

East Tennessee State University

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ETSU General Academic Operating Budgets and Analysis

Operating Budgets and Analysis

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2013

### 2013-2014 - ETSU General Academic Analysis Tables (October)

Budget and Financial Planning, East Tennessee State University

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# EAST TENNESSEE STATE UNIVERSITY

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REVISED  
ANALYSIS TABLES  
2013-2014

**TENNESSEE BOARD OF REGENTS  
EAST TENNESSEE STATE UNIVERSITY-GENERAL ACADEMIC CAMPUS  
2013-2014 OCTOBER BUDGET ANALYSIS**

**TABLE OF CONTENTS**

	Organization Charts	1
Form 1	Analysis of Budget Changes for Revenue Accounts	21
Form 1 (A)	Summary of Total Budget Changes by Function	22
Form 1 (B)	Summary of Total Budget Changes for Budget Categories	23
Form 2	Analysis of Non-credit Instruction Fees	24
Form 3	Summary by Unit - R & R and Contingency Allocation Computations	25
Form 4 (A)	Centers of Excellence/Emphasis - Actual 2012-13	26
Form 4 (B)	Centers of Excellence/Emphasis - October Budget 2013-14	27
Form 5	Basic Maintenance and Operation Expenditure Calculation	28
Form 6	Summary of Remedial, Developmental and Prescribed Courses	29
Form 7	Unrestricted and Restricted Athletics	30
Form 8 (A)	Positions Transferred From Restricted to Unrestricted	31
Form 8 (B) (1)	Regular Full-Time Positions - Filled and Unfilled - Auxiliaries Included	32
Form 8 (B) (2)	Regular Part-Time Positions - Filled and Unfilled - Auxiliaries Included	33
Form 9	Specialized Academic Fee Reporting	34
Form 10	Unrestricted E&G Longevity Reporting	39
Form 11	Lottery Scholarships	40
	Plant Fund Schedules	41

EAST TENNESSEE STATE UNIVERSITY  
Organizational Charts for October Budget Revision 2013-2014

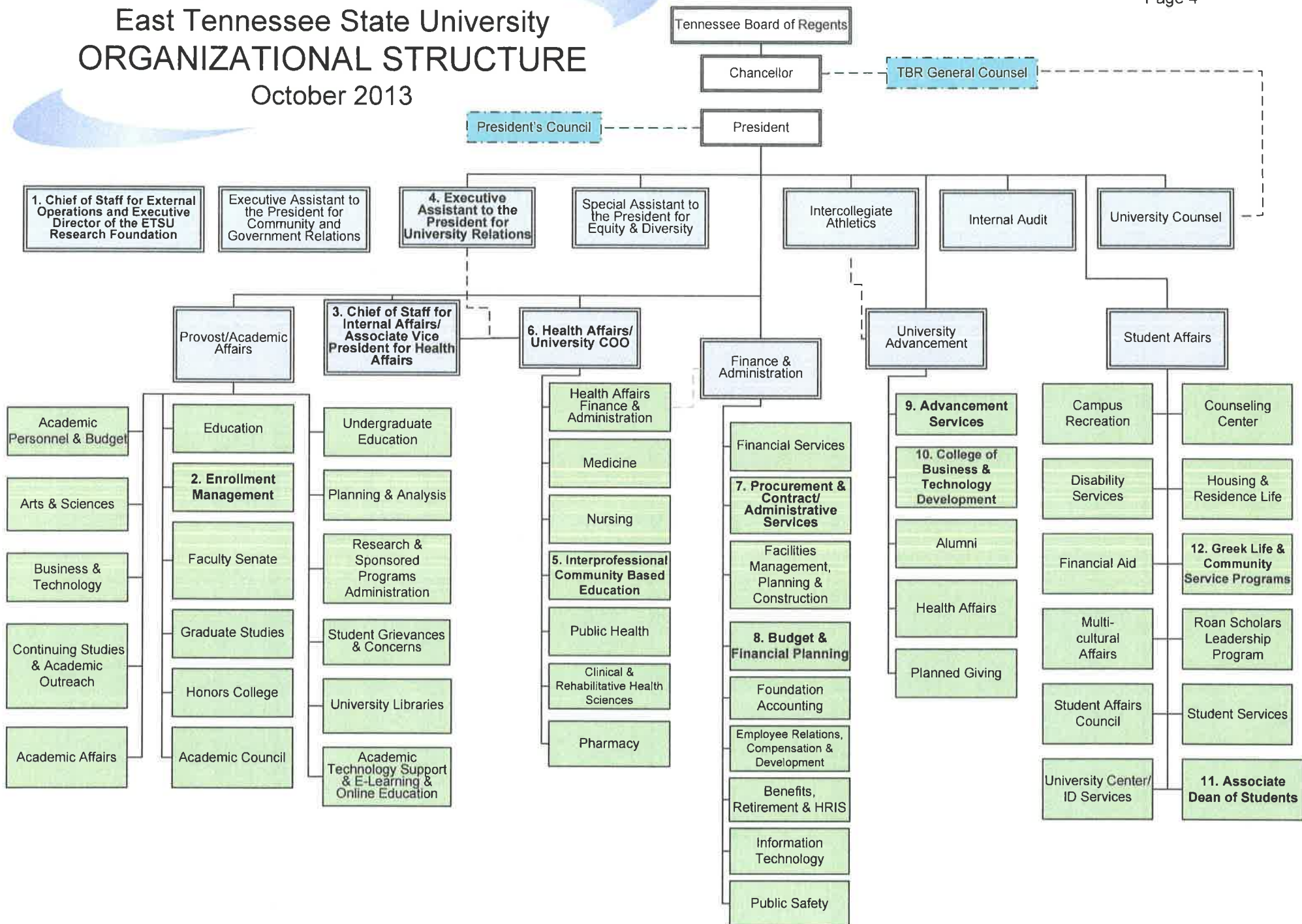
Current 2013-2014 Organizational Charts and Proposed October Budget Revision with narrative reflecting any changes.

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

SENIOR ADMINISTRATION

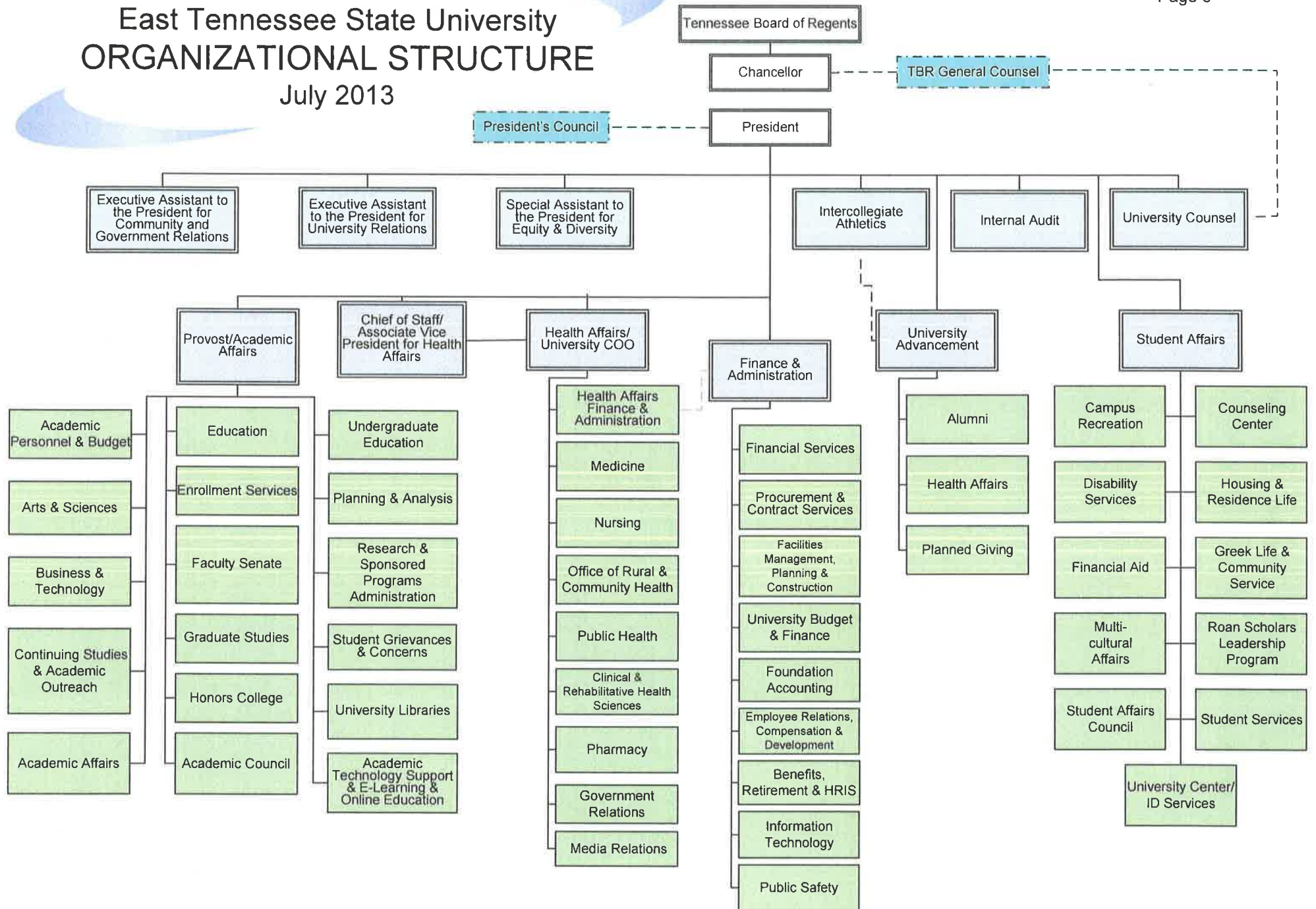
1. Added Chief of Staff for External Operations and Executive Director of the ETSU Research Foundation under President.
2. Corrected title of Enrollment Services to Enrollment Management under Provost/Academic Affairs.
3. Changed title Chief of Staff/Associate VP for Health Affairs to Chief of Staff for Internal Affairs/Associate VP for Health Affairs under President.
4. Added dotted line from Executive Assistant to the President for University Relations to Health Affairs/University COO.
5. Changed name of Office of Rural and Community Health to Interprofessional and Community Based Education under Health Affairs/University COO.
6. Deleted Government Relations and Media Relations under Health Affairs/University COO.

7. Changed name from Procurement & Contract Services to Procurement & Contract/Administrative Services under Finance and Administration.
8. Corrected title from University Budget & Finance to Budget & Financial Planning under Finance & Administration.
9. Added Advancement Services under University Advancement.
10. Added College of Business & Technology Development under University Advancement.
11. Added Associate Dean of Students under Student Affairs.
12. Corrected title from Greek Life & Community Service to Greek Life & Community Service Programs.



