

**ATHENS STATE UNIVERSITY  
BOARD OF TRUSTEES  
BOARD MEETING  
JULY 21, 2023**

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The Athens State University Board of Trustees (also referred herein as the Board) held a meeting at 2:30 p.m. on Friday, July 21, 2023 in the Sandridge Student Center Ballroom to consider University matters.

**PRESIDING:**                    **Senator Arthur Orr**

The Board of Trustees meeting was called to order at 2:37 p.m. by Jim America.

**ROLL CALL**

On roll call, the following Board members were present and constituted a quorum to conduct business:

Mr. Jim America  
Ms. Cathy Dickens (electronically)  
Mr. Bill Dunnavant (electronically)  
Mr. Mac McCutcheon  
Mr. Goodrich 'Dus' Rogers  
Dr. Sandra Sims-deGraffenried (electronically)  
Mrs. Missy Ming Smith  
Mr. Mike Underwood

Also present were Dr. Catherine Wehlburg, Acting President of Athens State University and Mr. Shane Black, University Legal Counsel, and Ms. Jackie Gooch, Secretary to the Board. Governor Kay Ivey, Chancellor Jimmy Baker and Senator Arthur Orr were absent. Several faculty/staff attended in-person and electronically.

**APPROVAL OF AGENDA**

Mr. America recommended, because of possible technology issues, to amend the agenda to move items 7 and 8 under New Business to be the first items discussed. On a motion made by Mr. McCutcheon and seconded by Mr. Rogers, the Board approved the amended agenda by affirmative votes (8-0) of members answering present.

**APPROVAL OF MINUTES**

On a motion made by Mrs. Smith and seconded by Mr. McCutcheon, the Board approved the minutes from the May 19, 2023 Board meeting by affirmative votes (8-0) of members answering present.

**PUBLIC COMMENT**

No one officially registered for public comment.

**OLD BUSINESS, PENDING MOTIONS AND RESOLUTION**

None.

## **NEW BUSINESS, PENDING MOTIONS AND RESOLUTIONS**

### **2024 Board Meeting Dates (Attachment A)**

On a motion made by Mrs. Smith and seconded by Mr. McCutcheon, the Board approved the 2024 Board Meeting dates as presented. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnivant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **Review and Reaffirmation of Statement on Inclusion and Civility (Attachment B)**

On a motion made by Dr. Sims-deGraffenried and seconded by Mr. Rogers, the Board reviewed and reaffirmed the University's Statement on Inclusion and Civility. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnivant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **Board of Visitor Appointments (Attachment C)**

On a motion made by Mrs. Smith and seconded by Mr. McCutcheon, the Board accepted the President's recommendation and approved the appointment of Scott Henry to the College of Business Board of Visitors for a 3-year term. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnivant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES



### **2023-2024 Board Committee Structure and Charter Approval (Attachment D)**

On a motion made by Mr. Rogers and seconded by Mr. Underwood, the Board approved the 2023-2024 Committee Structure and charters. The motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnivant – NO  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **2023-2024 Executive Committee Membership (Attachment E)**

On a motion made by Mr. McCutcheon and seconded by Mr. Underwood, the Board approved the appointment of the 2023-2024 Executive Committee. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnivant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **Board of Trustees Nominating Committee – Board Representative (Attachment F)**

On a motion made by Mr. McCutcheon and seconded by Mr. Rogers, the Board elected Mr. Jim America to serve on the Board of Trustees Nominating Committee. This motion was approved by the following roll-call vote:

Jim America – Abstain  
Cathy Dickens - YES  
Bill Dunnivant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **2023-2024 Tuition/Fee Schedule – Amendment #1 (Attachment G)**

On a motion made by Dr. Sims-deGraffenried and seconded by Mr. Rogers, the Board approved the 2023-2024 Tuition/Fee Schedule – Amendment #1 to include room rates for the Alabama Center for the Arts Residence Hall. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnavant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

### **FY 2023-2024 Budget (Attachment H)**

On a motion made by Mr. Rogers and seconded by Mr. McCutcheon, the Board approved the FY 2023-2024 Budget to include a 2% COLA. This motion was approved by the following roll-call vote:

Jim America – YES  
Cathy Dickens - YES  
Bill Dunnavant – YES  
Mac McCutcheon - YES  
Dus Rogers – YES  
Sandra Sims-deGraffenried - YES  
Missy Ming Smith - YES  
Mike Underwood - YES

## **OTHER BUSINESS (No Action Required)**

### **Quarterly Financial Update**

The Board received the quarterly financial update.

### **Alabama Commission on Education (ACHE) Update**

The Board received a handout on actions taken by the Commission.

### **Learning Partnerships**

Dr. Keith Ferguson provided an update on Learning Partnerships.

## **Acting President's Report/Update**

The new Fact Book was distributed as well as information about the upcoming Giving Day. Dr. Wehlburg also provided a written report that included the following:

1. Fall enrollment at 22,053 paid credit hours (89.73% of budget).
2. Announced August 2<sup>nd</sup> Giving Day.
3. Shared data on how users are finding the University website.
4. Reported full transition to Canvas for the Learning Management System.
5. Introduced Dr. Troy Adair, Dean, College of Business
6. Announced Summer Commencement for July 29, 2023. Approximately 162 graduates (41 Master's candidates) will be graduating.

## **Board Committee Updates and Report Acceptance**

### **Finance and Facilities Committee**

No additional report.

### **Enrollment and Student Affairs Committee – Mrs. Smith**

Mrs. Smith provided the Enrollment and Student Affairs update.

### **Academic Affairs Committee – Mr. America**

Mr. America provided the Academic Affairs update.

### **Development Committee – Ms. Dickens**

Ms. Dickens provided the Development Committee update.

