binding range.

The total impact of the combined increase in undergraduate tuition and mandatory fees is a 2.5% increase on students taking 15 hours, which complies with THEC's total guidance of 0 – 3%.

Tuition and Mandatory Fees

FY 2023-2024 Tuition Increase Proposal

| | <u>Amount</u> |
|--|----------------------|
| Salary Pool - COLA | \$ 6,095,000 |
| Faculty Promotions | 342,000 |
| Additional Salary Increases | 2,298,000 |
| Scholarships & Discounts | 1,174,100 |
| Software Maintenance Agreements | 1,200,000 |
| New / Expanded Academic Programs | 437,650 |
| Data Science Pipeline Match | 66,750 |
| Utilities and Other Inflationary Adjustments | 750,000 |
| Technology Infrastructure | 500,000 |
| FY 2023-2024 Budget Need | <u>\$ 12,863,500</u> |
| | |
| State Appropriations - Operating | 3,017,900 |
| State Appropriations - Salary Pool | <u>6,095,000</u> |
| FY 2023-24 Funds Available | <u>\$ 9,112,900</u> |
| | |
| Unmet Need | \$ 3,750,600 |
| Equivalent Tuition Increase | 2.60% |

Tuition and Fees Comparison

Summary of Tuition and Mandatory Fees Compared to Peers, AY 2021-22 In-State/Resident, Undergraduate

| Institution | Tuition & Fees | | 10 Year Compound Annual Growth Rate | |
|--------------------|----------------|---------|-------------------------------------|--|
| | 21-22 | TN Rank | Growth Rate | |
| UTK | \$ 13,244 | 1 | 5.8% | |
| UTS | 10,200 | 2 | N/A | |
| UM | 10,056 | 3 | 6.1% | |
| TTU | 10,000 | 4 | 4.9% | |
| UTM | 9,912 | 5 | 4.8% | |
| ETSU | 9,674 | 6 | 4.8% | |
| MTSU | 9,592 | 7 | 3.7% | |
| UTC | 9,452 | 8 | 4.1% | |
| APSU | 8,761 | 9 | 3.1% | |
| TSU | 8,335 | 10 | 3.1% | |
| University Average | 9,923 | | 4.2% | |

Source: THEC 2022 Factbook

In-State and Out-of-State Tuition (per credit hour)

| Fee | Current | New | Increase |
|--|---------|-------|----------|
| Undergraduate In-State Maintenance Fee | \$ 306 | 314 | \$ 8 |
| Over 12 hours | 60 | 62 | 2 |
| Undergraduate Out-of-State Tuition | 1,099 | 1,128 | 29 |
| Over 12 hours | 220 | 226 | 6 |
| Graduate In-State Maintenance fee | 522 | 536 | 14 |
| Over 10 hours | 104 | 107 | 3 |
| Graduate Out-of-State Tuition | 1,445 | 1,483 | 38 |
| Over 10 hours | 288 | 295 | 7 |

MTSU E-Rate (per credit hour)

| <u>Fee</u> | <u>Current</u> | <u>New</u> | <u>Increase</u> |
|---------------------|----------------|------------|-----------------|
| Undergraduate eRate | \$ 459 | \$ 471 | \$ 12 |
| Graduate eRate | 783 | 804 | 21 |

eRate is available to students who are classified as non-residents of Tennessee and who are enrolled exclusively in online courses.

Regional Scholars (per credit hour)

| Fee | Current | New | Increase |
|--------------------|---------|--------|----------|
| Undergraduate Rate | \$ 549 | \$ 563 | \$ 14 |
| Graduate Rate | 813 | \$ 834 | 21 |

- Regional Scholars are non-residents of Tennessee who mainly live in a state that borders Tennessee and meet specific academic requirements.
 - Graduated from a high school located in a county within a 250 mile radius of MTSU or in a state that borders Tennessee (undergrad) or have a permanent address in a county within a 250 mile radius of MTSU or in a state that borders Tennessee (graduate)
 - Have an ACT composite of 25 (SAT 1130) or above (undergrad)
 - Maintain full time enrollment (12 hours undergrad / 10 hours graduate)
 - Remain in good academic standing
- Increase reflects proposed adjustments to policy.