# East Tennessee State University ORGANIZATIONAL STRUCTURE

July 2013





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

DIVISION OF ACADEMIC AFFAIRS (PROVOST)

No Changes

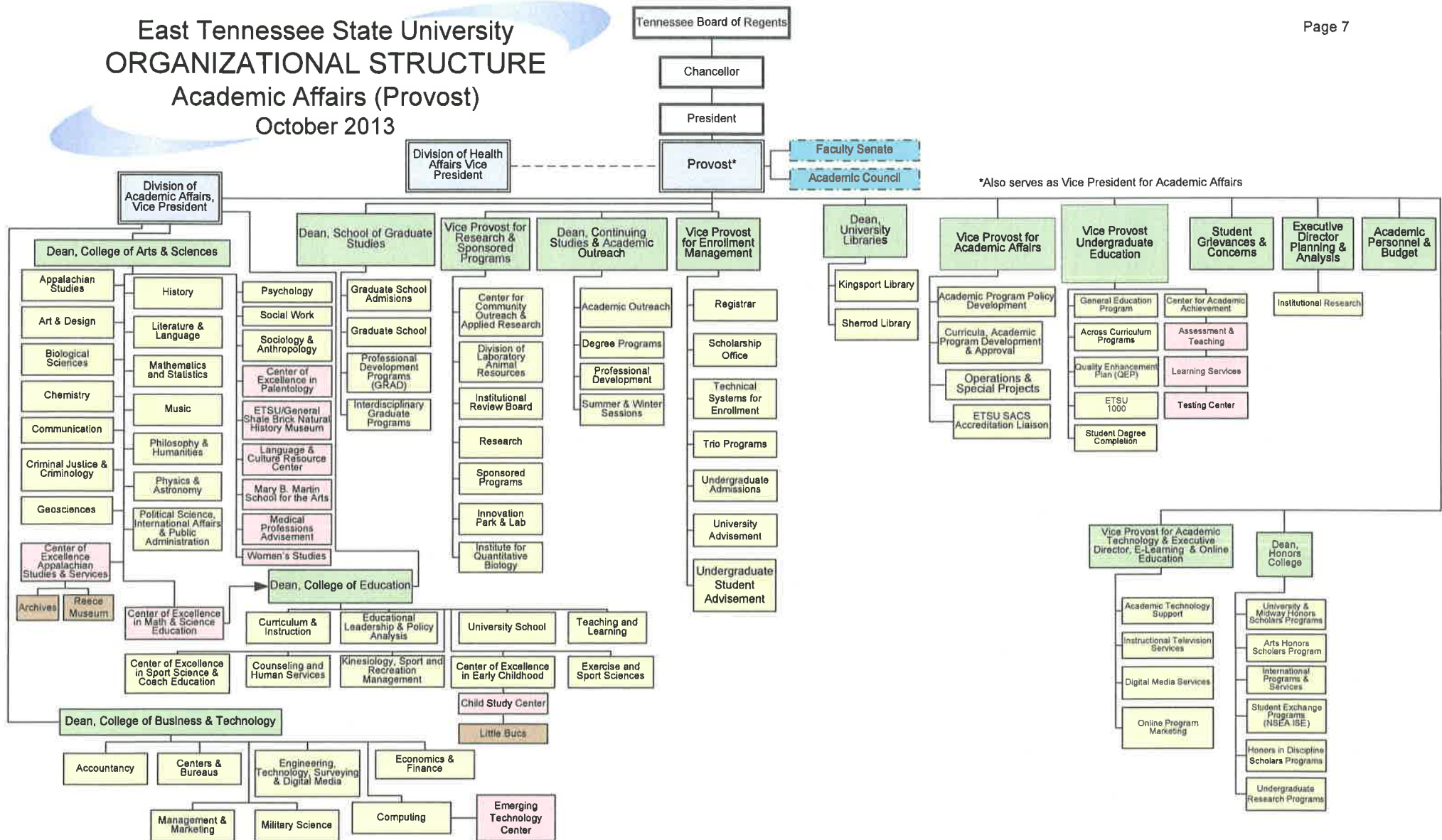
# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Academic Affairs (Provost)

October 2013

Page 7



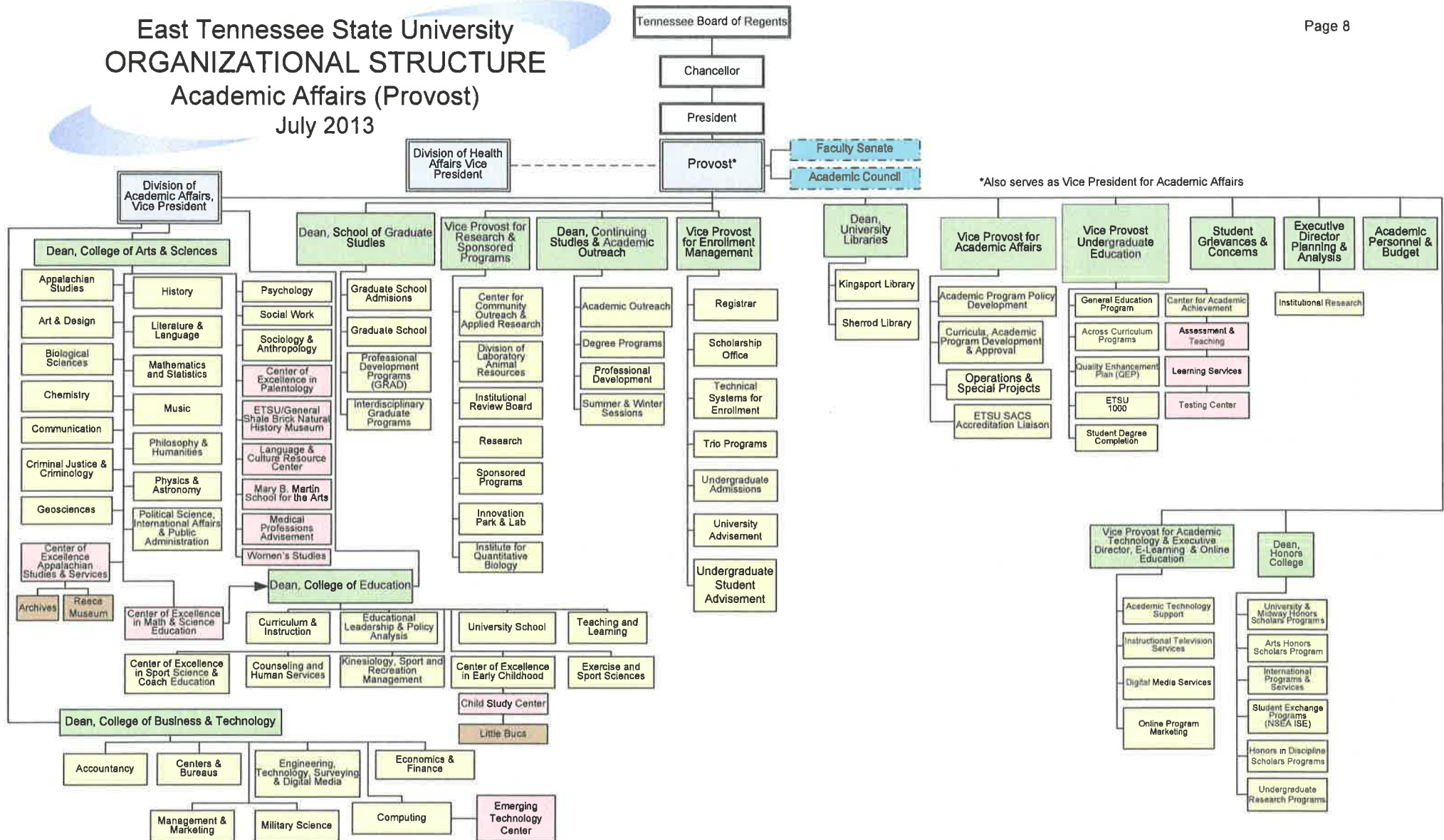
# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Academic Affairs (Provost)

July 2013

Page 8



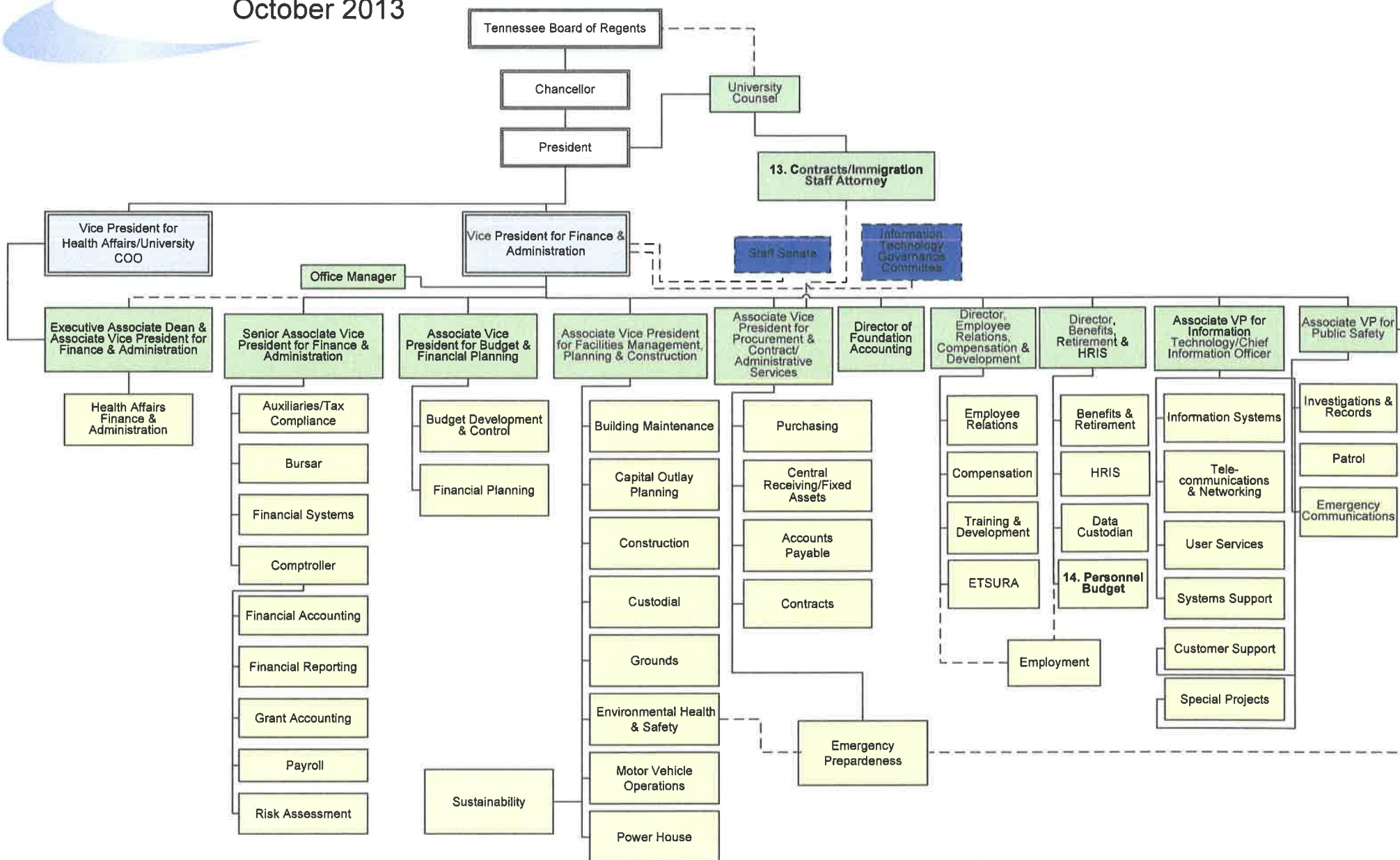
EAST TENNESSEE STATE UNIVERSITY  
Changes to Organizational Charts from July 2013  
October Budget Revision 2013