## **ADJOURNMENT**

On a motion made by Mrs. Smith and seconded by Mr. Rogers, Mr. America adjourned the Athens State University Board of Trustees meeting at 3:47 pm.



# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** 2024 Board Meeting Dates

**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees approve the following meeting dates for 2024:

January 19, 2024  
 May 17, 2024  
 July 19, 2024  
 October 18, 2024

The meeting schedule will include Board Committee meetings at 1:15 pm followed by the full Board meeting at 2:30 pm.

**FISCAL CONSIDERATION:** None.

**RATIONALE:** In compliance with Legislative Act 2012-497.

Absent

\_\_\_\_\_  
 Senator Arthur Orr, Chair *pro tempore*

\_\_\_\_\_  
 Date

*Jim America*

*7/21/23*

\_\_\_\_\_  
 Jim America, Vice Chair *pro tempore*

\_\_\_\_\_  
 Date

*Catherine Wehlburg*

*7-21-23*

\_\_\_\_\_  
 Catherine Wehlburg, Interim President of Athens State University

\_\_\_\_\_  
 Date

*Jackie Gooch*

*07/21/2023*

\_\_\_\_\_  
 Jackie Gooch, Secretary to the Board of Trustees

\_\_\_\_\_  
 Date





# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** Statement on Inclusion and Civility  
Review and Affirmation

**RECOMMENDATION:**

It is recommended that the *Statement on Inclusion and Civility* that was adopted in April 2017 be reaffirmed by the Athens State University Board of Trustees with the understanding that edits (if needed) may be submitted to the Secretary to the Board for consideration at the October 2023 Board meeting.

**FISCAL CONSIDERATION:** None.

**RATIONALE:**

The original statement was approved by the Board in April 2017 and reaffirmed in May 2019, July 2021 and July 2022. This annual reaffirmation shows the Board's continued commitment to providing a healthy, vibrant, and safe campus community for all.

Absent

Senator Arthur Orr, Chair *pro tempore*

Date

*[Signature]*

7/21/23

Jim America, Vice Chair *pro tempore*

Date

*[Signature]*

7-21-23

Catherine Wehlburg, Interim President of Athens State University

Date

*[Signature]*

07/21/2023

Jackie Gooch, Secretary to the Board of Trustees

Date





Adopted by the Board of Trustees: April 21, 2017  
Reviewed by the Board of Trustees: May 18, 2018  
Reviewed by the Board of Trustees: July 29, 2021  
Reviewed by the Board of Trustees: July 15, 2022

ATHENS STATE UNIVERSITY  
BOARD OF TRUSTEES  
STATEMENT ON INCLUSION AND CIVILITY

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The Athens State University Board of Trustees embraces the University mission statement and is committed to providing a supporting environment for all who work and learn at the University through knowledge, respect, civility and inclusion. A vibrant campus community includes respect for, and civility toward, one another.

The Board of Trustees respects the right of expression as a symbol of learning, and values intellectual freedom, tempered with respect for rights of others. It is our expectation that individuals and groups should not feel intimidated or be subject to retribution for voicing concerns or for participating in governance or policy making.

The Board of Trustees believes individuals have a right to be safe from harassment, in any form, regardless of their beliefs, values, or ideas. Nonetheless, being safe should not be construed as a form of protection from opposing ideas or beliefs that may differ or cause discomfort. Likewise, safety extends to protect the rights of participants and non-participants alike in situations involving protests or campus unrest.

The Board recognizes that the way we interact and communicate with one another is critical to cultivating a respectful, meaningful, and effective intellectual environment. As a community, we have a collective responsibility to refrain from behaviors that demean or stigmatize individuals or groups of individuals whose perspective may differ.

The Board of Trustees remains fully committed to promoting a culture of respect, civility, and inclusiveness and seeks to sustain a culture that is respectful of both differences and commonalities. In circumstances that may call into question the veracity of actions taken by individuals or groups; the Board recognizes the importance of providing a timely response that is both appropriate and responsible. Consequently, any statements on behalf of the entire community pertaining to such occurrences will be made through the University Administration, after making every effort to consult widely and ensure that all constituencies are represented.





## ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

### RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** Board of Visitors Appointments

**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees accept, from the President of the University, the following nominee for appointment to the Board of Visitors.

The Board of Trustees appoints these following individual to serve on the Board of Visitors for the term specified.

**College of Business**  
Scott Henry (3 years)

**FISCAL CONSIDERATION:**

**RATIONALE:**

*Absent*

Senator Arthur Orr, Chair <i>pro tempore</i>	Date
	<i>7/21/23</i>
Jim America, Vice Chair <i>pro tempore</i>	Date
	<i>7-21-23</i>
Catherine Wehlburg, Interim President of Athens State University	Date
	<i>07/21/2023</i>
Jackie Gooch, Secretary to the Board of Trustees	Date



# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** 2023-2024 Board of Trustees Committee  
Structure and Charter Approval

**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees approve the following committee structure for 2023-2024. Individual members will be appointed by Chairman Orr. This appointment will be for a one-year term.

