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2014

2014-2015 - Quillen College of Medicine Analysis Tables (July)

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EAST TENNESSEE STATE
UNIVERSITY

QUILLEN COLLEGE of MEDICINE

ANALYSIS TABLES
2014-2015

**THE STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE
 EAST TENNESSEE STATE UNIVERSITY - MEDICINE
 JULY PROPOSED BUDGET 2014-15
 BUDGET ANALYSIS FORMS**

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EAST TENNESSEE STATE UNIVERSITY
Changes to Organizational Charts from October 2013
July Budget Request 2014

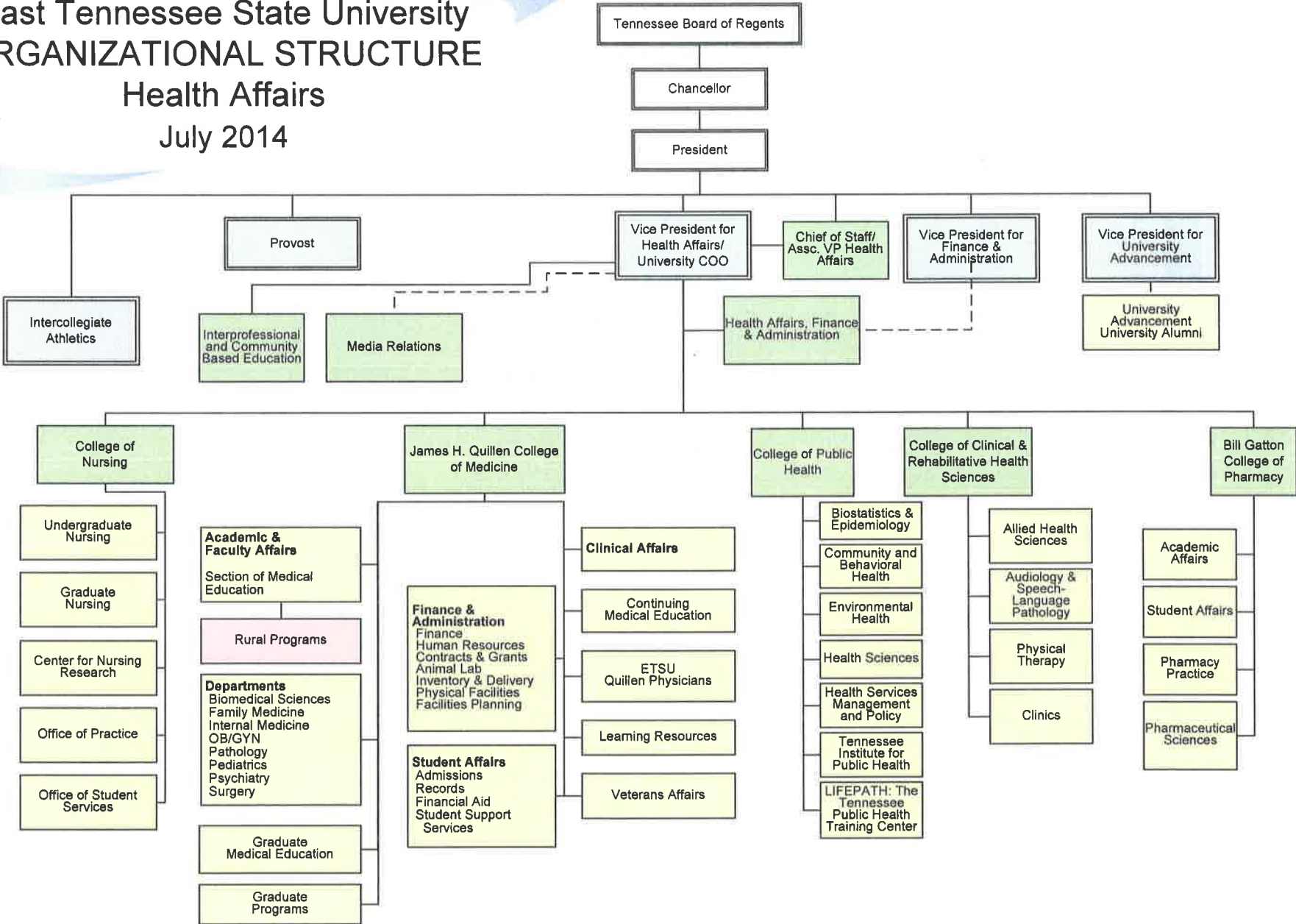
DIVISION OF HEALTH AFFAIRS

No Changes

East Tennessee State University ORGANIZATIONAL STRUCTURE

Health Affairs

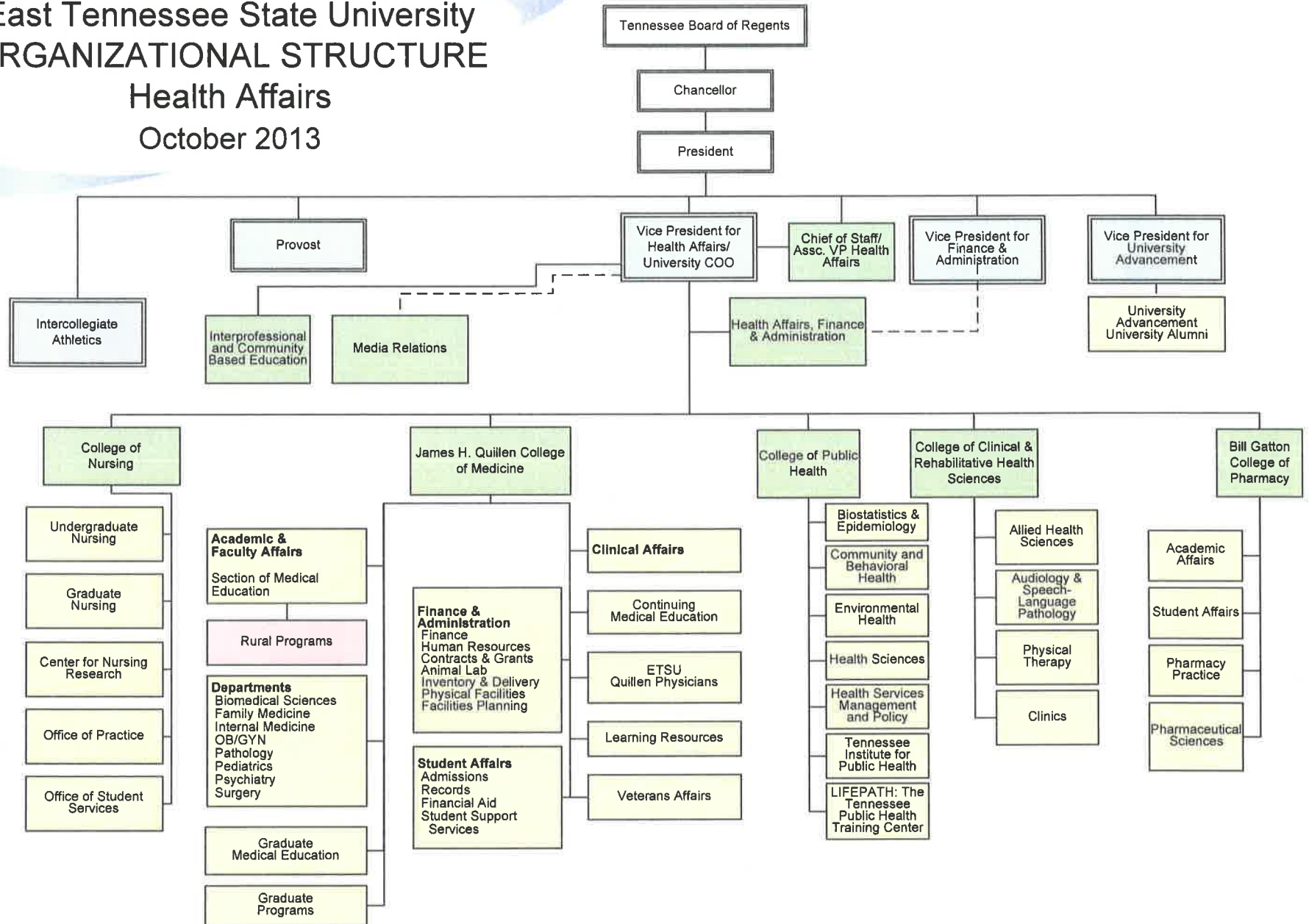
July 2014



East Tennessee State University ORGANIZATIONAL STRUCTURE

Health Affairs

October 2013



**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
SUMMARY OF TOTAL BUDGET CHANGES BY FUNCTION
ESTIMATED BUDGET 2013-14**