DIVISION OF FINANCE AND ADMINISTRATION

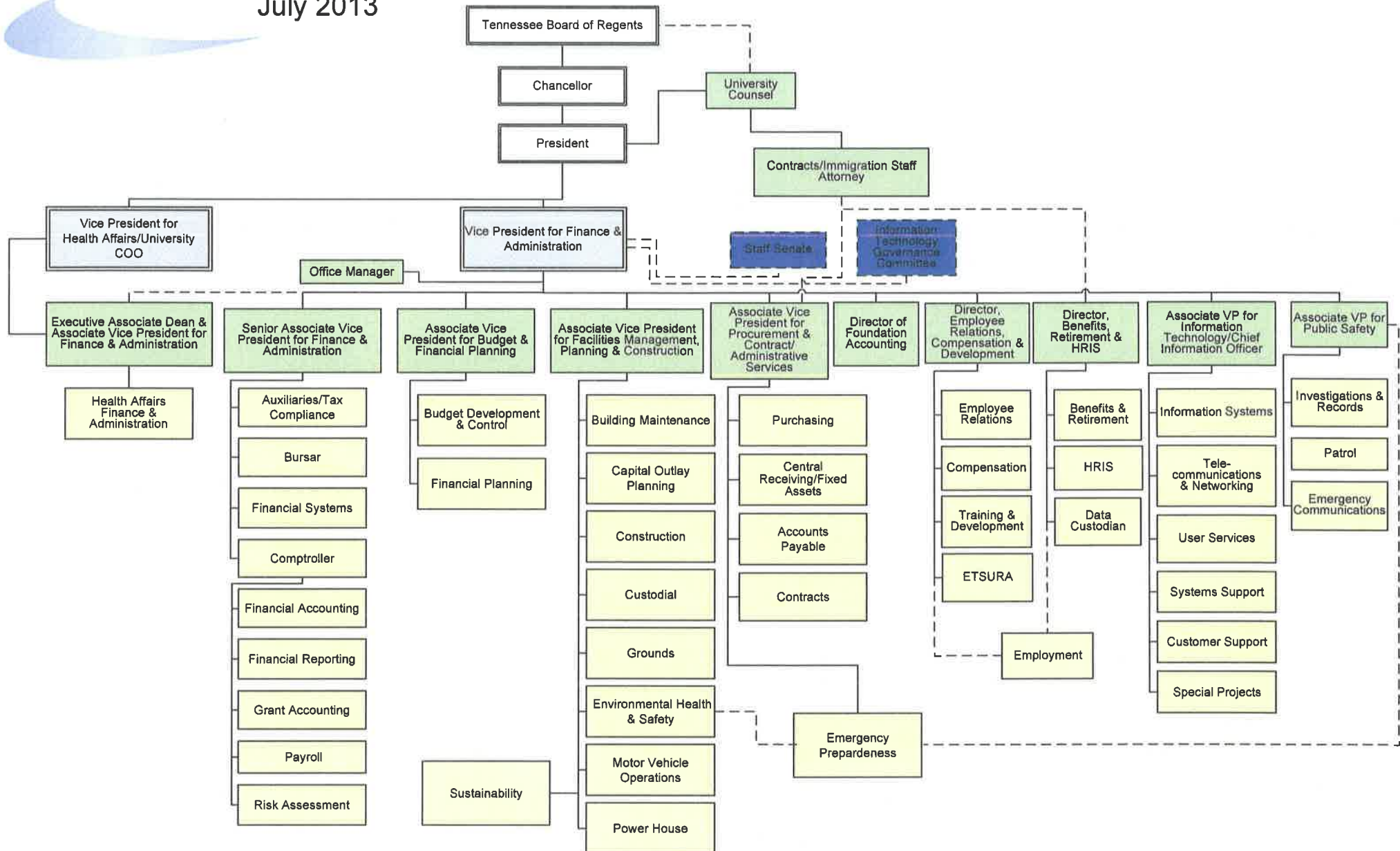
13. Deleted dotted line from Contracts/Immigration Staff Attorney to Director of Benefits, Retirement & HRIS.
14. Added Personnel Budget under Director of Benefits, Retirement & HRIS.

## Finance & Administration

October 2013







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

DIVISION OF ADVANCEMENT

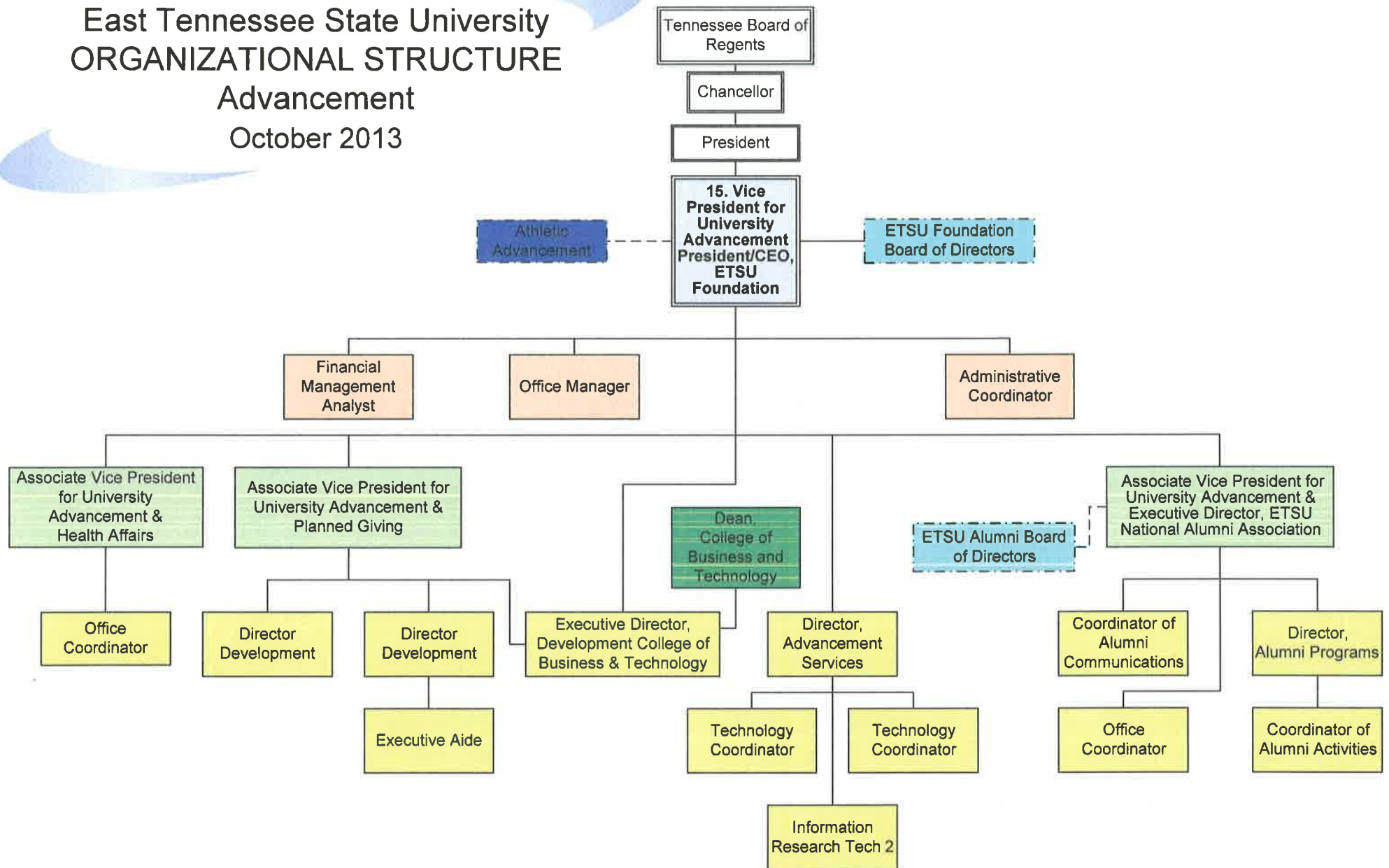
15. Chart redesigned by new Interim Vice President for University Advancement to reflect positions and functional areas.

# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Advancement

October 2013





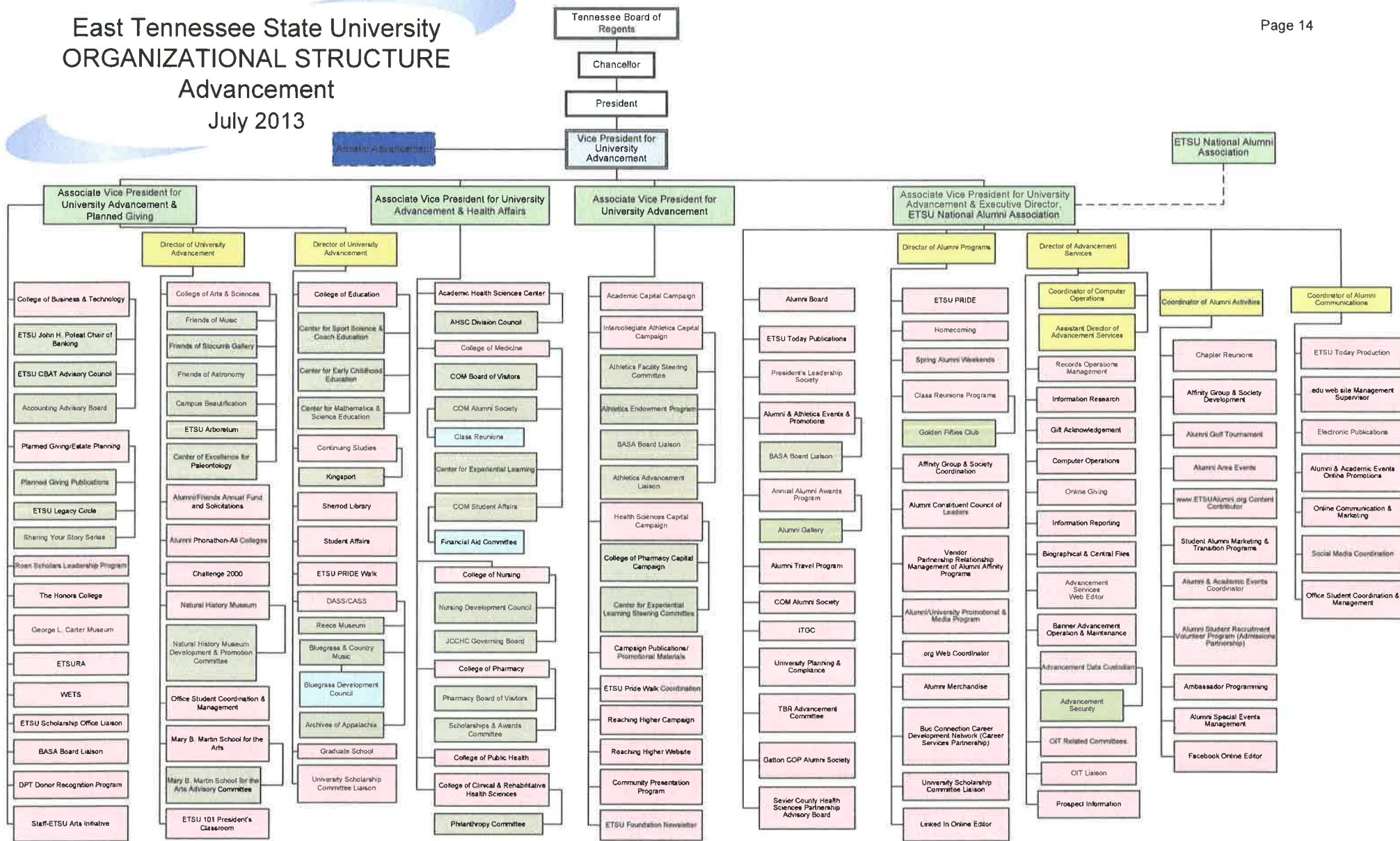
# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Advancement