**Academic Affairs**

BOT Member, Chair

BOT Member

1 COAS Faculty Member

1 COE Faculty Member

1 COB Faculty Member

1 staff member

1 COAS Board of Visitor

1 COB Board of Visitor

1 COE Board of Visitor

BOT Chair Pro Tempore, *Ex-Officio* (voting)

BOT Vice Chair Pro Tempore, *Ex-Officio* (voting)

University President (non-voting)

Provost/Vice President for Academic Affairs (non-voting)

Recorder (non-voting)

**Audit Committee**

BOT Chair Pro Tempore, *Ex-Officio* (voting)

BOT Vice Chair Pro Tempore, *Ex-Officio* (voting)

Finance and Facilities Committee Chair, *Ex-Officio* (voting)

BOT Member



**Enrollment/Student Affairs Committee**

BOT Member, Chair

BOT Member

BOT Member

1 faculty member

1 staff member

2 Board of Visitors

BOT Chair Pro Tempore, *Ex-Officio* (voting)

BOT Vice Chair Pro Tempore, *Ex-Officio* (voting)

University President (non-voting)

Assistant Vice President for Enrollment and Student Services (non-voting)

Recorder (non-voting)

**External Affairs**

BOT Member, Chair

BOT Member

1 faculty member

1 staff member

1 Alumni Board member

2 Board of Visitors

University President (non-voting)

Vice President for University Advancement (non-voting)

Chief Marketing Officer (non-voting)

Assistant Vice President for Development (non-voting)

Assistant Vice President for External Support and Alumni Affairs (non-voting)

Recorder (non-voting)

**Finance and Facilities Committee**

BOT Member, Chair

BOT Member

BOT Member

1 faculty member

1 staff member

2 Board of Visitors

BOT Chair Pro Tempore, *Ex-Officio* (voting)

BOT Vice Chair Pro Tempore, *Ex-Officio* (voting)

University President (non-voting)

Vice President for Financial Affairs (non-voting)

Recorder (non-voting)

**FISCAL CONSIDERATION: None.**

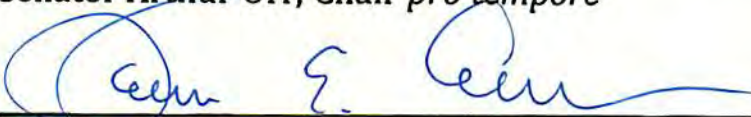
**RATIONALE:**

The recommended committee structure/charter is in accordance with the Board of Trustees By-Laws.

Absent

Senator Arthur Orr, Chair *pro tempore*

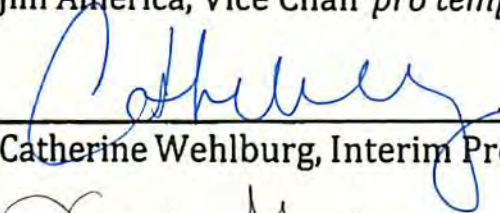
Date



7/21/23

Jim America, Vice Chair *pro tempore*

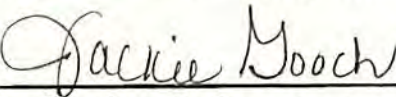
Date



7-21-23

Catherine Wehlburg, Interim President of Athens State University

Date



07/21/2023

Jackie Gooch, Secretary to the Board of Trustees

Date

# ACADEMIC AFFAIRS COMMITTEE

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## Mission

The Academic Affairs Committee provides review, policy guidance and strategic oversight of Academic Affairs for the University. The committee also provides guidance to the Board of Trustees on matters essential to the academic quality and competitiveness of the University's programs.

## Authority and Responsibilities

The Academic Affairs Committee has the authority to:

- receive reports from the President, Provost, Deans, and other administration and faculty involved in program development, implementation and evaluation;
- provide guidance and recommendations to the Board of Trustees concerning academic affairs;

The Academic Affairs Committee has the responsibility to:

- ensure that the University's academic programs are appropriate for its students, and that the students are well served by the University.
- ensure that the University assesses the effectiveness of its academic programs on a regular basis, and takes steps to continuously improve programs on the basis of objective evidence about effectiveness and outcomes.
- ensure that the academic quality issues remain a top priority of the University.

The Academic Affairs Committee will review and present to the full Board all recommendations. Final authority for decision and action on these recommendations rests with the full Board.

## Organization

### Review of Charter

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes submitted to the full board for approval.

### Membership/Structure/Quorum

In accordance with the by-laws of Athens State University Board of Trustees, the *Chair Pro Tem* will appoint members of the committee and designate the chair.

The committee will consist of at least seven (7) members, including *ex-officio* members. The *Chair Pro Tem* and *Vice Chair Pro Tem* will be voting members of the committee. The President of the University will be a non-voting member of the committee.

Committee members will serve a minimum of one (1) year (October – September).

A majority of the members of the Committee will constitute a quorum for the transaction of business.

### Meetings

The Academic Affairs Committee will hold a minimum of four (4) meetings per calendar year (October – September). Committee meetings must occur within seven (7) days of the regularly scheduled meetings of the Board.

### Agenda, Minutes and Reports

The committee will maintain written minutes of all committee meetings.

The Chair of the committee will provide a committee report at every meeting of the Board of Trustees.



## AUDIT COMMITTEE

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### **Mission, Authority and Responsibilities**

The Audit Committee is charged, by Board of Trustees Resolution No. 3- 07-15-2022, with presenting periodic recommendations to this Board concerning budgeting and guidelines relating to the President of the University's expenses in accordance with Section 10 of the *Contract of Employment – Athens State University President*.

The Audit Committee has the responsibility to:

- ensure that the committee acts within the boundaries of its ideal role as facilitator
- ensure that the committee remains respectful of the roles of the full board and its members
- ensure that the committee offers transparency in its actions
- assist the Board in carrying out its fiduciary obligations relating to the President's Contract, which is especially important given the need to maintain an efficient, balanced University budget and avoid utilizing financial reserves

### **Organization**

#### **Review of Charter**

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes submitted to the full board for approval.

#### **Membership/Structure/Quorum**

In accordance with Resolution No. 3-07-15-2022 of Athens State University Board of Trustees, the Audit Committee is composed of the *Chair pro tempore* of the Board of Trustees, the *Vice Chair pro tempore* of the Board of Trustees, the Chairperson of the Board's Finance and Facilities committee as an *ex-officio* voting member (or if he/she is the *Chair pro tempore* or *Vice Chair pro tempore* of the Board, then such other member of the Board of Trustees that is appointed by the *Chair pro tempore* and one other such other member as appointed by the *Chair pro tempore* of the Board of Trustees.