	OCTOBER BUDGET 2013-14	ESTIMATED BUDGET 2013-14	Difference	Explanation For Significant Changes
Instruction	\$ 38,699,800.00	\$ 37,251,800.00	\$ (1,448,000.00)	Personnel reduced to approximate actuals
Research	3,694,800.00	4,144,900.00	\$ 450,100.00	Funding of startup commitments
Public Service	-	-	\$ -	
Academic Support	5,461,100.00	5,420,200.00	\$ (40,900.00)	Personnel reduced to approximate actuals
Student Services	1,436,200.00	1,486,200.00	\$ 50,000.00	Funding for medical library data bases
Institutional Support	2,618,500.00	2,602,900.00	\$ (15,600.00)	Personnel reduced to approximate actuals
Operation and Maintenance	6,383,600.00	6,480,600.00	\$ 97,000.00	Funding for temporary personnel & preventive maintenance projects
Scholarships and Fellowships	<u>260,000.00</u>	<u>260,000.00</u>	<u>\$ -</u>	
TOTAL	<u>\$ 58,554,000.00</u>	<u>\$ 57,646,600.00</u>	<u>\$ (907,400.00)</u>	

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
SUMMARY OF TOTAL BUDGET CHANGES BY FUNCTION
PROPOSED BUDGET 2014-15**

	ESTIMATED BUDGET 2013-14	PROPOSED BUDGET 2014-15	Difference	Explanation For Significant Changes
Instruction	\$ 37,251,800.00	\$ 38,807,100.00	\$ 1,555,300.00	Full funding of vacant positions
Research	4,144,900.00	3,020,900.00	\$ (1,124,000.00)	Proposed reflects commitments for startup & research at reduced levels
Public Service	-	-	\$ -	
Academic Support	5,420,200.00	5,704,300.00	\$ 284,100.00	Full funding of positions
Student Services	1,486,200.00	1,563,300.00	\$ 77,100.00	Full funding of positions
Institutional Support	2,602,900.00	2,712,400.00	\$ 109,500.00	Full funding of vacant position & increased prorata administrative cost
Operation and Maintenance	6,480,600.00	6,440,200.00	\$ (40,400.00)	Estimated reflects funding for preventive maintenance projects & contingency funding
Scholarships and Fellowships	<u>260,000.00</u>	<u>260,000.00</u>	<u>\$ -</u>	
TOTAL	<u>\$ 57,646,600.00</u>	<u>\$ 58,508,200.00</u>	<u>\$ 861,600.00</u>	

EAST TENNESSEE STATE UNIVERSITY - MEDICINE
SUMMARY OF TOTAL BUDGET CHANGES FOR BUDGET CATEGORIES
ESTIMATED BUDGET 2013-14

	OCTOBER BUDGET 2013-14	ESTIMATED BUDGET 2013-14	<u>Difference</u>	<u>Explanation For Significant Changes</u>
Professional Salaries	20,380,200.00	19,063,600.00	(1,316,600.00)	Reduced to approximate actual
Other Salaries	13,415,400.00	13,487,000.00	71,600.00	Funding of temporary support personnel
Employee Benefits	10,594,800.00	10,199,100.00	(395,700.00)	Reduced to approximate actual
Travel	424,500.00	468,600.00	44,100.00	Reflects manual revisions by departments
Operating Expense	13,656,200.00	14,187,300.00	531,100.00	Reflects funding of startup commitments, preventive maintenance projects, & contingency funding
Capital Outlay	<u>82,900.00</u>	<u>241,000.00</u>	<u>158,100.00</u>	Reflects manual revisions by departments
TOTAL	<u>\$ 58,554,000</u>	<u>\$ 57,646,600</u>	<u>\$ (907,400)</u>	