FY 2023-2024 Mandatory Fee Requests

| Fee | Current | Proposed | Increase |
|--------------------------------|-----------|-----------|----------|
| Student Debt Service | \$ 204.00 | \$ 194.00 | (10.00) |
| Student Recreation | 61.00 | 63.00 | 2.00 |
| Student Government Association | 40.00 | 40.00 | - |
| Postal Services | 12.00 | 12.00 | - |
| Sustainable Campus Fee | 8.00 | 8.00 | - |
| Athletics | 240.00 | 255.00 | 15.00 |
| Parking Services | 117.00 | 119.00 | 2.00 |
| Technology Access Fee | 117.50 | 122.50 | 5.00 |
| Health Services | 92.50 | 96.50 | 4.00 |
| International Fee | 16.00 | 16.00 | - |
| Facilities Fee | 36.00 | 36.00 | - |
| Total | \$ 944.00 | \$ 962.00 | \$ 18.00 |

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|--------------------------|----------------|-----------------|-----------------|-------------------------|-----------------------|--------------------------|
| Student Debt Service Fee | \$ 204 | \$ 194 | -\$ 10 | None | FY2008-09 \$ 60 | -\$ 350,000 |

The student debt service fee covers debt payments for projects supporting the University. This reduction reflects the decreased need for debt service for the Student Union Building due to refinancing of debt over the years to obtain a lower interest rate.

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|-------------------|----------------|-----------------|-----------------|--|-----------------------|--------------------------|
| Recreation Center | \$ 61 | \$ 63 | \$ 2 | Fee increase was approved by SGA Executive Committee 11/21/2022 | FY2019-20 \$ 2 | \$ 70,000 |

Campus Recreation is a 100% auxiliary enterprise operation and is totally dependent on the Recreation Center fee for its services to students and operations and its portion of the shared capital cost (with Student Health) for the 202,000 square foot building. The \$2 increase is needed for proposed salary and benefit increases, as well as to cover inflationary costs of recreational programs and services provided to the student body.

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|-------------------------------|----------------|-----------------|-----------------|-------------------------|-----------------------|--------------------------|
| Athletics Fee (Capital) | \$ 240 | \$ 255 | \$ 15 | None | FY2019-20 \$ 15 | \$ 525,000 |

This increase supports interest adjustments on the Student Athlete Performance Center that occurred after the initial financing proforma was completed for this project. This mirrors the work done in FY 2018-19 and FY 2019-20 to address athletic capital projects.

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|------------|----------------|-----------------|-----------------|---|-----------------------|--------------------------|
| Parking | \$ 117 | \$ 119 | \$ 2 | Fee increase approved by SGA Executive Committee 11/21/2022 | FY2021-22 \$ 2 | \$ 70,000 |

Parking Services is a 100% auxiliary enterprise operation and is totally dependent on the Parking fee for its shuttle services for students, utilities and maintenance cost of the Parking office and shuttle buses, and various parking lots, campus lighting, and sidewalk maintenance projects. The \$2 increase is also needed for proposed salary and benefit increases.

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|-----------------------|----------------|-----------------|-----------------|--|-----------------------|--------------------------|
| Technology Access Fee | \$ 117.50 | \$ 122.50 | \$ 5 | Fee increase approved by SGA Executive Committee 11/21/2022 | FY2021-22 \$ 5 | \$ 175,000 |

The technology access fee (TAF) is a per semester fee required by each student to help offset a portion of the technology related cost on campus. The fee itself covers about \$4 million in technology related expenses annually. The fee is used to supplement classroom infrastructure costs, classroom equipment, computer lab equipment, break/fix expenses, lab related software, etc.

Proposals are submitted each year by deans, department chairs, faculty, and our classroom design and support team to make improvements in our students' technology access and experience. Currently, requests are approaching \$6.0 million annually, which this incremental increase in the fee will help address.

FY 2023-2024 Mandatory Fee Requests

| <u>Fee</u> | <u>Current</u> | <u>Proposed</u> | <u>Increase</u> | <u>Student Exposure</u> | <u>Prior Increase</u> | <u>Revenue Generated</u> |
|-----------------|----------------|-----------------|-----------------|--|-----------------------|--------------------------|
| Health Services | \$ 92.50 | \$ 96.50 | \$ 4 | Fee increase approved by SGA Executive Committee 11/21/2022 | FY2021-22 \$ 2 | \$ 140,000 |

Student Health Services is a 100% auxiliary enterprise operation and is totally dependent on the Student Health Services fee for its services to students and operations and its portion of the shared capital cost (with Campus Recreation) for the 202,000 square foot building. The \$4 increase is needed for: proposed salary and benefit increases, as well as inflationary cost of software support and medical supplies. Student demand for health and mental health services continues to be strong.