July 2013

Page 14



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

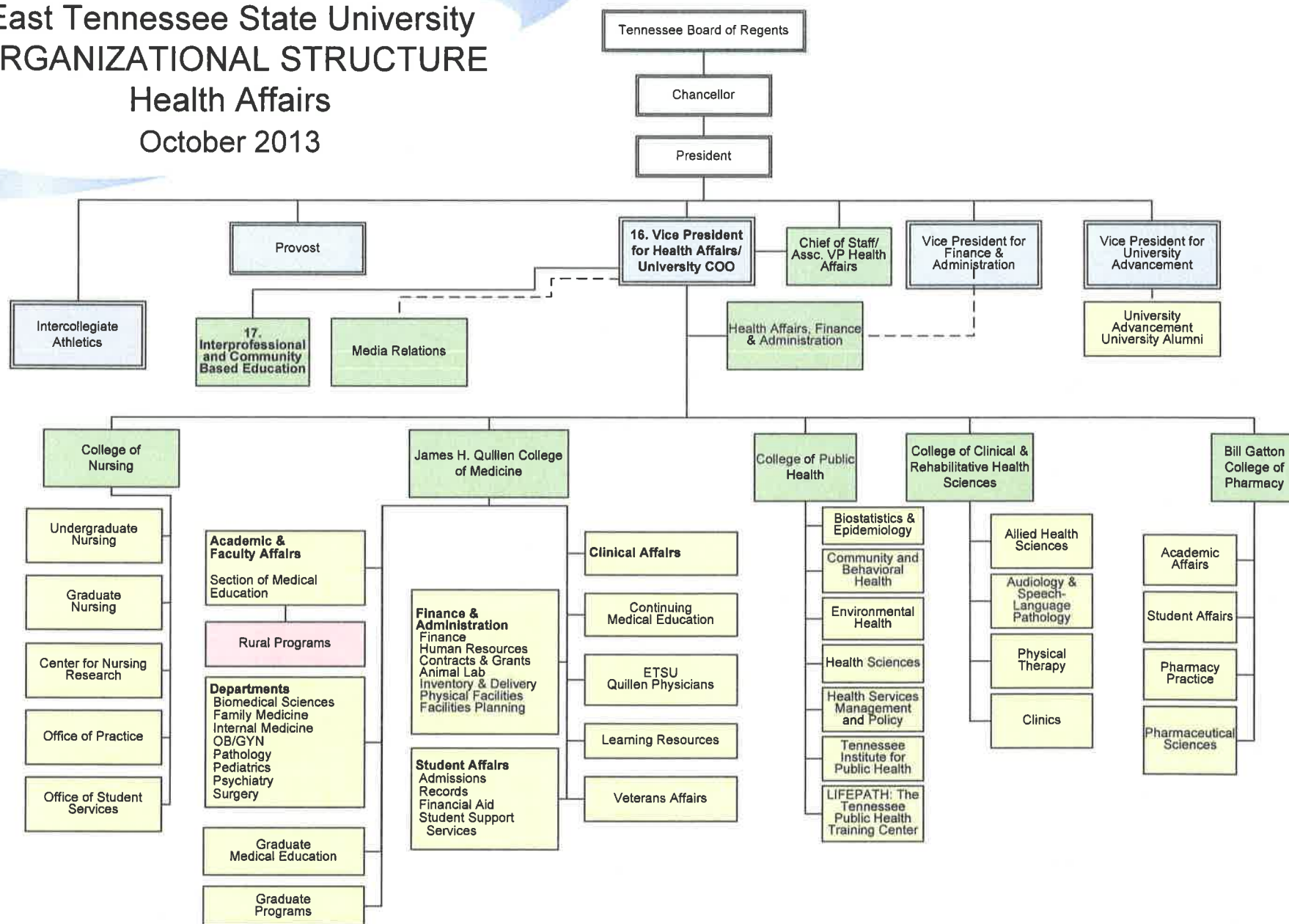
DIVISION OF HEALTH AFFAIRS

16. Deleted Government Relations under Vice President for Health Affairs/University COO.
17. Corrected title from Interprofessional and Community Based-Education to Interprofessional and Community Based Education under Vice President for Health Affairs/University COO.

# East Tennessee State University ORGANIZATIONAL STRUCTURE

## Health Affairs

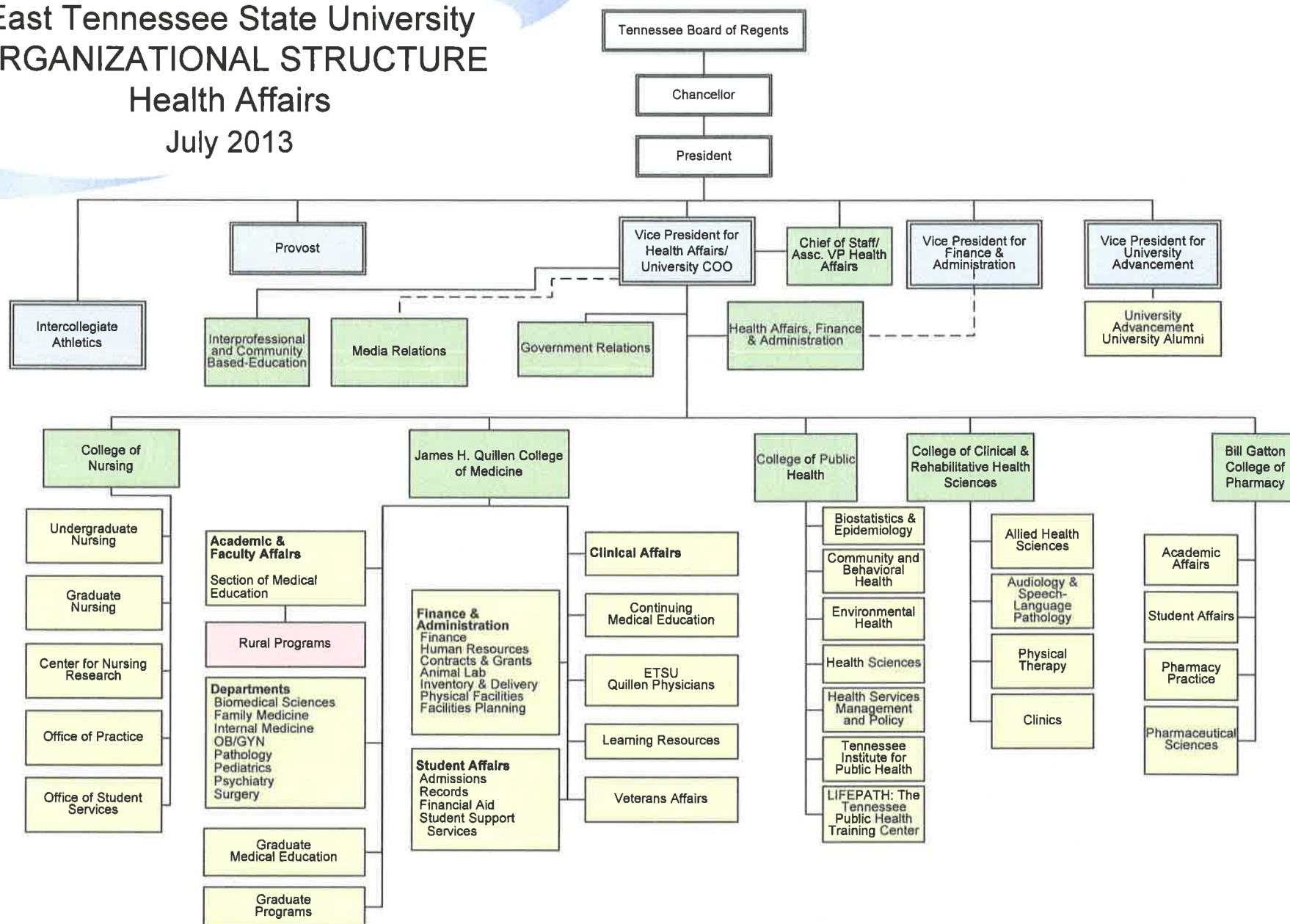
October 2013



# East Tennessee State University ORGANIZATIONAL STRUCTURE

## Health Affairs

July 2013



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

DIVISION OF STUDENT AFFAIRS

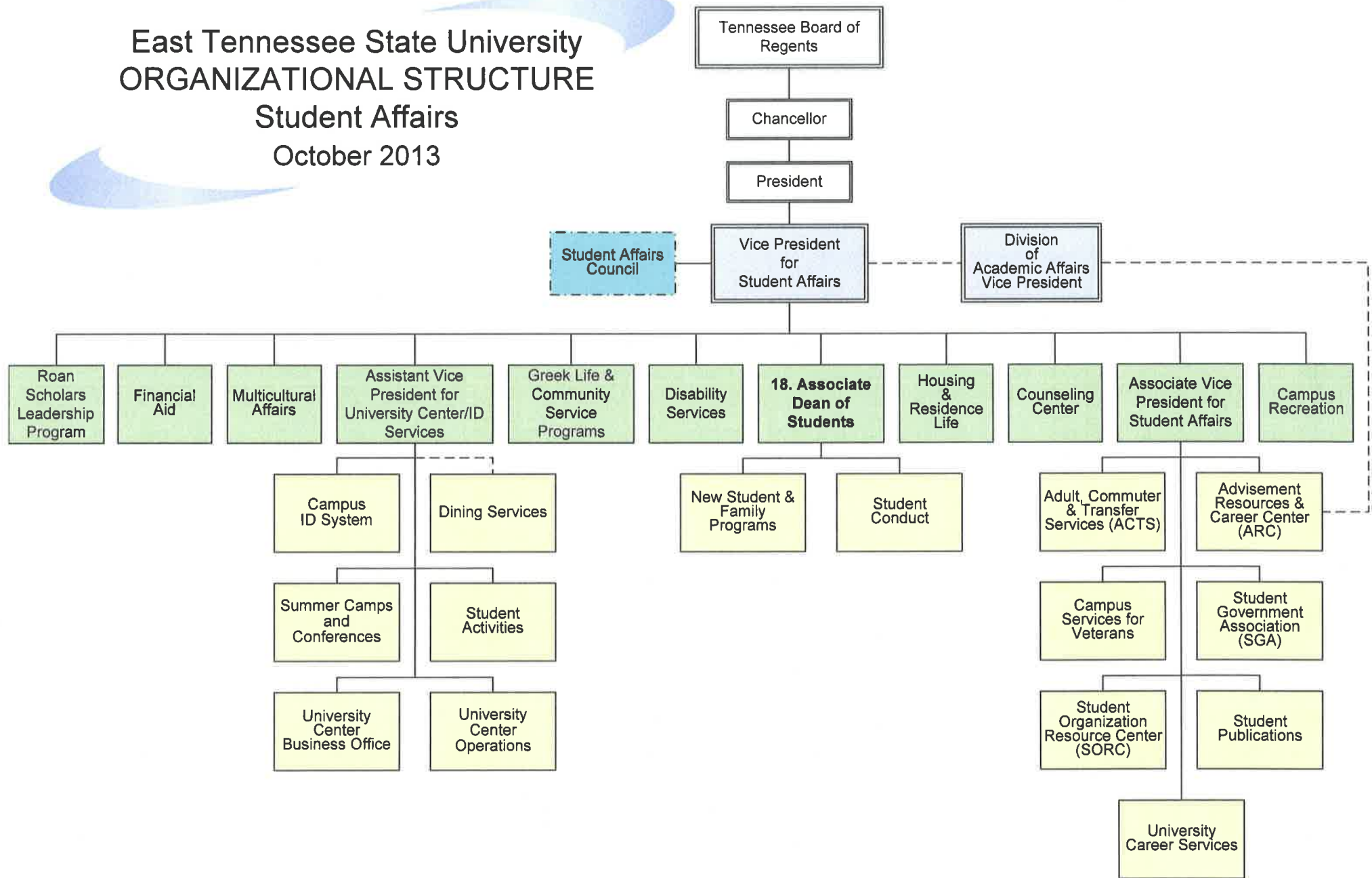
18. Added reporting line from Associate Dean of Students to Vice President for Student Affairs.

# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Student Affairs

October 2013



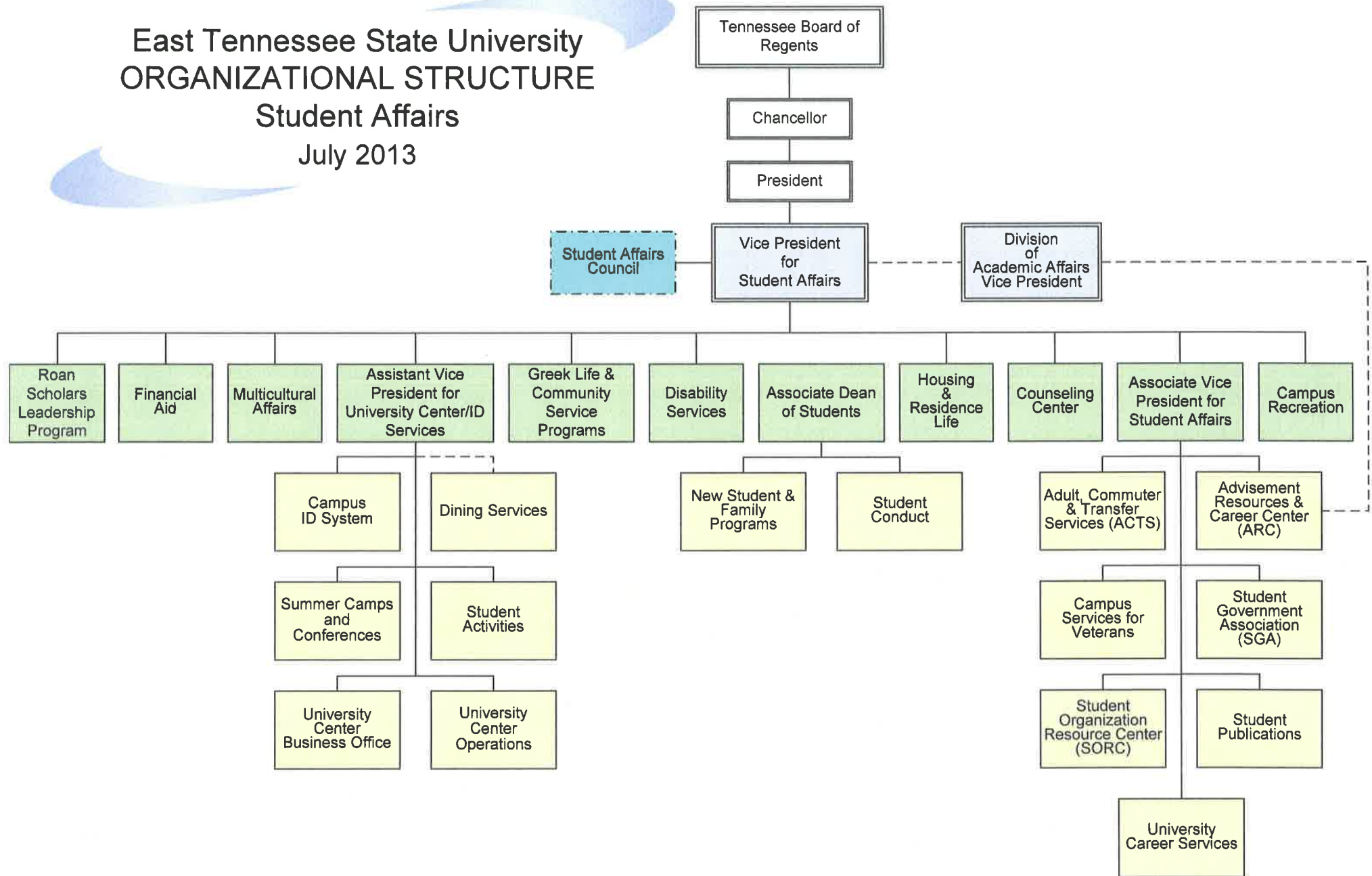


# East Tennessee State University

## ORGANIZATIONAL STRUCTURE

### Student Affairs

July 2013



**ANALYSIS OF BUDGET CHANGES FOR REVENUE ACCOUNTS  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

<u>ACCOUNT CODE</u>	<u>ACCOUNT NAME</u>	<u>2013-14 JULY BUDGET</u>	<u>2013-14 OCTOBER BUDGET</u>	<u>CHANGE</u>	<u>DESCRIPTION OF CHANGE</u>	<u>SOURCE OF FUNDS</u>
5105	Out-of-State Tuition	12,536,300.00	13,258,000.00	721,700.00	Enrollment higher than anticipated	Students
5160	CEU Student Fees	1,102,560.00	1,164,810.00	62,250.00	Increase in international participants	Public
5175	Late Registration Fees	150,000.00	63,500.00	(86,500.00)	Decrease based on last years actual	Students
5155	RODP Fee	651,000.00	737,000.00	86,000.00	Increase in student participation	Students
51657	Nursing Differential Fee	-	28,050.00	28,050.00	To recognize summer revenue, fee is now included in Nursing Acad Health Sci Spec Fee	Students
51800	Bad Check Fines	4,500.00	5,300.00	800.00	Increase based on last years actual	Students
51801	Library Fines	10,000.00	7,800.00	(2,200.00)	Decrease based on last years actual	Students
51802	Lost Library Materials Fees	2,000.00	1,500.00	(500.00)	Decrease based on last years actual	Students
51803	Deferred Payment Service Fees	57,700.00	71,000.00	13,300.00	Increase based on last years actual	Students
51809	Music Fees	36,350.00	87,440.00	51,090.00	Fall semesters participation in applied music is above base.	Students
51811	Nursing Clinical Course Fees	-	6,800.00	6,800.00	To recognize summer revenue, fee is now included in Nursing Acad Health Sci Spec Fee	Students
51815	ETD Microfilm Fee	-	5,000.00	5,000.00	Microfilm fee payments for distance students	Students
5400	State Grants & Contracts	395,000.00	315,000.00	(80,000.00)	Decrease based on last years actual	Granting Agencies
5600	Private Grants & Contracts	90,000.00	80,000.00	(10,000.00)	Decrease based on last years actual	Granting Agencies
58360	Advanced Standing Ex	2,000.00	1,000.00	(1,000.00)	Decrease based on last years actual	Students
58402	NH Museum Gift Shop Revenue	-	74,250.00	74,250.00	Gift shop no longer contractual	Public
58866	Student Center Rentals	8,000.00	8,900.00	900.00	Increase based on last years actual	Students and Public
58801	Endowment Income	43,500.00	5,200.00	(38,300.00)	Decrease based on actual	Public
330	Housing	15,203,900.00	14,283,500.00	(920,400.00)	Decrease in housing occupancy	Students
380	Parking	1,735,000.00	1,446,500.00	(288,500.00)	Decrease in student enrollment	Students
370	Post Office	308,000.00	290,000.00	(18,000.00)	Decrease in student enrollment	Students
350	Wellness Facility	1,515,870.00	1,395,870.00	(120,000.00)	Decrease in student enrollment	Campus Community
390	Other Auxiliaries	70,500.00	65,500.00	(5,000.00)	Decrease in student enrollment	Campus Community



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

	<u>JULY BUDGET 2013-14</u>	<u>OCTOBER BUDGET 2013-14</u>	<u>Difference</u>	<u>Explanation For Significant Changes</u>
Instruction	87,353,600.00	87,975,600.00	622,000.00	Increase in salaries and benefits, reallocation of 6/30/13 fund balances and adjustments for tuition increase
Research	2,762,400.00	3,254,900.00	492,500.00	Increase in salaries and benefits, reallocation of 6/30/13 fund balances and reallocations from restricted funds
Public Service	2,026,300.00	2,105,100.00	78,800.00	Increase in salaries and benefits, expenditure allocation related to revenue producing programs and adjustments for tuition increases
Academic Support	18,184,900.00	18,272,000.00	87,100.00	Increase in salaries and benefits, reallocation of 6/30/13 fund balances and adjustments for tuition increase
Student Services	22,001,800.00	21,519,000.00	(482,800.00)	Budget reductions and reallocation of Athletic expenditures
Institutional Support	15,530,400.00	15,775,400.00	245,000.00	Increase in salaries and benefits, adjustments per TBR guidelines and adjustments for tuition increase
Operation and Maintenance	13,587,400.00	13,774,500.00	187,100.00	Increase in salaries and benefits
Scholarships and Fellowships	<u>13,350,500.00</u>	<u>14,412,100.00</u>	<u>1,061,600.00</u>	Increase in scholarships cost based upon tuition increase
TOTAL	<u>\$174,797,300.00</u>	<u>\$ 177,088,600.00</u>	<u>\$2,291,300.00</u>	

**SUMMARY OF TOTAL BUDGET CHANGES FOR BUDGET CATEGORIES  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	<u>JULY BUDGET 2013-14</u>	<u>OCTOBER BUDGET 2013-14</u>	<u>Difference</u>	<u>Explanation For Significant Changes</u>
Professional Salaries	75,982,000.00	77,618,400.00	1,636,400.00	1.5% ATB, Equity Increases and faculty promotions
Other Salaries	15,606,300.00	15,647,100.00	40,800.00	1.5% ATB and Equity Increases
Travel	1,459,200.00	2,118,600.00	659,400.00	Reallocation of funds from other categories to met University priorities
Employee Benefits	34,822,200.00	40,407,400.00	5,585,200.00	Increase in salaries, reclassification of GA waivers from operating and tuition increase for employee benefits
Operating Expense	46,728,200.00	39,630,700.00	(7,097,500.00)	Reclassification of GA waivers, reallocation of funds to meet University priorities and decrease in expenditure allocations related to revenue producing programs and budget reductions.
Capital Outlay	<u>199,400.00</u>	<u>1,666,400.00</u>	<u>1,467,000.00</u>	Reallocation of funds from other categories to met University priorities
TOTAL	<u>\$ 174,797,300.00</u>	<u>\$ 177,088,600.00</u>	<u>\$ 2,291,300.00</u>	

**ANALYSIS OF NON-CREDIT INSTRUCTION FEES  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

**I. ANALYSIS OF NON-CREDIT INSTRUCTION FEES****A. Instructional Costs**

1.	Total Instructional Salaries	62,110.00
2.	Total Contracted Service	<u>30,000.00</u>
<b>Total Instructional Costs</b>		92,110.00

**B. 125% of Instructional Costs**115,137.50**C. Non-credit Instruction Fee Revenue**

(should agree with Total Revenue presented in Section II.)