EAST TENNESSEE STATE UNIVERSITY - MEDICINE
SUMMARY OF TOTAL BUDGET CHANGES FOR BUDGET CATEGORIES
PROPOSED BUDGET 2014-15

	ESTIMATED BUDGET 2013-14	PROPOSED BUDGET 2014-15	<u>Difference</u>	<u>Explanation For Significant Changes</u>
Professional Salaries	19,063,600.00	20,912,700.00	1,849,100.00	Full funding of vacant positions
Other Salaries	13,487,000.00	13,390,300.00	(96,700.00)	Estimated reflects temporary personnel funding
Employee Benefits	10,199,100.00	10,976,800.00	777,700.00	Full funding for vacant positions & anticipated increase in benefit costs
Travel	468,600.00	284,700.00	(183,900.00)	Estimated reflects manual revisions by departments
Operating Expense	14,187,300.00	12,943,700.00	(1,243,600.00)	Estimated reflects funding for start up commitments, data bases, preventive maintenance, contingency, etc.
Capital Outlay	<u>241,000.00</u>	<u>-</u>	<u>(241,000.00)</u>	Estimated reflects manual revisions by departments
TOTAL	<u>\$ 57,646,600</u>	<u>\$ 58,508,200</u>	<u>\$ 861,600</u>	

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF BUDGET CHANGES FOR REVENUE ACCOUNTS**

ESTIMATED BUDGET 2013-14

<u>ACCOUNT CODE</u>	<u>ACCOUNT NAME</u>	<u>2013-14 OCTOBER BUDGET</u>	<u>2013-14 ESTIMATED BUDGET</u>	<u>CHANGE</u>	<u>DESCRIPTION OF CHANGE</u>	<u>SOURCE OF FUNDS</u>
51000	In State Tuition	8,523,700.00	8,613,400.00	89,700.00	Adjusted to actual collections	Students
51050	Out of State Tuition	356,200.00	256,900.00	(99,300.00)	Adjusted to actual collections	Students
51600	CEU Fees	75,000.00	110,000.00	35,000.00	Adjusted to anticipated actual	Local
53500	IDC Federal	1,061,000.00	672,300.00	(388,700.00)	Adjusted to anticipated actual	Contracts & Grants
54500	IDC State	128,000.00	134,800.00	6,800.00	Adjusted to anticipated actual	Contracts & Grants
56500	IDC Private	182,000.00	245,500.00	63,500.00	Adjusted to anticipated actual	Contracts & Grants
58368	Microscope Fee	17,800.00	18,700.00	900.00	Adjusted to actual collections	Students

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF BUDGET CHANGES FOR REVENUE ACCOUNTS**

PROPOSED BUDGET 2014-15

<u>ACCOUNT CODE</u>	<u>ACCOUNT NAME</u>	<u>2013-14 ESTIMATED BUDGET</u>	<u>2014-15 PROPOSED BUDGET</u>	<u>CHANGE</u>	<u>DESCRIPTION OF CHANGE</u>	<u>SOURCE OF FUNDS</u>
51000	In State Tuition	8,613,400.00	8,776,500.00	163,100.00	Anticipated increase in class size	Students
51140	Debt Service Fee	164,600.00	147,300.00	(17,300.00)	Fee reallocated between debt service & operating	Students
51251	Student Activity Fee	45,300.00	49,700.00	4,400.00	Anticipated increase in class size	Students
51253	Student Ctr Operating Fee	29,800.00	52,200.00	22,400.00	Fee reallocated between debt service & operating	Students
51600	CEU Fee	110,000.00	75,000.00	(35,000.00)	Proposed is a conservative estimate	Local
52000	State Appropriation	28,916,500.00	28,998,500.00	82,000.00	Budget instructions	State
51202	TAF \$15	8,900.00	9,200.00	300.00	Anticipated increase in class size	Students
51203	TAF \$97.50	58,200.00	59,900.00	1,700.00	Anticipated increase in class size	Students

EAST TENNESSEE STATE UNIVERSITY - MEDICINE

STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE

JULY BUDGET 2014-15
Recurring and Nonrecurring Revenues and Expenses

Proposed budget:

	<u>Recurring</u>	<u>Nonrecurring</u>	<u>Total</u>
Revenues:	53,398,500.00	-	53,398,500.00
Expenses:	51,881,600.00	3,820,900.00	55,702,500.00
Difference	<u>1,516,900.00</u>	<u>(3,820,900.00)</u>	<u>(2,304,000.00)</u>

Justification:

The \$2.3 million will be budgeted as a transfer from plant funds. The unallocated funds from the 2013-14 fiscal year is expected to be sufficient to fund and eliminate the transfer.