Projected Annual Impact of Requested Fee Increases Based on 15 hour Enrollment Fall and Spring

| | | % Increase |
|---|-----------------|------------|
| Current In-State Tuition | \$ 7,704 | |
| Current Mandatory Fees | 1,888 | |
| Total In-State Tuition & Mandatory Fees | <u>\$ 9,592</u> | |
| 2.60% In-State Tuition Increase** | \$ 204 | |
| Requested Mandatory Fees | 36 | |
| Total Fee Increase | <u>\$ 240</u> | |
| New In-State Tuition | \$ 7,908 | |
| New Mandatory Fees | 1,924 | |
| New In-State Tuition & Mandatory Fees | <u>\$ 9,832</u> | 2.50% |

**THEC's guidance for the combined maintenance fee and mandatory fee increase is 0 - 3.0%.

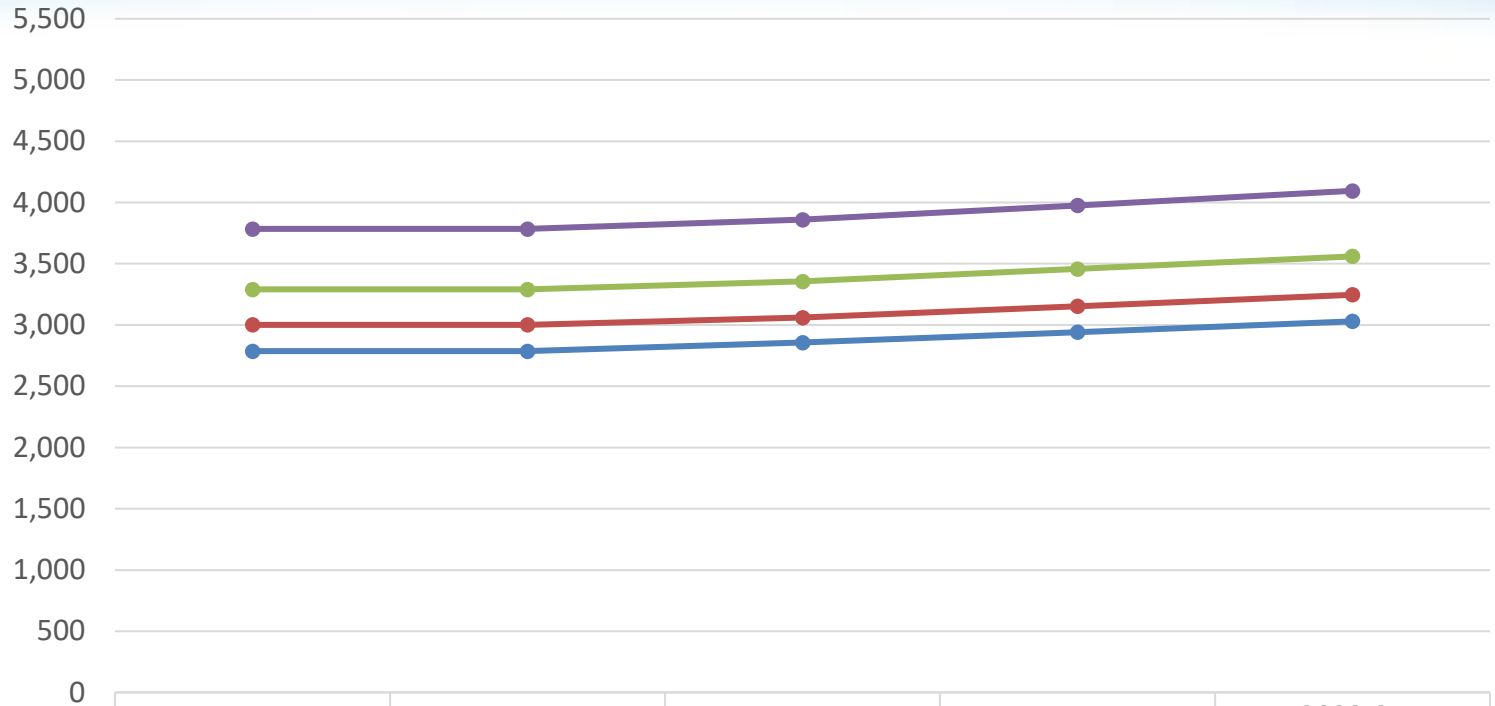
Housing Rates FY 2023-2024

FY 2023-2024 Housing Rates

| Fee | Current | Proposed | Increase | Prior Increase | Revenue Generated |
|-----------------|-------------------|-------------------|----------------|---------------------------|-------------------|
| Residence Halls | \$ 536 - \$ 3,457 | \$ 552 - \$ 3,560 | \$ 16 - \$ 103 | FY22-23 \$ 0 - \$ 101 | \$ 234,835 |
| Apartments | \$ 839 - \$ 3,976 | \$ 864 - \$ 4,095 | \$ 25 - \$ 119 | FY22-23 \$ 34 - \$ 116 | \$ 27,500 |

Housing is a 100% auxiliary enterprise operation and is totally dependent on residence hall and apartment rental fees to cover all costs associated with maintaining and replacing facilities. The increase is needed for proposed salary and benefit increases, as well as to cover inflationary costs of maintaining facilities provided to the students living on campus. A 3% increase is proposed for apartments and residence halls.