1,164,810.00**D. Revenue Over/(Under)\* 125% of Instructional Costs**1,049,672.50

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

**II. SCHEDULE OF NON-CREDIT INSTRUCTION REVENUES AND EXPENDITURES**

	Office of Professional Development 100-72100-51600 200-25070	Non Degree Inst CEU 100-50712-51601 300-50712	Prof Development Departmental Share 100-72100-51602 200-25072	Early Childhood Conference 100-23156-51605 200-23156	CEU Student Fees ROCE 100-72100-51610	ELS Fees 100-72100-51615	Total
<b>A. Revenues</b>							
Non-credit Instruction Fees	335,000.00	461,460.00	159,500.00	107,250.00	1,600.00	100,000.00	1,164,810.00
<b>B. Expenditures</b>							
Salaries-Professional	75,850.00	39,160.00		26,680.00			141,690.00
Salaries-Instructional	62,110.00						62,110.00
Salaries-Other	44,650.00	300.00					44,950.00
Contractual Services	30,000.00						30,000.00
Benefits	40,780.00	21,000.00		10,690.00			72,470.00
Equipment				-			-
Travel	4,000.00	5,000.00		2,200.00			11,200.00
Operating Expenses	64,500.00	386,010.00	159,500.00	94,540.00			704,550.00
<b>Total Expenditures</b>	321,890.00	451,470.00	159,500.00	134,110.00	-	-	1,066,970.00

**SUMMARY BY UNIT - R & R AND CONTINGENCY ALLOCATION COMPUTATIONS**  
**EAST TENNESSEE STATE UNIVERSITY**  
**OCTOBER BUDGET 2013-14**

	<u>Actual Fund Balance 7/1/13</u>	<u>Revenues</u>	<u>Cost of Goods Sold</u>	<u>Gross Margin</u>	<u>Other Expenditures</u>	<u>Mandatory Transfers</u>	<u>Non-mandatory Transfers</u>	<u>Profit/(Loss)</u>	<u>Estimated Ending Fund Bal 6/30/14</u>
Auxiliary Enterprises:									
Bookstore	19,900.00	368,900.00		368,900.00	76,670.00		292,230.00	-	19,900.00
Director of Auxiliaries	(2,350.00)			-				-	(2,350.00)
Food Services	24,490.00	710,300		710,300.00	337,610.00		370,340.00	2,350.00	26,840.00
Housing	1,213,950.00	14,283,500.00		14,283,500.00	6,928,130.00	6,627,740.00	727,630.00	-	1,213,950.00
Vending	3,500.00	65,500.00		65,500.00	32,060.00		33,440.00	-	3,500.00
Parking	118,990.00	1,446,500.00		1,446,500.00	758,310.00	20,000.00	668,190.00	-	118,990.00
Postal Services	(12,570.00)	290,000.00		290,000.00	252,720.00		37,280.00	-	(12,570.00)
Center for Physical Activities	41,040.00	1,395,870.00		1,395,870.00	1,311,030.00		84,840.00	-	41,040.00
<b>Total</b>	<b>1,406,950.00</b>	<b>18,560,570.00</b>	<b>-</b>	<b>18,560,570.00</b>	<b>9,696,530.00</b>	<b>6,647,740.00</b>	<b>2,213,950.00</b>	<b>2,350.00</b>	<b>1,409,300.00</b>

**Contingency Allocation:**

5% of Revenue	905,540.00
Per Budget	<u>905,540.00</u>
Difference*	<u>0.00</u>

**R & R Transfer:**

5% of Gross Margin	928,028.50
Per Budget	<u>2,013,950.00</u>
Difference*	<u>1,085,921.50</u>

\* Any difference should be explained.

**CENTERS OF EXCELLENCE/EMPHASIS  
EAST TENNESSEE STATE UNIVERSITY  
ACTUAL 2012-13**

I.	<b><u>Restricted Revenue</u></b>	State <u>Appropriation</u>	<u>Carryforward</u>	Other <u>(Describe)</u>	<u>Total</u>			
	Center for Appalachian Studies and Services	283,600.00	77,630.00	-	361,230.00			
	Center for Early Childhood Learning and Development	177,200.00	28,120.00	-	205,320.00			
	Total	<u>460,800.00</u>	<u>105,750.00</u>	<u>-</u>	<u>566,550.00</u>			
II.	<b><u>Restricted Expenditures</u></b>	Amount of Expenditures						
		<u>Salaries</u>	<u>Longevity</u>	<u>Benefits</u>	<u>Travel</u>	<u>Operating Exp.</u>	<u>Equipment</u>	<u>Total</u>
	Center for Appalachian Studies and Services	222,946.82	600.00	96,013.38	-	3.60	-	319,563.80
	Center for Early Childhood Learning and Development	136,695.73	3,033.00	33,720.32	-	1,485.36	-	174,934.41
	Total	<u>359,642.55</u>	<u>3,633.00</u>	<u>129,733.70</u>	<u>-</u>	<u>1,488.96</u>	<u>-</u>	<u>494,498.21</u>
	Unrestricted E & G		Outside Source					
III.	<b><u>Matching Funds</u></b>	<u>Program Code/Org Code</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>	<u>Total</u>		
	Center for Appalachian Studies and Services	300/21851	14,097.00	Grants and Foundation	183,442.00	197,539.00		
	Center for Early Childhood Learning and Development	350/23151 400/23155	58,365.00 28,222.00	Grants and Foundation	1,497,046.00	1,525,268.00		
	Total		<u>100,684.00</u>		<u>1,680,488.00</u>	<u>1,722,807.00</u>		

**CENTERS OF EXCELLENCE/EMPHASIS  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER 2013-14**

I.	<u>Restricted Revenue</u>	<u>State</u> <u>Appropriation</u>	<u>Carryforward</u>	<u>Other</u> <u>(Describe)</u>	<u>Total</u>			
	Center for Appalachian Studies and Services	295,900.00	41,660.00	-	337,560.00			
	Center for Early Childhood Learning and Development	184,200.00	30,390.00	-	214,590.00			
	Total	<u>480,100.00</u>	<u>72,050.00</u>	<u>-</u>	<u>552,150.00</u>			
II.	<u>Restricted Expenditures</u>	<u>Amount of Expenditures</u>						
		<u>Salaries</u>	<u>Longevity</u>	<u>Benefits</u>	<u>Travel</u>	<u>Operating Exp.</u>	<u>Equipment</u>	<u>Total</u>
	Center for Appalachian Studies and Services	216,220.00	700.00	82,660.00	-	37,980.00	-	337,560.00
	Center for Early Childhood Learning and Development	132,220.00	3,200.00	39,560.00	-	39,610.00	-	214,590.00
	Total	<u>348,440.00</u>	<u>3,900.00</u>	<u>122,220.00</u>	<u>-</u>	<u>77,590.00</u>	<u>-</u>	<u>552,150.00</u>
III.	<u>Matching Funds</u>	<u>Unrestricted E &amp; G</u>		<u>Outside Source</u>				
		<u>Program Code/Org Code</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>	<u>Total</u>		
	Center for Appalachian Studies and Services	300/21851	20,740.00	Grants and Foundation	366,580.00	387,320.00		
	Center for Early Childhood Learning and Development	350/23151	56,070.00	Grants and Foundation	1,535,860.00	1,565,860.00		
		400/23155	30,000.00					
	Total		<u>106,810.00</u>		<u>1,902,440.00</u>	<u>1,953,180.00</u>		

**BASIC MAINTENANCE AND OPERATION EXPENDITURE CALCULATION  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

Total M&O Expenditures		<u>13,774,440.00</u>
Less: E & G Utilities	(enter as negative amount)	<u>(3,709,340.00)</u>
Staff Benefits	(enter as negative amount)	<u>(3,220,780.00)</u>
Longevity	(enter as negative amount)	<u>(219,330.00)</u>
Plus: Extraordinary Maintenance Transfer		<u>-</u>
Net Basic M & O Expenditures		<u>6,624,990.00</u>
Basic M & O Funded Amount		<u>4,168,600.00</u>
Actual % of Funded Amount		<u>159%</u>

**REMEDIAL, DEVELOPMENTAL, AND PRESCRIBED COURSES  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	<u>ACTUAL 2012-13</u>	<u>JULY 2013-14</u>	<u>OCTOBER 2013-14</u>
Admin Salaries	-	-	-
Professional Support Salaries	109,299.00	109,500.00	112,510.00
Academic Salaries	196,210.00	196,610.00	202,950.00
Supporting Salaries	20,848.00	20,910.00	21,510.00
Student Wages	-	-	-
Employee Benefits	178,050.00	125,410.00	125,410.00
Travel	-	-	-
Operating Expenses	-	-	-
Capital Outlay	-	-	-
<b>TOTAL</b>	<u><u>\$ 504,407.00</u></u>	<u><u>\$ 452,430.00</u></u>	<u><u>\$ 462,380.00</u></u>



**UNRESTRICTED AND RESTRICTED ATHLETICS**  
**EAST TENNESSEE STATE UNIVERSITY**  
**OCTOBER BUDGET 2013-14**

			Actual 2012-13			July 2013-14			October 2013-14		
			Unrest.	Rest.	Total	Unrest.	Rest.	Total	Unrest.	Rest.	Total
<b>REVENUES:</b>											
1.	Student athletic fees		3,658,304.30		3,658,304.30	7,127,200.00		7,127,200.00	6,725,000.00		6,725,000.00
2.	General Fund Support		4,842,810.00		4,842,810.00	4,786,980.00		4,786,980.00	4,777,300.00		4,777,300.00
3.	Ticket sales		314,477.66		314,477.66	350,500.00		350,500.00	375,500.00		375,500.00
4.	Game guarantees		400,439.79		400,439.79	213,000.00		213,000.00	213,000.00		213,000.00
5.	Conference income		26,837.19		26,837.19	50,000.00		50,000.00	90,000.00		90,000.00
6.	Conference tournament		-		-	-		-	-		-
7.	NCAA proceeds		331,836.00		331,836.00	200,000.00		200,000.00	264,700.00		264,700.00
8.	Program/ad sales		-		-	-		-	-		-
9.	Concessions		11,044.63		11,044.63	10,800.00		10,800.00	10,800.00		10,800.00
10.	TV/radio income		118,669.54		118,669.54	170,000.00		170,000.00	170,000.00		170,000.00
11.	Gifts		-	94,045.63	94,045.63	-	80,000.00	80,000.00	-	90,000.00	90,000.00
12.	Interest income		-		-	-		-	-		-
13.	Athletic marketing/advertising		344,409.99		344,409.99	300,000.00		300,000.00	300,000.00		300,000.00
14.	Parking permits		-		-	-		-	-		-
15.	Licensing fees		35,221.87		35,221.87	30,000.00		30,000.00	50,000.00		50,000.00
16.	Other		-		-	-		-	-		-
	Special Events		-		-	2,150.00		2,150.00	2,150.00		2,150.00
	In-kind		485,771.19		485,771.19	200,000.00		200,000.00	200,000.00		200,000.00
<b>Total Revenues</b>			<b>\$ 10,569,822.16</b>	<b>\$ 94,045.63</b>	<b>\$ 10,663,867.79</b>	<b>\$ 13,440,630.00</b>	<b>\$80,000.00</b>	<b>\$ 13,520,630.00</b>	<b>\$ 13,178,450.00</b>	<b>\$ 90,000.00</b>	<b>\$ 13,268,450.00</b>
1.	Administrative salaries		1,320,149.01		1,320,149.01	1,312,400.00		1,312,400.00	1,235,570.00		1,235,570.00
2.	Coaches salaries		1,899,958.25	27,616.12	1,927,574.37	2,381,550.00		2,381,550.00	2,709,990.00		2,709,990.00
3.	Support staff salaries		208,201.79		208,201.79	177,320.00		177,320.00	112,950.00		112,950.00
4.	Employee benefits		1,007,345.59	7,054.59	1,014,400.18	1,279,480.00		1,279,480.00	1,242,320.00		1,242,320.00
5.	Team travel		936,266.14		936,266.14	788,100.00		788,100.00	742,600.00		742,600.00
6.	Other travel		248,344.24		248,344.24	262,700.00		262,700.00	262,700.00		262,700.00
7.	Scholarships		3,373,419.59	1,347.56	3,374,767.15	3,631,000.00		3,631,000.00	3,424,070.00		3,424,070.00
8.	Post-season expense		-		-	-		-	-		-
9.	Other operating		1,389,525.23	58,027.36	1,447,552.59	1,575,830.00	80,000.00	1,655,830.00	1,531,180.00	90,000.00	1,621,180.00
10.	Capital outlay		314,800.00		314,800.00	-		-	-		-
11.	Transfers		(131,261.87)		(131,261.87)	2,032,250.00		2,032,250.00	1,923,010.00		1,923,010.00
<b>Total Expenses</b>			<b>\$ 10,566,747.97</b>	<b>\$ 94,045.63</b>	<b>\$ 10,660,793.60</b>	<b>\$ 13,440,630.00</b>	<b>\$80,000.00</b>	<b>\$ 13,520,630.00</b>	<b>\$ 13,184,390.00</b>	<b>\$ 90,000.00</b>	<b>\$ 13,274,390.00</b>
Less: Prior Year Encumbrances			(2,862.00)		(2,862.00)	-		-	(5,940.00)		(5,940.00)
Plus: Current Year Encumbrances			5936.19		5,936.19	-		-	-		-
<b>Total Adjusted Expenses</b>			<b>\$ 10,569,822.16</b>	<b>\$ 94,045.63</b>	<b>\$ 10,663,867.79</b>	<b>\$ 13,440,630.00</b>	<b>\$80,000.00</b>	<b>\$ 13,520,630.00</b>	<b>\$ 13,178,450.00</b>	<b>\$ 90,000.00</b>	<b>\$ 13,268,450.00</b>