The *Chair pro tempore* of the Board of Trustees will serve as Chair of the Audit Committee.

The President of the University will be a non-voting member of the committee.

With the exception of the initial committee appointment, committee members will serve a minimum of one (2) years (October – September), beginning October 2023.

A majority of the members of the Committee will constitute a quorum for the transaction of business.

#### **Meetings**

The Audit Committee shall meet as needed. A meeting of the Audit Committee may be called by the *Chair pro tempore*, the *Vice Chair pro tempore*, or at the direction of the Board of Trustees.

The President of the University and all members of the Board of Trustees shall be provided direct advance notice of all meetings of the Audit Committee by the issuance of an e-mail (to their e-mail addresses used for regular University business), which notice shall be issued no less than the time required by law for public notice of the meetings of the Audit Committee.

#### **Agenda, Minutes and Reports**

The committee will maintain written minutes of all committee meetings.

**The Chair of the committee will provide a committee report at every meeting of the Board of Trustees. A review of all actions of the Audit Committee since the last meeting of the Board of Trustees shall be a regular order of business at each meeting of the Board of Trustees.**



# ENROLLMENT/STUDENT AFFAIRS COMMITTEE

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## Mission

The Enrollment/Student Affairs Committee provides review, policy guidance and strategic oversight of student affairs areas and retention programs for the University. The committee also provides guidance to the Board of Trustees on matters related to admissions, advising, recruitment and retention, financial aid, discipline and counseling.

## Authority and Responsibilities

The Enrollment/Student Affairs Committee has the authority to:

- Formulate, for recommendation to the Board, desirable short and long-term enrollment, admissions, and retention goals and policies, and review other policies and practices involving enrollment/student affairs matters.
- ~~Review and recommend to the Board, marketing, public relations, and communications programs.~~

The Enrollment/Student Affairs Committee has the responsibility to:

- ensure that the University's student affairs programs are appropriate for its students, and that the students are well served by the University.
- promote the campus as a community.

The Enrollment/Student Affairs Committee will review and present to the full Board all recommendations. Final authority for decision and action on these recommendations rests with the full Board.

## Organization

### Review of Charter

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes submitted to the full board for approval.

### Membership/Structure/Quorum

In accordance with the by-laws of Athens State University Board of Trustees, the *Chair Pro Tem* will appoint members of the committee and designate the chair.

The committee will consist of at least seven (7) members, including *ex-officio* members. The *Chair Pro Tem* and *Vice Chair Pro Tem* will be voting members of the committee. The President of the University will be a non-voting member of the committee.

Committee members will serve a minimum of one (1) year (October – September).

A majority of the members of the Committee will constitute a quorum for the transaction of business.

### Meetings

The Enrollment/Student Affairs Committee will hold a minimum of four (4) meetings per calendar year (October - September). Committee meetings must occur within seven (7) days of the regularly scheduled meetings of the Board.

### Agenda, Minutes and Reports

The committee will maintain written minutes of all committee meetings.

The Chair of the committee will provide a committee report at every meeting of the Board of Trustees.



# EXTERNAL AFFAIRS COMMITTEE

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## **Mission**

The External Affairs Committee provides a forum to review, assess and advance issues related to the University's external relations.

## **Authority and Responsibilities**

The External Affairs Committee is responsible for:

- reviewing practices with regard to marketing, public relations and communications.
- promoting engagement with external constituencies.
- promoting engagement with federal, state and local governments and policymakers.
- building partnerships with the community, industry and the public at large.
- Performing activities within the scope of its charter.

The External Affairs Committee will review and present to the full Board all recommendations. Final authority for decision and action on these recommendations rests with the full Board.

## **Organization**

### **Review of Charter**

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes submitted to the full board for approval.

### **Membership/Structure/Quorum**

In accordance with the by-laws of Athens State University Board of Trustees, the *Chair Pro Tem* will appoint members of the committee and designate the chair.

The committee will consist of at least seven (7) members, including *ex-officio* members. The *Chair Pro Tem* and *Vice Chair Pro Tem* will be voting members of the committee. The President of the University will be a non-voting member of the committee.

Committee members will serve a minimum of one (1) year (October – September).

A majority of the members of the Committee will constitute a quorum for the transaction of business.

### **Meetings**

The External Affairs Committee will hold a minimum of four (4) meetings per calendar year (October - September) that are held within seven (7) days of the regularly scheduled meetings of the Board. Additional meetings may be held as the committee deems necessary.

### **Agenda, Minutes and Reports**

The committee will maintain written minutes of all committee meetings.

The Chair of the committee will provide a committee report at every meeting of the Board of Trustees.



# FINANCE AND FACILITIES COMMITTEE

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## Mission

The Finance and Facilities Committee provides review, policy guidance and strategic oversight of the University's financial matters, financial reporting statements, campus master planning activities and certain other real estate type activities for the University.

## Authority and Responsibilities

The Finance and Facilities Committee is responsible for:

- securing, allocating, protecting and renewing the University's resources (human, physical, technological, and financial) and assisting the Board in fulfilling its fiduciary responsibilities
- helping shape the physical character of the University by ensuring that the campus is functional, attractive and well maintained.
- providing financial guidance to the full board of trustees.
- performing activities within the scope of its charter.
- engaging outside consultant and other advisors as it deems necessary with approval of the Board.

The Finance and Facilities Committee will review and present to the full Board all recommendations. Final authority for decision and action on these recommendations rests with the full Board.

## Organization

### Review of Charter

This charter shall be reviewed by the *Chair Pro Tem* of the Board at least annually, and any proposed changes submitted to the full board for approval.

### Membership/Structure/Quorum

In accordance with the by-laws of Athens State University Board of Trustees, the *Chair Pro Tem* will appoint members of the committee and designate the chair.