Housing History Rates Per Semester



| | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 (Proposed) |
|------------------|---------|---------|---------|---------|--------------------|
| Residence Halls | 2,786 | 2,786 | 2,856 | 2,942 | 3,030 |
| Single Apt | 3,001 | 3,001 | 3,061 | 3,153 | 3,247 |
| Scarlett Commons | 3,290 | 3,290 | 3,356 | 3,457 | 3,560 |
| Family Housing | 3,784 | 3,784 | 3,860 | 3,976 | 4,095 |

Revenue Summary

Summary of Revenue Generated

| | Revenue |
|----------------|---------------------|
| Tuition | \$ 3,750,000 |
| Mandatory Fees | 630,000 |
| Housing | 262,335 |
| Total Revenue | <u>\$ 4,642,335</u> |



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Compensation**

PRESENTER: Kathy Musselman
Assistant Vice President for Human Resources

BACKGROUND INFORMATION:

Policy 808 – Compensation Reporting and Approvals requires the Board of Trustees to approve salary increases of MTSU employees.

The Governor’s budget provided partial recurring funding for a 5% salary pool for higher education. As in previous years, the \$6.1 million appropriated to the University represents only about 60% of the amount needed to fully fund the salary pool, which is estimated at \$9.4 million.

University administration is recommending using the salary funding received by the State to provide employees with a cost-of-living adjustment (COLA). Specifically, the recommendation is a 3.2% COLA increase, with a \$1,250 minimum. Therefore, any employee earning \$31,250 or less will receive a \$1,250 increase while other employee increases will be based on 3.2% of their annual salary.

Based on the availability of funding from additional resources this fall, the University may recommend additional salary increases. Updated market data for these compensation plan increases will be presented at the November 2023 committee meeting for your consideration.

Additional information has been included in your materials related to the above recommendations, as well as the guidelines for implementation.

Salary Pool Allocation Recommendation and Guidelines

The President recommends your approval of the following:

- 3.2% Cost of Living Allowance (COLA) or \$1,250, whichever is greater for regular employees, both full and part-time, employed as of June 30, 2023 and in an active pay status on July 1, 2023.
- Funding will be from state appropriations, of which \$6.1 million was appropriated in the 2023-24 Governor's Budget.
- The COLA will be distributed to all unrestricted and restricted regular full-time and part-time employees and participants in the post-retirement service program.
- Increases will not apply to adjunct faculty, temporary employees, graduate assistants, or student workers.
- Unless specifically excluded by statute or on terminal leave status, all eligible persons employed as of June 30, 2023, shall receive the increase, with the exception of employees with unsatisfactory work performance.

If approved, the following are the guidelines that are recommended for implementing the increase:

- 3.2% COLA or \$1,250 minimum payment is pro-rated for part-time employees.
- Reclassifications, degree changes, etc. previously approved to be effective prior to or on July 1, 2023, are to be applied before the COLA increase.
- Faculty promotions are to be applied before the COLA increase.
- Provide an employee appeal process for those who don't receive the COLA increase due to an unsatisfactory evaluation. This is to allow the employee an opportunity to provide supporting evidence that an administrative error was made in the implementation process.



**Middle Tennessee State University
Board of Trustees**

Finance and Personnel Committee

Action Item

DATE: May 23, 2023

SUBJECT: **Operating Budgets**

PRESENTER: Alan Thomas
Vice President for Business and
Finance

BACKGROUND INFORMATION:

Under the FOCUS Act, the Board of Trustees is charged with approving the operating budgets and setting the fiscal policies for Middle Tennessee State University.

The Estimated Budget is the final budget for any given fiscal year and allows the University to reflect any adjustments needed for spring enrollment, additional funding provided through state appropriations, and other miscellaneous adjustments. The July Budget is the base budget for the upcoming fiscal year. It is based on a 2.5% tuition increase and includes mandatory fee increases, salary and operating appropriation increases approved by the General Assembly for 2023-24, and a flat enrollment.