**POSITIONS TRANSFERRED FROM RESTRICTED  
ACCOUNTS TO UNRESTRICTED ACCOUNTS  
EAST TENNESSEE STATE UNIVERSITY  
October Budget 2013-14**

**Old Account**

Title	Account Code	Program/Org Code	Position No.
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NONE

**New Account**

Title	Obj. Code	Program/Org Code	Position No.
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**REGULAR FULL-TIME POSITIONS  
FILLED AND UNFILLED  
AUXILIARIES INCLUDED  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	10/12			7/13			10/13			DIFFERENCE 7/13 TO 10/13		
	UNREST	REST	AUX	UNREST	REST	AUX	UNREST	REST	AUX	UNREST	REST	AUX
FACULTY	637	19	0	662	14	0	663	14	0	1	0	0
ADM	49	2	1	51	2	1	49	2	1	-2	0	0
MAINT/TECH/SUPP	512	75	23	516	66	23	515	68	23	-1	2	0
PROF SUPPORT	376	183	15	389	161	15	401	166	15	12	5	0
TOTAL	1,574	279	39	1,618	243	39	1,628	250	39	10	7	0

**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	Editorial Assistant	Graduate Studies	Unrestricted	Academic Support	24,220	Convert 80% position to 100% due to increased workload
	Library Assistant 3	Library	Unrestricted	Academic Support	23,640	Convert 83% position to 100% due to increased workload
PROF SUPPORT	Graphic Designer	Online Programs	Unrestricted	Instruction	21,270	Critical to effectively market online programs (1/2 salary)
3	Assistant Coach	Men's Football	Unrestricted	Student Services	20,000 each	Support new football program (1/2 salary)
	Int'l Student Recruiter	Admissions	Unrestricted	Student Services	35,190	Manage ETSU's international student recruitment plan
	Acad. Cred. Analyst	Admissions	Unrestricted	Student Services	19,360	Needed due to increased number of int'l student applications (1/2 salary)
	Director	Advancement	Unrestricted	Institutional Support	24,220	Coordinate advancement/alumni activities for Honors College (1/2 salary)
	Emer. Mgmt. Coord.	Emer. Preparedness	Unrestricted	Institutional Support	24,220	Manage emergency preparedness policies and protocols and provide and training for students, faculty, and staff (1/2 salary)

**DELETED POSITIONS**

	<u>POSITION TITLE</u>	<u>DEPARTMENT</u>	<u>FUND</u>	<u>FUNCTIONAL AREA</u>	<u>SALARY</u>	<u>JUSTIFICATION</u>
FACULTY						
ADM			NONE			
MAINT/TECH/SUPP						
PROF SUPPORT						
<b>EXAMPLE:</b>						
	New Positions Listed Above			Faculty	0	Maint/Tech Support 2
	Deleted Positions Listed Above			Admin	0	Prof Support 8
	Transfer from Restricted to Unrestricted (Per Form 9.B.)				0	0
	Transfers between objects				0	0
					1	4
TOTAL					1	12

**REGULAR PART-TIME POSITIONS  
FILLED AND UNFILLED  
AUXILIARIES INCLUDED  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	10/12			7/13			10/13			DIFFERENCE 7/13 TO 10/13		
	UNREST	REST	AUX	UNREST	REST	AUX	UNREST	REST	AUX	UNREST	REST	AUX
FACULTY	0	1	0	0	0	0	0	0	0	0	0	0
ADM	0	0	0	0	0	0	0	0	0	0	0	0
MAINT/TECH/SUPP	18	7	0	19	8	0	17	10	0	-2	2	0
PROF SUPPORT	2	5	0	2	3	0	2	3	0	0	0	0
TOTAL	20	13	0	21	11	0	19	13	0	-2	2	0

**NEW POSITIONS**

	<u>POSITION TITLE</u>	<u>DEPARTMENT</u>	<u>FUND</u>	<u>FUNCTIONAL AREA</u>	<u>SALARY</u>	<u>JUSTIFICATION</u>
FACULTY						
ADM			NONE			
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	Editorial Assistant Library Asst 3	Graduate Studies Library	Unrestricted Unrestricted	Academic Support Academic Support	24,220 23,640	Converted to full-time position Converted to full-time position
PROF SUPPORT						

**EXAMPLE:**

	<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	-2	0
Transfer from Restricted to Unrestricted (Per Form 9.B.)	0	0	0	0
Transfers between objects .	0	0	0	0
TOTAL	0	0	-2	0

**EAST TENNESSEE STATE UNIVERSITY  
DIGITAL MEDIA FEE REPORTING FORM  
OCTOBER BUDGET 2013-14**

	<u>Base Budget</u>	<u>Academic Fee Enhancements</u>	<u>Total Budget</u>
Salaries	407,400.00	86,100.00	493,500.00
Employee Benefits	160,240.00	12,490.00	172,730.00
Travel	-	23,000.00	23,000.00
Operating Expense	17,240.00	408,030.00	425,270.00
Capital Outlay	-	-	-
Total	<u>584,880.00</u>	<u>529,620.00</u>	<u>1,114,500.00</u>

**Narrative:**

Revenue derived from the dedicated fee for Digital Media will be used in 2013-2014 to purchase hardware (including but not restricted to computer replacement and upgrades), specialized software (purchase, lease and upgrades) and associated maintenance contract costs. Resources will be used to enhance the classroom instruction (e.g. faculty enrichment activities and support of temporary faculty and student advisement). To qualify for use of the fees, expenditures must be supportive of graduate and/or graduate programs preparing students to enter high-tech digital media careers. All fees are dedicated for use by the Digital Media Program, and they will be expended to implement an approved program submitted by the dean. The plan reflects priorities established by the dean and department through an established protocol and calendar involving Digital Media faculty.

**Certification:**

I certify that the specialized academic fees collected were used to enhance, not supplant, the budget of the designated academic program.

  
 \_\_\_\_\_ 10-14-13  
 (name and date)

**EAST TENNESSEE STATE UNIVERSITY  
BUSINESS FEE REPORTING FORM  
OCTOBER BUDGET 2013-14**

	<u>Base Budget</u>	<u>Academic Fee Enhancements</u>	<u>Total Budget</u>
Salaries	4,154,480.00	334,610.00	4,489,090.00
Employee Benefits	1,196,540.00	68,350.00	1,264,890.00
Travel	23,650.00	20,000.00	43,650.00
Operating Expense	31,880.00	476,180.00	508,060.00
Capital Outlay	-	-	-
Total	<u>5,406,550.00</u>	<u>899,140.00</u>	<u>6,305,690.00</u>

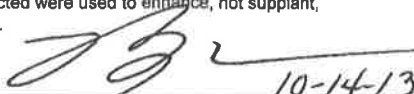
**Narrative:**

Revenue derived from the dedicated fee for Business will be used in 2013-2014 to pursue strategies that clearly emerged from the AACSB accreditation standards, from college goals and from the last AACSB peer review. All the fees are dedicated for use to support graduate and undergraduate programming in Business, and they will be expended to implement an approved plan submitted by the dean.

Activities identified for support by the fees in 2013-2014 include: support of a business advisement center including the employment of a professional, graduate business advisor; temporary support for one faculty position, enhancement of office furniture and fixtures in business student instructional facilities, student related services and laboratories; purchase of databases and library support; purchase of ancillary instructional materials (e.g. Business Week); hardware and library support; hardware replacement; acquisition of software, support of research and accreditation activities; general support for accreditation preparation; 60% of the full-time salary plus associated benefits for a career counselor; student organization competition and travel; faculty travel and development (e.g. Internal Research Development Grants and Instructional Development Grants supporting the development of online and hybrid courses); faculty salary support (e.g. minority faculty line, new faculty salary market adjustments, and lecturer benefits); internationalization of the curriculum (e.g. student and faculty travel support and Instructional development support); assurance of learning activities. Additional support will be provided for the Poteat Chair; graduate assistance and tuition scholars; development of web-site and marketing materials and temporary instruction.

**Certification:**

I certify that the specialized academic fees collected were used to enhance, not supplant, the budget of the designated academic program.

  
 (name and date) 10-14-13

**EAST TENNESSEE STATE UNIVERSITY  
EDUCATION FEE REPORTING FORM  
OCTOBER BUDGET 2013-14**

	<u>Base Budget</u>	<u>Academic Fee Enhancements</u>	<u>Total Budget</u>
Salaries	5,793,030.00	101,990.00	5,895,020.00
Employee Benefits	1,937,780.00	26,320.00	1,964,100.00
Travel	44,160.00	5,000.00	49,160.00
Operating Expense	398,272.00	277,110.00	675,382.00
Capital Outlay	8,200.00	-	8,200.00
Total	<u>8,181,442.00</u>	<u>410,420.00</u>	<u>8,591,862.00</u>

**Narrative:**

Revenues derived from the Education Fee during 2013-14 will be used for a variety of supports for the implementation of the TBR approved Ready2Teach initiative in teacher education, including increased mentor stipends for Residency 2 (previously student teaching), new mentor stipends for Residency 1, and increased supervision through the use of master clinicians. In addition, the Fee will be used to fund the Teacher Performance Assessments, LiveText, technology and software upgrades, and other program improvements to benefit students.

**Certification:**

I certify that the specialized academic fees collected were used to enhance, not supplant, the budget of the designated academic program.

  
10-14-13  
 (name and date)

**EAST TENNESSEE STATE UNIVERSITY  
PHYSICAL THERAPY FEE REPORTING FORM  
OCTOBER BUDGET 2013-14**

	<u>Base Budget</u>	<u>Academic Fee Enhancements</u>	<u>Total Budget</u>
Salaries	698,050.00	51,520.00	749,570.00
Employee Benefits	234,900.00	7,080.00	241,980.00
Travel	18,300.00	12,000.00	30,300.00
Operating Expense	89,350.00	322,620.00	411,970.00
Capital Outlay	2,400.00	18,000.00	20,400.00
Total	<u>1,043,000.00</u>	<u>411,220.00</u>	<u>1,454,220.00</u>

**Narrative:**

Revenue derived from the dedicated Physical Therapy Course fee will be used in 2013-2014 to add faculty in the specialty field of pediatrics that is currently not represented in the Physical Therapy faculty. Resources will be used to support faculty salaries. Resources will be used to reconfigure classroom space to better facilitate the learning environment for students and to upgrade and add additional therapy and diagnostic equipment and software. Resources will also be used to enhance classroom instruction through faculty enrichment activities and adjunct faculty from under represented specialty areas.