The committee will consist of at least seven (7) members, including *ex-officio* members. The *Chair Pro Tem* and *Vice Chair Pro Tem* will be voting members of the committee. The President of the University will be a non-voting member of the committee.

Committee members will serve a minimum of one (1) year (October - September).

A majority of the members of the Committee will constitute a quorum for the transaction of business.

### Meetings

The Finance and Facilities Committee will hold a minimum of four (4) meetings per calendar year (October - September). Committee meetings must occur within seven (7) days of the regularly scheduled meetings of the Board.

### Agenda, Minutes and Reports

The committee will maintain written minutes of all committee meetings.

The Chair of the committee will provide a committee report at every meeting of the Board of Trustees.





# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** 2023-2024 Executive Committee Appointment

**RECOMMENDATION:**

It is recommended that the following individuals be appointed to serve on the Board of Trustees Executive Committee for 2023-2024:

- Arthur Orr, Chair Pro Tempore, Chair
- Jim America, Vice Chair Pro Tempore
- Cathy Dickens
- Missy Ming Smith
- Dus Rogers
- University President (non-voting)
- Recorder (non-voting)

**FISCAL CONSIDERATION:**

None.

**RATIONALE:**

Pursuant to the Athens State University Board of Trustee By-Laws, the Executive Committee is composed of the Chair Pro Tempore of the Board of Trustees, the Vice Chair Pro Tempore of the Board of Trustees, and such other members as may be appointed by the Board.

*Absent*

_____ Senator Arthur Orr, Chair <i>pro tempore</i>	Date
<i>[Signature]</i>	<i>7/21/23</i>
_____ Jim America, Vice Chair <i>pro tempore</i>	Date
<i>[Signature]</i>	<i>7-21-23</i>
_____ Catherine Wehlburg, Interim President of Athens State University	Date
<i>[Signature]</i>	<i>07/21/2023</i>
_____ Jackie Gooch, Secretary to the Board of Trustees	Date





# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** Board of Trustees Nominating Committee  
Board Representative

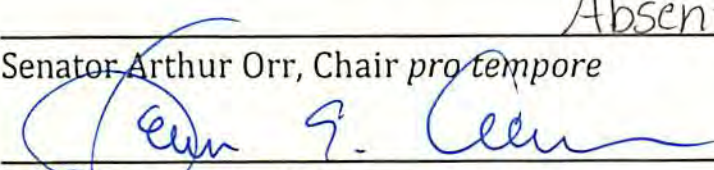
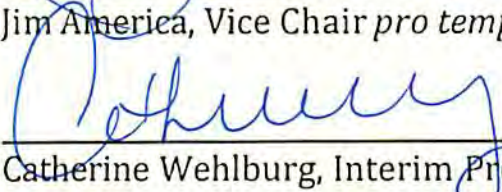
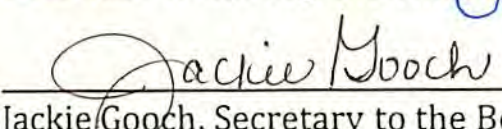
**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees appoint Jim America to serve on the Nominating Committee. This nominating committee is tasked with reviewing potential nominees for the Governor's consideration to serve on the Board of Trustees. The term for Ms. Cathy Dickens, Dr. Sandra Sims-deGraffenried, and Mrs. Missy Ming-Smith) will expire in September 2024.

**FISCAL CONSIDERATION:** None.

**RATIONALE:**

Pursuant to Act No. 2012-497 "after the initial appointments to the Board, future members appointed to the Board shall be appointed by the Governor from a list of three persons nominated by a nominating committee. The nominating committee shall consist of all the following members: (1) one member of the Board as elected by the membership of the Board....".

Senator Arthur Orr, Chair <i>pro tempore</i>	Date
	7/21/23
Jim America, Vice Chair <i>pro tempore</i>	Date
	7-21-23
Catherine Wehlburg, Interim President of Athens State University	Date
	07/21/2023
Jackie Gooch, Secretary to the Board of Trustees	Date





# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** 2023-2024 Tuition/Fee Schedule Amendment #1

**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees approve amendment #1 of the 2023-2024 Tuition/Fee Schedule to include room rates for the Alabama Center for the Arts Residence Hall.

**FISCAL CONSIDERATION:**

The University estimates, at full capacity, the residence hall fees will generate approximately \$225,000 in auxiliary revenue annually. This revenue estimate is based on the assumption that Calhoun College will share 50% of the estimated costs and revenues (total estimated revenue \$450,000)

**RATIONALE:**

Athens State University and Calhoun Community College are currently constructing a new 68 bed facility in downtown Decatur, in close proximity to the Alabama Center for the Arts campus. This new student housing facility is a joint venture with Athens State University. It is intended to provide housing options to both Calhoun and Athens students, including those attending the Alabama Center for the Arts.

Absent

Senator Arthur Orr, Chair *pro tempore*

Date

*Arthur Orr*

7/21/23

Jim America, Vice Chair *pro tempore*

Date

*Jim America*

7-21-23

Catherine Wehlburg, Interim President of Athens State University

Date

*Catherine Wehlburg*

07/21/2023

Jackie Gooch, Secretary to the Board of Trustees

Date





# ATHENS STATE UNIVERSITY

## 2023-2024 Tuition and Fee Schedule

Tuition and Fees per credit hour	In State	Out of State
Traditional Tuition – Undergraduate	\$251	\$502
Traditional Tuition – Graduate	362	628
Non-Traditional Rate – Undergraduate	251	251
Non-Traditional Rate – Graduate	362	362
Technology Fee per Credit Hour	75	75
Bond Surety Fee per Credit Hour	1	1
Student Activities Fee	1	1
<b>Other Student Fees</b>		
Application/Transfer Fee	30	30
Late Fee*	35	35
Lab Fee (as specified per course)	53	53
Auditing Fee per hour	½ of applicable tuition rate	½ of applicable tuition rate
Teaching Internship Fee	250	250
edTPA Fee	300	300
Credentials Fee**	maximum of \$100/course	maximum of \$100/course
Graduation Fee	100	100
Returned Check Fee	35	35
*Late registration/late payment		
**will vary depending on the credential		
<b>Alabama Center for The Arts Residence Hall</b>		
<b>Room Type</b>	<b>Fall/Spring - Per Term</b>	<b>Summer</b>
Two Bedroom	\$2,500	\$1,700
One Bedroom	2,800	1,900
Studio	2,500	1,700