EAST TENNESSEE STATE UNIVERSITY - MEDICINE

THE STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE

JULY BUDGET 2014-15

REPORT OF ANTICIPATED SAVINGS FOR REBUDGET

Proposed budget:

Functional Area	Natural Classification					Total
	Salaries	Benefits	Other Operating	Scholarship	Capital Outlay	
Instruction	\$ (5,245,200.00)	\$ (1,421,800.00)	\$ -	\$ -	\$ -	\$ (6,667,000.00)
Research	-	-	(1,000,000.00)	-	-	(1,000,000.00)
Public Service	-	-	-	-	-	-
Academic Support	(526,400.00)	(178,100.00)	-	-	-	(704,500.00)
Student Services	(24,900.00)	(19,500.00)	-	-	-	(44,400.00)
Institutional Support	(160,800.00)	(47,600.00)	-	-	-	(208,400.00)
M&O	(22,500.00)	(14,400.00)	-	-	-	(36,900.00)
Auxiliary	-	-	-	-	-	-
Total	\$ (5,979,800.00)	\$ (1,681,400.00)	\$ (1,000,000.00)	\$ -	\$ -	\$ (8,661,200.00)

Note: Enter as negatives only those amounts that have been budgeted as negative expenses to allow rebudgeting for expenditure elsewhere - such as salary savings. Do not include routine reallocation of expenses to other departments or functions, such as the reallocation of computer center expenses.

EAST TENNESSEE STATE UNIVERSITY - MEDICINE

THE STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE

July Budget 2014-15

**POSITIONS TRANSFERRED FROM RESTRICTED
ACCOUNTS TO UNRESTRICTED ACCOUNTS**

Old Account				New Account			
Title	Account Code	Program/Org Code	Position No.	Title	Account Code	Program/Org Code	Position No.

N/A

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
 FILLED AND UNFILLED
 TBR PERSONNEL BUDGET POSITION COUNT**

**UNRESTRICTED E & G
 REGULAR FULL-TIME POSITIONS AUXILIARIES EXCLUDED
 JULY BUDGET 2014 - 2015**

	7/1/13	10/31/13	7/1/14	DIFFERENCE (+/-) 10/13 TO 7/14	DIFFERENCE (+/-) 7/13 TO 7/14
FACULTY	146	152	153	1	7
ADM	7	6	7	1	0
MAINT/TECH/SUPP	110	109	108	-1	-2
PROF SUPPORT	76	78	77	-1	1
TOTAL	339	345	345	0	6

NEW POSITIONS

	<u>POSITION TITLE</u>	<u>DEPARTMENT</u>	<u>FUND</u>	<u>FUNCTIONAL AREA</u>	<u>SALARY</u>	<u>JUSTIFICATION</u>
FACULTY						
ADM						
MAINT/TECH/SUPP						
PROF SUPPORT						

DELETED POSITIONS

	<u>POSITION TITLE</u>	<u>DEPARTMENT</u>	<u>FUND</u>	<u>FUNCTIONAL AREA</u>	<u>SALARY</u>	<u>JUSTIFICATION</u>
FACULTY						
ADM						
MAINT/TECH/SUPP						
PROF SUPPORT						

RECONCILIATION OF POSITION CHANGES FROM 10/13 TO 7/14

	<u>Faculty</u>	<u>Admin</u>	<u>Maint/Tech Support</u>	<u>Prof Support</u>
New Positions Listed Above	0	0	0	0
Deleted Positions Listed Above	0	0	0	0
Transfer Position from Restricted to Unrestricted	1	1	0	0
Transfer between object codes	0	0	-1	-1
TOTAL	<u>1</u>	<u>1</u>	<u>-1</u>	<u>-1</u>

EAST TENNESSEE STATE UNIVERSITY - MEDICINE

THE STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE

July Budget 2014-15

BENEFITS SCHEDULE

Name	Title	2014-15 Salary	Longevity	2014-15 Expense Account	Annual Rental Value of House	Car Y/N	Payment of Club Dues Y/N	Other Compensation	Total
Robert T. Means, Jr.	Dean	440,000						100,000	540,000

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF NON-CREDIT INSTRUCTION
JULY BUDGET 2014-15**

I. ANALYSIS OF NON-CREDIT INSTRUCTION FEES

A.	Instructional Costs		
	1.	Total Instructional Salaries	-
	2.	Total Contracted Service	<u>20,000.00</u>
		Total Instructional Costs	20,000.00
B.	125% of Instructional Costs		<u>25,000.00</u>
C.	Non-credit Instruction Fee Revenue		<u>75,000.00</u>
	(should agree with Total Revenue presented in Section II.)		
D.	Revenue Over/(Under)* 125% of Instructional Costs		<u>50,000.00</u>

*Explanation should be provided if Revenue is less than 125% of Instructional Costs.