**Certification:**

I certify that the specialized academic fees collected were used to enhance, not supplant, the budget of the designated academic program.

SCW for Winsie Bishop  
(name and date)



**EAST TENNESSEE STATE UNIVERSITY  
ACADEMIC HEALTH SCIENCES CENTER FEE REPORTING FORM  
OCTOBER BUDGET 2013-14**

	<u>Base Budget</u>	<u>Academic Fee Enhancements</u>	<u>Total Budget</u>
Salaries	10,366,350.00	1,537,030.00	11,903,380.00
Employee Benefits	3,582,090.00	567,700.00	4,149,790.00
Travel	200,840.00	39,500.00	240,340.00
Operating Expense	812,001.00	806,900.00	1,618,901.00
Capital Outlay	87,150.00	23,020.00	110,170.00
<b>Total</b>	<u><u>15,048,431.00</u></u>	<u><u>2,974,150.00</u></u>	<u><u>18,022,581.00</u></u>

**Narrative:**

Revenue derived from the dedicated Academic Health Sciences Center fee will be used in 2013-2014 to cover needed program costs, including but not limited to, investing in new faculty and staff; increasing funding for existing faculty through salary support; start-up costs; development of personnel through endeavors designed to position the schools at the cutting edge of each discipline; improvement in facilities and instructional infrastructure for Inter-professional Education, including the purchase of equipment and software needed above the expenditures made possible by any current student technology fee; the enhancement of instructional programs by adding degree offerings; improving advisory and career placement services, etc.

**Certification:**

I certify that the specialized academic fees collected were used to enhance, not supplant, the budget of the designated academic program.

S CW for Wilson Bishop  
(name and date)

**UNRESTRICTED E&G LONGEVITY REPORTING FORM  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	<b><u>ACTUAL 2012-13</u></b>	<b><u>OCTOBER 2013-14</u></b>
Total Unrestricted E&G longevity	<b><u>\$ 1,615,609.07</u></b>	<b><u>\$ 1,711,350.00</u></b>

**LOTTERY SCHOLARSHIPS  
EAST TENNESSEE STATE UNIVERSITY  
OCTOBER BUDGET 2013-14**

	<b><u>ACTUAL 2012-13</u></b>	<b><u>OCTOBER 2013-14</u></b>
Total lottery scholarships included in state grants and contracts	<u>\$ 19,523,894.00</u>	<u>\$ 19,500,000.00</u>

**ANALYSIS OF UNEXPENDED PLANT FUND  
EAST TENNESSEE STATE UNIVERSITY - GENERAL  
OCTOBER BUDGET 2013-14**

	UNEXPENDED BALANCE 06-30-13	CHANGES TO UNEXPENDED FUND BALANCES							ESTIMATED PROJECT BALANCE 06-30-14	
		FUND BALANCE ADDITIONS					FUND BALANCE DEDUCTIONS			
		STATE APPROPRIATION	TSSBA	CURRENT FUND TRANSFERS	*OTHER TRANSFERS	INVESTMENT INCOME	*OTHER	EXPENDITURES		*OTHER
<b>LAND PURCHASES</b>										
Local Funds										
Master Plan Land Acq	2,627,888							1,700,000		927,888
Sale of Property	8,700								8,700 <sup>1</sup>	-
State Appropriations										
NONE										
TSSBA										
NONE										
<b>NEW CONSTRUCTION</b>										
Local Funds										
Parking Garage	5,685,512							5,685,512		-
Fossil Site Match	35,782							35,782		-
Recreation Facility Expansion	1,436,302							1,436,302		-
Data Center	1,500,000							1,000,000		500,000
Football Facilities				625,000					600,000 <sup>1</sup>	25,000
Fine Arts Center							1,500,000 <sup>2</sup>	200,000		1,300,000
State Appropriations										
NONE										
TSSBA										
Parking Garage-TSSBA	4,429,864							4,429,864		-
Football Stadium			7,500,000					1,000,000		6,500,000
<b>MAJOR RENOVATIONS</b>										
Local Funds										
MSH Renovation Local	135,401							135,401		-
Reece Museum Bldg System	35,001							35,001		-
Powell/West Renovation	39,033							39,033		-
State Appropriations										
Electrical Upgrade 03	6,797									6,797
Several Building Roof Rep	59,814							50,000		9,814
Accessibility Code Corrections	1,021,169							1,021,169		-
Memorial Center Roof	3,920,938							1,000,000		2,920,938
Coal and Boiler Safety	15,537							0		15,537
Several Buildings Elevator Upgrades	-	1,350,000						500,000		850,000
Several Buildings Lighting Upgrades	-	1,500,000						500,000		1,000,000

**ANALYSIS OF UNEXPENDED PLANT FUND  
EAST TENNESSEE STATE UNIVERSITY - GENERAL  
OCTOBER BUDGET 2013-14**

	UNEXPENDED BALANCE 06-30-13	CHANGES TO UNEXPENDED FUND BALANCES							ESTIMATED PROJECT BALANCE 06-30-14	
		FUND BALANCE ADDITIONS					FUND BALANCE DEDUCTIONS			
		STATE APPROPRIATION	TSSBA	CURRENT FUND TRANSFERS	*OTHER TRANSFERS	INVESTMENT INCOME	*OTHER	EXPENDITURES		*OTHER
TSSBA										
Powell/West Renovation	930,974							930,974	-	
MSH Renovation	438,987							438,987	-	
SPECIAL PROJECTS										
Local Funds										
Extraordinary Maintenance	302,954								302,954	
Physical Plant Equipment	1,358,199							250,000	1,108,199	
Post Office Renovation	300,000								300,000	
Insurance Loss Pool	376,128							250,000	126,128	
Facilities Improvement	719,566					780		300,000	420,346	
Campus Center Quadrangle	994,978							994,978	-	
Brown Hall Auditorium Renovation	-						40,000 <sup>2</sup>	40,000	-	
Dome Football Renovations	-				600,000 <sup>1</sup>			100,000	500,000	
Basketball Arena Upgrade	307,712							100,000	207,712	
Student Activity Projects	254,209							75,000	151,209	
Emergency Preparedness	58,091				28,000 <sup>1</sup>			60,000	26,091	
Campus Access Improvement	76,073							50,000	26,073	
Housing Wi-Fi Project	315,767							200,000	115,767	
State Appropriations										
Asbestos Abatement	109,113							75,000	34,113	
Accessibility Adaptations	5,954							500	5,454	
Fire Alarm Replacement	31,466							20,000	11,466	
ADA Adaptations	58,364	100,000						80,000	78,364	
MOE FUNDED PROJECT										
HVAC Replacement	188,685							100,000	88,685	
TOTAL	27,784,958	2,950,000	7,500,000	625,000	628,000	780	1,540,000	22,833,503	636,700	17,558,535

<sup>1</sup> Intrafund Transfer<sup>2</sup> Private Gift

**ANALYSIS OF CHANGES IN RENEWAL AND REPLACEMENT FUNDS  
EAST TENNESSEE STATE UNIVERSITY - GENERAL  
OCTOBER 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)	
Parking R & R	1,010,036	668,190	8,500			200,000			1,486,726
Bookstore	337,954	92,230	500			100,000			330,684
Food Service	875,869	370,340	1,500			250,000			997,709
Student Housing	4,996,344	727,630	9,000			2,000,000			3,732,974
Center for Physical Activity	691,191	84,840	3,700			300,000			479,731
Post Office	411,327	37,280	900			200,000			249,507
Vending	149,358	33,440	400						183,198
Total Auxiliary	8,472,080	2,013,950	24,500	-	-	3,050,000	-	-	7,460,530
Computer Center	458,569		1,500		150,000 <sup>1</sup>	200,000			410,069
Motor Pool	42,401		50			10,000			32,451
Total Service Centers	500,970	-	1,550	-	150,000	210,000	-	-	442,520
University Center Projects	15,474		50		150,000 <sup>2</sup>	134,400			31,124
Equipment Replacement	2,444,225		6,400						2,450,625
Computer Replacement	194,688	50,000	350			100,000			145,038
University School	94,629	30,000	300			25,000			99,929
Campus ID System	158,295	40,300	450			75,000			124,045
Technology Access Fee	365,333	50,000	1,000			25,000			391,333
Administrative Systems	593,005	150,000	1,850			50,000			694,855
Facilities-Athletics	18,558		400		10,000 <sup>3</sup>	25,000			3,958
Natural History Museum	88,995		250			30,000			59,245
Total Other	3,973,202	320,300	11,050	-	160,000	464,400	-	-	4,000,152
Total	12,946,252	2,334,250	37,100	-	310,000	3,724,400	-	-	11,903,202

<sup>1</sup> Equipment Use Charges<sup>2</sup> Transfer from D.P. Culp Debt Service<sup>3</sup> Transfer from Restricted

**ANALYSIS OF CHANGES IN RETIREMENT OF INDEBTEDNESS**  
**EAST TENNESSEE STATE UNIVERSITY - GENERAL**  
**OCTOBER 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)	
Child Study Center(323)	19,065	65,220	50			46,704	19,130		765 <sup>1</sup>	17,736
Culp Renovation (332)	1,461,429	856,000	700			278,129	221,233		160,991 <sup>2</sup>	1,657,776
Soccer (335)	614,835	295,000	300			127,150	97,293		4,736 <sup>1</sup>	680,956
Baseball (343)	210,001	400,000				86,466	115,345		4,958 <sup>1</sup>	403,232
Energy Performance (330)	55,191	278,180				197,162	82,255		3,369 <sup>1</sup>	50,585
Energy Performance II (337)	79,039	663,500	1,000			403,538	248,467		11,080 <sup>1</sup>	80,454
Buc Ridge Apartments (320)		538,884	1,000			330,000	201,469		8,415 <sup>1</sup>	(0)
Center for Physical Activities (322)	721,999	1,083,000	9,100			302,287	480,178		19,207 <sup>1</sup>	1,012,427
Buc Ridge Addition (325)		237,958				100,945	130,289		6,724 <sup>1</sup>	-
Davis Renovations (326)		250,980				142,662	103,770		4,548 <sup>1</sup>	-
Governors Hall (327)		1,246,771				432,841	778,379		35,551 <sup>1</sup>	-
Housing Renovations (331)		1,266,227	4,000			643,912	600,146		26,169 <sup>1</sup>	(0)
Main Campus Apts Phase II (336)		2,193,522	10,000			666,429	1,475,599		61,494 <sup>1</sup>	-
Buc Ridge Phase III (339)		428,462				118,762	296,161		13,539 <sup>1</sup>	-
Buc Ridge Phase IV (344)		453,940				125,824	313,772		14,344 <sup>1</sup>	-
MSH Renovation (345)		6,000					6,000			-
Powell/West Renovation (346)		5,000					5,000			-
Parking Garage (348)		20,000					20,000			-
Recreation Center Expansion (347)		7,000					7,000			-
Total Retirement of Indebtedness	3,161,559	10,295,644	26,150	-	-	4,002,811	5,201,486	-	375,890	3,903,166

<sup>1</sup> Administrative Charges<sup>2</sup> Administrative Charges, \$10,991; Transfer to R & R, \$150,000

NOTE - There should be no unallocated balances. All ending balances must relate to a specific project.