Board Approved: May 19, 2023

Board Amended:



# ATHENS STATE UNIVERSITY BOARD OF TRUSTEES

## RECOMMENDATION FOR ACTION

**DATE OF BOARD MEETING:** July 21, 2023

**ACTION ITEM TITLE:** FY 2023-2024 Budget

**RECOMMENDATION:**

It is recommended that the Athens State University Board of Trustees approve the FY 2023-2024 Budget as presented to include a 2% COLA.

**FISCAL CONSIDERATION:**

See attached.

**RATIONALE:**

The University budget for FY 2023-2024 must be approved by the Board of Trustees.

Absent

\_\_\_\_\_  
Senator Arthur Orr, Chair *pro tempore*

Date

*Arthur Orr*

7/21/23

\_\_\_\_\_  
Jim America, Vice Chair *pro tempore*

Date

*Jim America*

7-21-23

\_\_\_\_\_  
Catherine Wehlburg, Interim President of Athens State University

Date

*Jackie Gooch*

07/21/2023

\_\_\_\_\_  
Jackie Gooch, Secretary to the Board of Trustees

Date



**Proposed Budget Summary  
2023-2024 Fiscal Year**

	<u>Current Fund Group</u>			<u>Plant Funds</u>
	<u>Unrestricted</u>	<u>Unrestricted Auxiliary</u>	<u>Restricted</u>	
<b>Estimated Beginning Fund Balance as of 10/1/23</b>	<b>\$15,961,892</b>	<b>\$ 337,789</b>	<b>\$576,901</b>	<b>\$17,836,893</b>
<b>Add</b>				
Revenues	\$42,868,989	\$377,733	\$23,350,706	\$100,000
Transfers In		\$150,000	\$425,000	\$1,800,000
<b>Total Estimated Additions</b>	<b>\$42,868,989</b>	<b>\$527,733</b>	<b>\$23,775,706</b>	<b>\$1,900,000</b>
<b>Total Funds Available</b>	<b>\$58,830,881</b>	<b>\$865,522</b>	<b>\$24,352,607</b>	<b>\$19,736,893</b>
<b>Deduct</b>				
Expenditures	\$40,493,569	\$675,480	\$23,675,706	\$8,589,425
Transfers Out	\$2,375,000			
<b>Total Estimated Deductions</b>	<b>\$42,868,989</b>	<b>\$675,480</b>	<b>\$23,675,706</b>	<b>\$8,589,425</b>
<b>Estimated Ending Fund Balance as of 9/30/2024</b>	<b>\$15,961,892</b>	<b>\$190,042</b>	<b>\$676,901</b>	<b>\$11,146,468</b>




 Current Fund Revenues, Transfers-In, Expenditures, and Transfers-Out  
 FOR FISCAL YEAR 2023-2024

	Unrestricted	Auxiliary	Restricted	Plant	TOTAL PROPOSED CURRENT BUDGET
<b>Beginning Fund Balance</b>	<b>\$15,961,892</b>	<b>\$337,789</b>	<b>\$576,901</b>	<b>\$17,835,893</b>	<b>\$34,712,475</b>
<b>E &amp; G REVENUES</b>					
<b>TUITION AND FEES</b>					
431 Tuition	\$16,247,147				\$16,247,147
438 Special Fees	\$160,000				\$160,000
443 Technology Fees	\$4,644,975				\$4,644,975
439 Other Student Fees	\$147,000				\$147,000
<b>Total Tuition and Fees</b>	<b>\$21,199,122</b>				<b>\$21,199,122</b>
<b>LOCAL FUNDS</b>					
408 Local Appropriations	\$50,000				\$50,000
<b>Total Local Funds</b>	<b>\$50,000</b>				<b>\$50,000</b>
<b>STATE FUNDS</b>					
401 ETF O & M Appropriation	\$19,630,912				\$19,630,912
402 ETF Special Appropriation	\$1,218,955				\$1,218,955
406 Other Appropriation (Not funded by ETF)					
425 State Grants and Contracts			\$3,983,019		\$3,983,019
<b>Total State Funds</b>	<b>\$20,849,867</b>		<b>\$3,983,019</b>		<b>\$24,832,886</b>
<b>FEDERAL FUNDS</b>					
410 Student Aid			\$18,802,230		\$18,802,230
411 Federal Grants and Contracts			\$565,457		\$565,457
<b>Total Federal Funds</b>			<b>\$19,367,687</b>		<b>\$19,367,687</b>
<b>VARIOUS INCOME FUNDS</b>					
484 Investment Income	\$300,000				\$300,000
486 Miscellaneous Revenue	\$270,000			\$100,000	\$370,000
<b>Total Various Income Funds</b>	<b>\$570,000</b>			<b>\$100,000</b>	<b>\$670,000</b>
<b>SALES AND SERVICES</b>					
497 Indirect Cost Revenue	\$200,000				\$200,000
<b>Total Sales and Services</b>	<b>\$200,000</b>				<b>\$200,000</b>
<b>TOTAL E &amp; G REVENUES</b>	<b>\$42,868,989</b>		<b>\$23,350,706</b>	<b>\$100,000</b>	<b>\$66,319,695</b>
<b>AUXILIARY REVENUES</b>					
1000 Bookstore		\$100,000			\$100,000
2000 Food Services		\$7,800			\$7,800
3000 Vending		\$3,000			\$3,000
5000 Student Activities		\$61,933			\$61,933
6000 Other		\$205,000			\$205,000
<b>Total Auxiliary Revenues</b>		<b>\$377,733</b>			<b>\$377,733</b>
<b>TOTAL REVENUES</b>	<b>\$42,868,989</b>	<b>\$377,733</b>	<b>\$23,350,706</b>	<b>\$100,000</b>	<b>\$66,697,428</b>
<b>MANDATORY TRANSFERS-IN</b>					
Debt Transfers				\$1,600,000	\$1,600,000
<b>Total Mandatory Transfers-In</b>				<b>\$1,600,000</b>	<b>\$1,600,000</b>
<b>NONMANDATORY TRANSFERS-IN</b>					
8400 Non Mandatory		\$150,000	\$425,000	\$200,000	\$775,000
<b>Total Nonmandatory Transfers-In</b>		<b>\$150,000</b>	<b>\$425,000</b>	<b>\$200,000</b>	<b>\$775,000</b>
<b>TOTAL TRANSFERS-IN</b>		<b>\$150,000</b>	<b>\$425,000</b>	<b>\$1,800,000</b>	<b>\$2,375,000</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$58,830,881</b>	<b>\$865,522</b>	<b>\$24,352,607</b>	<b>\$19,735,893</b>	<b>\$103,784,903</b>