II. SCHEDULE OF NON-CREDIT INSTRUCTION REVENUES AND EXPENDITURES

	Account Title Program/ Org Code 200/31110	Account Title Program/ Org Code 100/31110	Account Title Program/ Org Code	Account Title Program/ Org Code	Account Title Program/ Org Code	Account Title Program/ Org Code	Account Title Program/ Org Code	Account Title Program/ Org Code	Account Title Program/ Org Code	Total
A. Revenues										
Non-credit Instruction Fees		75,000.00								75,000.00
B. Expenditures										
Salaries-Professional	115,000.00									115,000.00
Salaries-Instructional	-									-
Salaries-Other	172,620.00									172,620.00
Contractual Services	20,000.00									20,000.00
Benefits	92,000.00									92,000.00
Equipment	-									-
Travel	10,000.00									10,000.00
Operating Expenses	77,460.00									77,460.00
Total Expenditures	487,080.00									487,080.00

NOTE: This schedule should include Revenues and Expenditures for all accounts associated with non-credit courses and activities. All administrative and instructional accounts should be included.

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN UNEXPENDED PLANT FUNDS
ESTIMATED BUDGET 2013-14**

UNEXPENDED BALANCE 6-30-13	CHANGES TO UNEXPENDED FUND BALANCES								ESTIMATED PROJECT BALANCE 6-30-14
	FUND BALANCE ADDITIONS				FUND BALANCE DEDUCTIONS				
	STATE APPROPRIATION	TSSBA	CURRENT FUND TRANSFERS	*OTHER TRANSFERS	INVESTMENT INCOME	*OTHER	EXPENDITURES	*OTHER	
LAND PURCHASES									
Local Funds: NONE									
State Appropriations: NONE									
TSSBA: NONE									
NEW CONSTRUCTION									
Local Funds:									
Cardiology Building						98,075 ²			(2,427,361)
COM Student Center			15,459						15,459
State Appropriations: NONE									
TSSBA:									
MAJOR RENOVATIONS									
Local Funds:									
COM Surface Parking		20,494							20,494
Bldg 60 Renov-Simulation and Teaching Labs		2,100,000		4,331,000 ¹			350,000		6,081,000
State Appropriations:									
COM Electric Upgrade		17,573					2,000		15,573
COM Build HVAC Correction		213,361					100,000		113,361
COM Bldg Exterior Updates		1,446,514					250,000		1,196,514
COM Drainage System Rep		769,028					769,028		-
Clinical Ed Bldg Electrical		454,204					400,000		54,204
Building 2 Chilled Water System			500,000				75,000		425,000
TSSBA: NONE									
SPECIAL PROJECTS									
Local Funds: NONE									
State Appropriations: NONE									
TSSBA: NONE									
<u>2,511,197</u>	<u>500,000</u>	<u>-</u>	<u>-</u>	<u>4,331,000</u>	<u>-</u>	<u>98,075</u>	<u>1,946,028</u>	<u>-</u>	<u>5,494,244</u>

¹ Transfer from Endowment

² Rental Income

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN UNEXPENDED PLANT FUNDS
PROPOSED BUDGET 2014-16**

UNEXPENDED BALANCE 6-30-14	CHANGES TO UNEXPENDED FUND BALANCES							ESTIMATED PROJECT BALANCE 6-30-15	
	FUND BALANCE ADDITIONS			FUND BALANCE DEDUCTIONS					
	STATE APPROPRIATION	TSSBA	CURRENT FUND TRANSFERS	*OTHER TRANSFERS	INVESTMENT INCOME	*OTHER	EXPENDITURES	*OTHER	
LAND PURCHASES									
Local Funds:									
None									
State Appropriations:									
None									
TSSBA:									
None									
NEW CONSTRUCTION									
Local Funds									
Cardiology Building						98,075			(2,329,286)
COM Student Center	(2,427,361)								15,459
	15,459								
State Appropriations:									
NONE									
TSSBA:									
NONE									
MAJOR RENOVATIONS									
Local Funds:									
COM Surface Parking	20,494								20,494
Bldg 60 Renov-Simulation and Teaching Labs	6,081,000						2,000,000		4,081,000
State Appropriations:									
COM Electric Upgrade	15,573						2,000		13,573
COM Build HVAC Correction	113,361						113,361		-
COM Bldg Exterior Updates	1,196,514						600,000		596,514
Clinical Ed Bldg Electrical	54,204						54,204		-
Building 2 Chilled Water System	425,000						200,000		225,000
TSSBA:									
NONE									
SPECIAL PROJECTS									
Local Funds:									
NONE									
State Appropriations:									
NONE									
TSSBA:									
NONE									
Total	5,494,244					98,075	2,969,565		2,622,754