The materials that follow represent the 2022-23 Estimated Budget and the 2023-24 Proposed Budget and are being presented for your review and approval.

**MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR REVENUE CATEGORIES
ESTIMATED BUDGET 2022-23**

| <u>Revenue</u> | <u>2022-23 July Budget</u> | <u>2022-23 October Budget</u> | <u>2022-23 Estimated Budget</u> | <u>Difference</u> |
|--------------------------------------|--------------------------------|-----------------------------------|-------------------------------------|-------------------|
| Tuition and Fees | \$ 207,084,800 | \$ 202,730,100 | \$ 202,154,900 | \$ (575,200) |
| State Appropriations | 127,729,400 | 134,721,900 | 134,721,900 | - |
| Federal Grants and Contracts | 1,150,000 | 1,150,000 | 1,150,000 | - |
| Local Grants and Contracts | 60,000 | 60,000 | 60,000 | - |
| State Grants & Contracts | 45,000 | 45,000 | 45,000 | - |
| Private Grants & Contracts | 282,500 | 282,500 | 282,500 | - |
| Private Gifts | - | - | - | - |
| Sales & Services of Educ Activities | 667,800 | 667,800 | 669,900 | 2,100 |
| Sales & Services of Other Activities | 17,623,700 | 17,666,700 | 18,525,200 | 858,500 |
| Other Sources | <u>1,656,900</u> | <u>1,656,900</u> | <u>1,656,900</u> | <u>-</u> |
| Total Revenue | <u>\$ 356,300,100</u> | <u>\$ 358,980,900</u> | <u>\$ 359,266,300</u> | <u>\$ 285,400</u> |

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY FUNCTIONAL CATEGORY
ESTIMATED BUDGET 2022-23

| | July Budget 2022-23 | October Budget 2022-23 | Estimated Budget 2022-23 | Difference |
|------------------------------|------------------------------------|---------------------------------------|---|-------------------|
| Instruction | \$ 169,386,100 | \$ 192,060,700 | \$ 191,368,700 | \$ (692,000) |
| Research | 6,690,400 | 12,123,200 | 12,075,300 | (47,900) |
| Public Service | 4,849,200 | 9,291,200 | 9,370,000 | 78,800 |
| Academic Support | 36,037,900 | 38,218,000 | 37,139,600 | (1,078,400) |
| Student Services | 38,445,500 | 42,083,600 | 42,855,100 | 771,500 |
| Institutional Support | 27,305,800 | 29,484,100 | 29,939,900 | 455,800 |
| Operation and Maintenance | 29,946,100 | 30,779,300 | 31,237,200 | 457,900 |
| Scholarships and Fellowships | 32,414,100 | 36,342,800 | 36,379,200 | 36,400 |
| Transfers | 11,225,000 | 12,950,600 | 13,286,600 | 336,000 |
| Total | \$ 356,300,100 | \$ 403,333,500 | \$ 403,651,600 | \$ 318,100 |

**MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY NATURAL CATEGORY
ESTIMATED BUDGET 2022-23**

| | <u>July Budget 2022-23</u> | <u>October Budget 2022-23</u> | <u>Estimated Budget 2022-23</u> | <u>Difference</u> |
|-----------------------|------------------------------------|---------------------------------------|---|-------------------|
| Professional Salaries | 159,073,000 | \$ 158,606,300 | \$ 157,217,700 | \$ (1,388,600) |
| Other Salaries | 23,939,300 | 24,512,400 | 24,484,300 | (28,100) |
| Employee Benefits | 67,682,300 | 70,900,200 | 70,550,300 | (349,900) |
| Travel | 4,832,400 | 5,262,300 | 5,809,600 | 547,300 |
| Operating Expense | 85,905,400 | 126,622,000 | 127,829,400 | 1,207,400 |
| Capital Outlay | 3,642,700 | 4,479,700 | 4,473,700 | (6,000) |
| Transfers | 11,225,000 | 12,950,600 | 13,286,600 | 336,000 |
| Total | <u>\$ 356,300,100</u> | <u>\$ 403,333,500</u> | <u>\$ 403,651,600</u> | <u>\$ 318,100</u> |

**MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR AUXILIARIES
ESTIMATED BUDGET 2022-23**

| <u>Auxiliary</u> | <u>2022-23 July Budget</u> | <u>2022-23 October Budget</u> | <u>2022-23 Estimated Budget</u> | <u>Difference</u> |
|----------------------------------|--------------------------------|-----------------------------------|-------------------------------------|--------------------------|
| Bookstore | \$ 322,473 | \$ 310,792 | \$ 313,125 | \$ 2,333 |
| Food Service | 2,951,681 | 2,938,135 | 2,940,468 | 2,333 |
| Housing | 16,324,640 | 16,324,640 | 16,687,000 | 362,360 |
| Vending | 110,000 | 145,500 | 145,500 | - |
| Recreational Center | 2,893,244 | 2,758,380 | 2,758,380 | - |
| Post Office | 479,800 | 479,800 | 512,300 | 32,500 |
| Parking Services | 5,120,173 | 4,989,626 | 4,990,960 | 1,334 |
| Residential & Commercial Rentals | 290,000 | 290,000 | 290,000 | - |
| Health Services | 4,180,700 | 3,987,500 | 4,007,500 | 20,000 |
| TN Miller Coliseum | 640,598 | 681,598 | 681,598 | - |
| Student LD Service | 100 | 100 | 20 | (80) |
| TOTAL | <u><u>\$ 33,313,409</u></u> | <u><u>\$ 32,906,071</u></u> | <u><u>\$ 33,326,851</u></u> | <u><u>\$ 420,780</u></u> |

**MIDDLE TENNESSEE STATE UNIVERSITY
SUMMARY OF RESTRICTED CURRENT FUNDS AVAILABLE AND APPLIED
ESTIMATED BUDGET 2022-23**

| Revenues | 2022-23 July Budget | 2022-23 October Budget | 2022-23 Estimated Budget | Difference |
|---|--------------------------------|-----------------------------------|-------------------------------------|---------------------|
| Tuition and Fees | \$ 1,500,000 | \$ (2,000,000) | \$ (2,750,000) | \$ (750,000) |
| Federal Grants and Contracts | 53,000,000 | 53,000,000 | 48,500,000 | (4,500,000) |
| State Appropriations: Centers of Excellence | 420,000 | 420,700 | 420,700 | - |
| State Appropriations: Special Allocations | 489,500 | 489,500 | 489,500 | - |
| State Grants & Contracts | 40,500,000 | 40,500,000 | 47,500,000 | 7,000,000 |
| Local Grants & Contracts | 50,000 | 50,000 | 40,000 | (10,000) |
| Private Grants & Contracts | 550,000 | 525,000 | 525,000 | - |
| Private Gifts | 2,300,000 | 2,500,000 | 2,500,000 | - |
| Endowment Income | 600,000 | 600,000 | 650,000 | 50,000 |
| Other Income | 1,500,000 | 1,500,000 | 1,500,000 | - |
| Total Revenues | <u>\$ 100,909,500</u> | <u>\$ 97,585,200</u> | <u>\$ 99,375,200</u> | <u>\$ 1,790,000</u> |
| Expenses | | | | |
| Instruction | \$ 7,000,000 | \$ 7,500,000 | \$ 5,600,000 | \$ (1,900,000) |
| Research | 6,000,000 | 6,250,000 | 4,700,000 | (1,550,000) |
| Public Service | 6,500,000 | 7,250,000 | 5,650,000 | (1,600,000) |
| Academic Support | 1,000,000 | 1,500,000 | 800,000 | (700,000) |
| Student Services | 4,000,000 | 2,000,000 | 3,750,000 | 1,750,000 |
| Institutional Support | 100,000 | 100,000 | 100,000 | - |
| Operation and Maintenance | 250,000 | 50,000 | 80,000 | 30,000 |
| Scholarships and Fellowships | 75,500,000 | 72,150,000 | 77,000,000 | 4,850,000 |
| Auxiliary Enterprises | - | 200,000 | 1,650,000 | 1,450,000 |
| Total Expenses | <u>\$ 100,350,000</u> | <u>\$ 97,000,000</u> | <u>\$ 99,330,000</u> | <u>\$ 2,330,000</u> |

**MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR REVENUE CATEGORIES
JULY BUDGET 2023-24**

| | 2022-23 October Budget | 2022-23 Estimated Budget | 2023-24 July Budget | Difference |
|--------------------------------------|-----------------------------------|-------------------------------------|--------------------------------|----------------------------|
| Tuition and Fees | \$ 202,730,100 | \$ 202,154,900 | \$ 207,928,700 | \$ 5,773,800 |
| State Appropriations | 134,721,900 | 134,721,900 | 135,845,500 | 1,123,600 |
| Federal Grants and Contracts | 1,150,000 | 1,150,000 | 1,150,000 | - |
| Local Grants and Contracts | 60,000 | 60,000 | 60,000 | - |
| State Grants & Contracts | 45,000 | 45,000 | 45,000 | - |
| Private Grants & Contracts | 282,500 | 282,500 | 282,500 | - |
| Sales & Services of Educ Activities | 667,800 | 669,900 | 646,700 | (23,200) |
| Sales & Services of Other Activities | 17,666,700 | 18,525,200 | 17,635,200 | (890,000) |
| Other Sources | <u>1,656,900</u> | <u>1,656,900</u> | <u>1,667,900</u> | <u>11,000</u> |
| | <u><u>\$ 358,980,900</u></u> | <u><u>\$ 359,266,300</u></u> | <u><u>\$ 365,261,500</u></u> | <u><u>\$ 5,995,200</u></u> |

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY FUNCTIONAL CATEGORY
JULY BUDGET 2023-24

| | October Budget 2022-23 | Estimated Budget 2022-23 | July Budget 2023-24 | Difference |
|------------------------------|---------------------------------------|---|------------------------------------|------------------------|
| Instruction | \$ 192,060,700 | \$ 191,368,700 | \$ 175,593,100 | \$ (15,775,600) |
| Research | 12,123,200 | 12,075,300 | 6,840,400 | (5,234,900) |
| Public Service | 9,291,200 | 9,370,000 | 4,981,500 | (4,388,500) |
| Academic Support | 38,218,000 | 37,139,600 | 36,645,100 | (494,500) |
| Student Services | 42,083,600 | 42,855,100 | 40,264,200 | (2,590,900) |
| Institutional Support | 29,484,100 | 29,939,900 | 28,219,200 | (1,720,700) |
| Operation and Maintenance | 30,779,300 | 31,237,200 | 31,593,300 | 356,100 |
| Scholarships and Fellowships | 36,342,800 | 36,379,200 | 30,874,100 | (5,505,100) |
| Transfers | 12,950,600 | 13,286,600 | 10,250,600 | (3,036,000) |
| Total | <u>\$ 403,333,500</u> | <u>\$ 403,651,600</u> | <u>\$ 365,261,500</u> | <u>\$ (38,390,100)</u> |

The following items are reflected above:
Salary Pool
July Budget Figures are Base Budget

**MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY NATURAL CATEGORY
JULY BUDGET 2023-24**

| | October Budget 2022-23 | Estimated Budget 2022-23 | July Budget 2023-24 | Difference |
|-----------------------|---------------------------------------|---|------------------------------------|------------------------|
| Professional Salaries | \$ 158,606,300 | \$ 157,217,700 | \$ 164,599,000 | \$ 7,381,300 |
| Other Salaries | 24,512,400 | 24,484,300 | 25,206,200 | 721,900 |
| Employee Benefits | 70,900,200 | 70,550,300 | 70,390,600 | (159,700) |
| Travel | 5,262,300 | 5,809,600 | 5,199,300 | (610,300) |
| Operating Expense | 126,622,000 | 127,829,400 | 85,962,100 | (41,867,300) |
| Capital Outlay | 4,479,700 | 4,473,700 | 3,653,700 | (820,000) |
| Transfers | 12,950,600 | 13,286,600 | 10,250,600 | (3,036,000) |
| Total | \$ 403,333,500 | \$ 403,651,600 | \$ 365,261,500 | \$ (38,390,100) |

The following items are reflected above:
Salary Pool
July Budget Figures are Base Budget

**MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR AUXILIARIES
JULY BUDGET 2023-24**

| <u>Auxiliary</u> | <u>2022-23 October Budget</u> | <u>2022-23 Estimated Budget</u> | <u>2023-24 July Budget</u> | <u>Difference</u> |
|----------------------------------|-----------------------------------|-------------------------------------|--------------------------------|-------------------|
| Bookstore | \$ 310,792 | \$ 313,125 | \$ 348,928 | \$ 35,803 |
| Food Service | 2,938,135 | 2,940,468 | 3,059,950 | 119,482 |
| Housing | 16,324,640 | 16,687,000 | 16,710,000 | 23,000 |
| Vending | 145,500 | 145,500 | 145,500 | - |
| Recreational Center | 2,758,380 | 2,758,380 | 2,858,030 | 99,650 |
| Post Office | 479,800 | 512,300 | 512,300 | - |
| Parking Services | 4,989,626 | 4,990,960 | 4,994,628 | 3,668 |
| Residential & Commercial Rentals | 290,000 | 290,000 | 290,000 | - |
| Health Services | 3,987,500 | 4,007,500 | 4,207,500 | 200,000 |
| TN Miller Coliseum | 681,598 | 681,598 | 683,592 | 1,994 |
| Student LD Service | 100 | 20 | 20 | - |
| TOTAL | <u>\$ 32,906,071</u> | <u>\$ 33,326,851</u> | <u>\$ 33,810,448</u> | <u>\$ 483,597</u> |