**Current Fund Revenues, Transfers-In, Expenditures, and Transfers-Out  
FOR FISCAL YEAR 2023-2024**

	Unrestricted	Auxiliary	Restricted	Plant	TOTAL PROPOSED CURRENT BUDGET
<b>E &amp; G EXPENDITURES</b>					
Salaries & Wages	\$23,022,081	\$293,225	\$2,434,947		\$25,750,253
Employee Benefits	\$7,292,665	\$99,610	\$779,067		\$8,171,342
Operational Services	\$2,830,562	\$103,638	\$279,010		\$3,213,210
Professional Services	\$761,772	\$37,955	\$189,534		\$989,261
Material & Supplies	\$3,022,289	\$136,552	\$415,564		\$3,574,405
Other Current Charges	\$1,913,620	\$4,500	\$256,666	\$1,600,000	\$3,774,786
Capital Expenditures	\$35,000			\$6,989,425	\$7,024,425
Scholarships	\$1,616,000		\$19,320,918		\$20,936,918
<b>Total E &amp; G Expenditures</b>	<b>\$40,493,989</b>	<b>\$675,480</b>	<b>\$23,675,706</b>	<b>\$8,589,425</b>	<b>\$73,434,600</b>
<b>TOTAL EXPENDITURES</b>	<b>\$40,493,989</b>	<b>\$675,480</b>	<b>\$23,675,706</b>	<b>\$8,589,425</b>	<b>\$73,434,600</b>
<b>MANDATORY TRANSFERS-OUT</b>					
8500 Other Mandatory Transfer-Out					
851 Principal and Interest	\$1,600,000				\$1,600,000
860 Renew and Replace-Fac Ren Fee					
<b>Total Mandatory Transfers-out</b>	<b>\$1,600,000</b>				<b>\$1,600,000</b>
<b>NONMANDATORY TRANSFERS-OUT</b>					
<b>UNRESTRICTED</b>					
8900 Other Nonmandatory Transfer-Out	\$775,000				\$775,000
<b>Total Nonmandatory Transfers-out</b>	<b>\$775,000</b>				<b>\$775,000</b>
<b>TOTAL TRANSFERS-OUT</b>	<b>\$2,375,000</b>				<b>\$2,375,000</b>
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>\$42,868,989</b>	<b>\$675,480</b>	<b>\$23,675,706</b>	<b>\$8,589,425</b>	<b>\$75,809,600</b>
<b>TOTAL ENDING FUND BALANCE</b>	<b>\$15,961,892</b>	<b>\$190,042</b>	<b>\$676,901</b>	<b>\$11,146,468</b>	<b>\$27,975,303</b>



# ATHENS STATE UNIVERSITY

**DETAIL STATEMENT OF BUDGETED EXPENDITURES  
FOR FISCAL YEAR 2023-2024  
UNRESTRICTED, AUXILLARY, AND RESTRICTED FUNDS**

