

AUSTIN PEAY STATE UNIVERSITY
2020-2021 Financial Planning Taskforce

June 18, 2020

Minutes

Committee Charge

University Values and Vision Statement

Guiding Questions

Review Administrative and Academic Efficiencies

- **Instruction** – Chad Brooks discussed efficiency ideas. Tony Morris added that they were looking for ideas similar to streamlining the Satisfactory Academic Progress form. Austin Siders asked about staff teaching courses, and Sonja said that it technically costs more for professional staff to teach.
- **Student Affairs** – Joe Mills discussed efficiency ideas. A discussion followed on furloughs. Darren Michaels mentioned the potentially negative effects on accreditation standards. Rod Mills said that furloughs for faculty would be more difficult when considering the impact on classroom instruction time. Sonja said that one option for staff may not work so well for faculty and vice versa, but nothing is final yet. Crystal Faulkner said that faculty teaching extra courses would be comparable to staff being furloughed. Sonja said they also have to be cautious about the number of hours necessary to receive insurance benefits. A discussion followed on salary reductions and other universities that have taken this step. Sonja discussed the changes to the state budget. If passed by the House, the University will receive the same amount of appropriations as last year, but will not receive an increase or funds for salary increases.
- **Academic Services** – Nancy KingSanders discussed efficiency ideas.
- **Administration** – Jackie Struckmeyer discussed efficiency ideas. Chad Brooks asked about the credit card convenience fee being transferred to the credit card user. The tactic is already in place and did not need approval from the Board of Trustees. He also asked about fees for using DocuSign. Sheraine Gilliam-Holmes said the University has a bundle package with DocuSign for a certain number of envelopes and any use over that number costs an extra \$3.50. Sonja stated that many of the efficiencies overlap with ideas on other parts of the budget enhancement matrix.
- **Athletics** – Tim Knavel said that Athletics did not provide any efficiency ideas because much of the Athletics functions are uncertain at the moment, and they need to wait for clarification on their operations for next year before they can make efficiencies.