³ Rental Income

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN RENEWAL AND REPLACEMENT FUNDS
ESTIMATED BUDGET 2013-14**

ACCOUNT NAME	BALANCE JUNE 30, 2013	ADDITIONS				DEDUCTIONS			PROJECT BALANCE JUNE 30, 2014
		CURRENT FUND TRANSFERS	INVESTMENT INCOME	REALLOCATION	OTHER (FOOTNOTE)	EXPENDITURES	REALLOCATION	OTHER (FOOTNOTE)	
COM Equipment	11,659,861	(3,037,400) ¹	62,000			250,000			8,434,461
Total	11,659,861	(3,037,400)	62,000	-	-	250,000	-	-	8,434,461

¹ Transfer to Unrestricted

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN RENEWAL AND REPLACEMENT FUNDS
PROPOSED BUDGET 2014-15**

ACCOUNT NAME	BALANCE JUNE 30, 2014	ADDITIONS				DEDUCTIONS			PROJECT BALANCE JUNE 30, 2015
		CURRENT FUND TRANSFERS	INVESTMENT INCOME	REALLOCATION	OTHER (FOOTNOTE)	EXPENDITURES	REALLOCATION	OTHER (FOOTNOTE)	
COM Equipment	8,434,461	(2,560,300) ¹	62,000			400,000			5,536,161
Total	8,434,461	(2,560,300)	62,000	-	-	400,000	-	-	5,536,161

¹ Transfer to Unrestricted

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN RETIREMENT OF INDEBTEDNESS
ESTIMATED BUDGET 2013-14**

ACCOUNT NAME	PROJECT BALANCE JUNE 30, 2013	ADDITIONS				DEDUCTIONS				PROJECT BALANCE JUNE 30, 2014
		CURRENT FUND TRANSFERS	INVESTMENT INCOME	REALLOCATION	OTHER (FOOTNOTE)	Principal	Interest	REALLOCATION	OTHER (FOOTNOTE)	
Forensics (329)			1,000		84,690	41,220	42,710		1,760 ²	-
COM Student Center (340)	340,548	164,600				36,890	49,210		21,800 ³	397,248
Total Retirement of Indebtedness	340,548	164,600	1,000	-	84,690	36,890	91,920	-	23,560	397,248

¹ Transfer from Restricted Funds

² Administrative Charges

³ Administrative Charges, \$2,100.00; Transfer to Unrestricted, \$19,700.00.

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
ANALYSIS OF CHANGES IN RETIREMENT OF INDEBTEDNESS
PROPOSED BUDGET 2014-15**

ACCOUNT NAME	PROJECT BALANCE JUNE 30, 2014	ADDITIONS				DEDUCTIONS				PROJECT BALANCE JUNE 30, 2015
		CURRENT FUND TRANSFERS	INVESTMENT INCOME	REALLOCATION	OTHER (FOOTNOTE)	Principal	Interest	REALLOCATION	OTHER (FOOTNOTE)	
Forensics (329)	-		1,000		84,690 ¹	42,950	41,060		1,680 ²	-
COM Student Center (340)	397,248	147,300				37,460	48,650		2,020 ²	456,418
Total Retirement of Indebtedness	397,248	147,300	1,000	-	84,690	80,410	89,710	-	3,700	456,418

¹ Transfer from Restricted Funds

² Administrative Charges

**EAST TENNESSEE STATE UNIVERSITY - MEDICINE
UNRESTRICTED E&G LONGEVITY REPORTING FORM**

JULY PROPOSED BUDGET 2014-15

	ESTIMATED 2013-14	PROPOSED 2014-15
Total Unrestricted E&G longevity	<u>\$ 555,300.00</u>	<u>\$ 508,100.00</u>