	Unrestricted Fund	Auxillary Funds	Restricted Funds
<b><u>PERSONNEL COMPENSATION</u></b>			
<b><u>SALARIES &amp; WAGES</u></b>			
501 INSTRUCTIONAL-REGULAR	\$10,752,593.00		\$1,119,426.00
502 INSTRUCTIONAL-TEMP/PART-TIME	\$1,363,300.00		\$250,340.00
503 ADMINISTRATIVE	\$2,384,091.00		
504 OTHER PROFESSIONAL	\$3,977,846.00	\$208,298.00	\$721,807.00
505 SUPPORT PERSONNEL	\$3,671,695.00	\$62,602.00	\$161,017.00
506 HOURLY WAGES	\$668,626.00	\$22,325.00	\$175,357.00
507 STUDENT ASSISTANTS	\$135,000.00		\$7,000.00
510 CONTRACT SERVICES	\$68,930.00		
<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$23,022,081.00</b>	<b>\$293,225.00</b>	<b>\$2,434,947.00</b>
<b><u>EMPLOYEE BENEFITS</u></b>			
571 FICA MATCHING	\$1,757,704.00	\$22,523.00	\$187,196.00
574 RETIREMENT MATCHING	\$2,697,650.00	\$31,875.00	\$280,203.00
580 PRESIDENT'S EXPENSE ALLOWANCE			
583 HEALTH INSURANCE	\$2,518,611.00	\$44,160.00	\$293,245.00
592 COMPENSATED ABSENCES	\$149,916.00		
594 OTHER STAFF BENEFITS	\$168,784.00	\$1,052.00	\$18,423.00
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$7,292,665.00</b>	<b>\$99,610.00</b>	<b>\$779,067.00</b>
<b>TOTAL PERSONNEL COMPENSATION</b>	<b>\$30,314,746.00</b>	<b>\$392,835.00</b>	<b>\$3,214,014.00</b>
<b><u>CURRENT CHARGES</u></b>			
<b><u>OPERATIONAL SERVICES</u></b>			
601 IN-STATE TRAVEL	\$131,400.00	\$11,888.00	\$137,000.00
602 OUT-OF-STATE TRAVEL	\$357,800.00	\$4,000.00	\$15,000.00
603 TRAVEL - OTHER	\$35,000.00		
604 COMMUNICATIONS	\$52,400.00		
605 POSTAGE	\$54,870.00	\$3,250.00	
606 MAINTENANCE AND REPAIRS	\$208,500.00	\$2,000.00	
607 SERVICE CONTRACTS ON EQUIPMENT	\$640,522.00		
608 ELECTRICITY	\$437,000.00		\$24,000.00
609 GAS AND HEATING FUEL	\$150,500.00		
610 WATER AND SEWER	\$45,500.00		
611 GASOLINE AND OIL - MOTOR VEHICLES	\$25,000.00		\$5,400.00
612 SANITATION	\$27,500.00		
613 RENT - EQUIPMENT	\$75,770.00	\$75,000.00	\$3,095.00
614 RENT - FACILITIES	\$47,690.00		\$93,600.00
616 INSURANCE AND BONDING	\$410,000.00		
619 PRINTING, REPRODUCTION AND BINDING	\$101,110.00	\$7,500.00	\$915.00
620 UTILITY TAX	\$30,000.00		
<b>TOTAL OPERATIONAL SERVICES</b>	<b>\$2,830,562.00</b>	<b>\$103,638.00</b>	<b>\$279,010.00</b>



**DETAIL STATEMENT OF BUDGETED EXPENDITURES  
FOR FISCAL YEAR 2023-2024  
UNRESTRICTED, AUXILLARY, AND RESTRICTED FUNDS**

	Unrestricted Fund	Auxillary Funds	Restricted Funds
<b>PROFESSIONAL SERVICES</b>			
624 LEGAL SERVICES	\$100,000.00		
626 ACCOUNTING AND AUDITING SERVICES	\$75,000.00		
627 ENGINEERING AND ARCHITECTURAL SERVICES	\$74,000.00		
628 OTHER PROFESSIONAL FEES	\$14,000.00		
629 LICENSE FEES			
639 OTHER CONTRACTUAL SERVICES	\$498,772.00	\$37,955.00	\$189,534.00
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>\$761,772.00</b>	<b>\$37,955.00</b>	<b>\$189,534.00</b>
<b>MATERIALS AND SUPPLIES</b>			
617 SUBSCRIPTIONS	\$2,025,791.00	\$16,500.00	
618 MEMBERSHIPS	\$156,596.00	\$3,240.00	\$1,000.00
641 MATERIALS AND SUPPLIES	\$424,590.00	\$101,812.00	\$373,564.00
642 COMPUTER SOFTWARE	\$32,211.00	\$2,500.00	
643 TECHNOLOGY - NONCAPITALIZED	\$360,276.00	\$2,500.00	\$41,000.00
645 FURNITURE & FIXTURES	\$22,825.00	\$10,000.00	
<b>TOTAL MATERIAL AND SUPPLIES</b>	<b>\$3,022,289.00</b>	<b>\$136,552.00</b>	<b>\$415,564.00</b>
<b>OTHER CURRENT CHARGES</b>			
667 ADVERTISING AND PROMOTIONS	\$1,783,645.00	\$2,500.00	\$30,000.00
668 DEBT COLLECTION EXPENSE			
677 BANK CHARGES	\$100,975.00	\$2,000.00	
699 OTHER	\$29,000.00		\$226,666.00
<b>TOTAL OTHER CURRENT CHARGES</b>	<b>\$1,913,620.00</b>	<b>\$4,500.00</b>	<b>\$256,666.00</b>
<b>TOTAL SERVICES, SUPPLIES, &amp; OTHER</b>	<b>\$8,528,243.00</b>	<b>\$282,645.00</b>	<b>\$1,140,774.00</b>
<b><u>CAPITAL EXPENDITURES</u></b>			
701 BOOKS	\$35,000.00		
702 AUDIOVISUALS			
710 FURNITURE & EQUIPMENT \$25,000 OR LESS			
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$35,000.00</b>		
<b>GRAND TOTAL (EXCLUDING SCHOLARSHIPS)</b>	<b>\$38,877,989.00</b>	<b>\$675,480.00</b>	<b>\$4,354,788.00</b>



**SCHOLARSHIPS**  
2023-2024 Fiscal Year

	UNRESTRICTED		UNRESTRICTED AUXILIARY		RESTRICTED		RESTRICTED AUXILIARY		TOTAL	
	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount	Estimated # of Awards	Amount
Economically Disadvantaged					2,187	\$18,802,230			2,187	\$18,802,230
Employee/Employe Depondant	35	\$100,000							35	\$100,000
ACCS Employee/Dependent	138	\$230,000							138	\$230,000
Institutional	721	\$1,286,000							721	\$1,286,000
Other					101	\$518,688			101	\$518,688
<b>Total Scholarships</b>	<b>892</b>	<b>\$1,616,000</b>			<b>2,288</b>	<b>\$19,320,918</b>			<b>3,180</b>	<b>\$20,936,918</b>