MIDDLE TENNESSEE STATE UNIVERSITY
SUMMARY OF RESTRICTED CURRENT FUNDS AVAILABLE AND APPLIED
JULY BUDGET 2023-24

| Revenues | 2022-23 October Budget | 2022-23 Estimated Budget | 2023-24 July Budget | Difference |
|---|-----------------------------------|-------------------------------------|--------------------------------|-----------------------|
| Tuition and Fees | \$ (2,000,000) | \$ (2,750,000) | \$ 1,450,000 | \$ 4,200,000 |
| Federal Grants and Contracts | 53,000,000 | 48,500,000 | 37,500,000 | (11,000,000) |
| State Appropriations: Centers of Excellence | 420,700 | 420,700 | 439,400 | 18,700 |
| State Appropriations: Special Allocations | 489,500 | 489,500 | 489,500 | - |
| State Grants & Contracts | 40,500,000 | 47,500,000 | 46,000,000 | (1,500,000) |
| Local Grants & Contracts | 50,000 | 40,000 | 40,000 | - |
| Private Grants & Contracts | 525,000 | 525,000 | 525,000 | - |
| Private Gifts | 2,500,000 | 2,500,000 | 2,500,000 | - |
| Endowment Income | 600,000 | 650,000 | 600,000 | (50,000) |
| Other Income | 1,500,000 | 1,500,000 | 1,500,000 | - |
| Total Revenues | <u>\$ 97,585,200</u> | <u>\$ 99,375,200</u> | <u>\$ 91,043,900</u> | <u>\$ (8,331,300)</u> |
| | | | | |
| Expenses | | | | |
| Instruction | \$ 7,500,000 | \$ 5,600,000 | \$ 2,500,000 | \$ (3,100,000) |
| Research | 6,250,000 | 4,700,000 | 4,500,000 | (200,000) |
| Public Service | 7,250,000 | 5,650,000 | 4,800,000 | (850,000) |
| Academic Support | 1,500,000 | 800,000 | 300,000 | (500,000) |
| Student Services | 2,000,000 | 3,750,000 | 3,000,000 | (750,000) |
| Institutional Support | 100,000 | 100,000 | 100,000 | - |
| Operation and Maintenance | 50,000 | 80,000 | 2,500 | (77,500) |
| Scholarships and Fellowships | 72,150,000 | 77,000,000 | 75,750,000 | (1,250,000) |
| Auxiliary Enterprises | 200,000 | 1,650,000 | - | (1,650,000) |
| Total Expenses | <u>\$ 97,000,000</u> | <u>\$ 99,330,000</u> | <u>\$ 90,952,500</u> | <u>\$ (8,377,500)</u> |

**MIDDLE TENNESSEE STATE UNIVERSITY
BUDGET SUMMARY
JULY BUDGET 2023-24**

| | <u>2022-23</u> | <u>2022-23</u> | <u>2023-24</u> |
|------------------------|-----------------------|-------------------------|----------------------|
| | <u>Revised Budget</u> | <u>Estimated Budget</u> | <u>July Budget</u> |
| Beginning Fund Balance | \$ 58,859,400 | \$ 58,859,400 | \$ 14,519,300 |
| Revenue | 489,472,200 | 491,968,400 | 490,115,800 |
| Expenses | <u>533,239,600</u> | <u>536,308,500</u> | <u>490,024,400</u> |
| Ending Fund Balance | <u>\$ 15,092,000</u> | <u>\$ 14,519,300</u> | <u>\$ 14,610,700</u> |

**MIDDLE TENNESSEE STATE UNIVERSITY
TSSBA DEBT SERVICE COVERAGE - DISCLOSED PROJECTS ADJUSTMENT
July Budget 2023-24**

| <u>Project Name</u> | <u>Total Project Budget</u> | <u>Amt. Financed by TSSBA</u> | <u>Est. Annual Debt Service</u> | <u>Est. Annual Related Fee Rev</u> |
|-------------------------------|-----------------------------|-------------------------------|---------------------------------|------------------------------------|
| Estimated Budget: | | | | |
| Athletic Video Board Upgrades | 3,900,000 | 3,900,000 | | |
| July Budget: | | | | |
| Athletic Video Board Upgrades | 3,900,000 | 3,900,000 | | |