

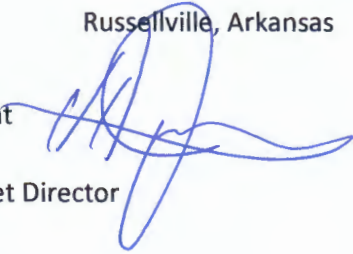
Arkansas Tech University

Russellville, Arkansas

To: Dr. Jones, President

From: Matt Fraser, Budget Director

Date: 07-17-24



Subject: Disposition of College Admin Fees Beginning FY25

This memo is to clarify the agreed upon disposition of and procedure for administering the College Admin Fee budgets.

The following areas will receive new revenues from College Admin Fees in FY25.

Detail Code	Description	Fund	Organization	Account	Program
F268	College of A&H Admin Cost	110000	250100	502217	101000
F269	College of B&E Admin Cost	110000	221000	502217	101000
F270	College of E&H Admin Cost	110000	241000	502217	101000
F271	College of STEM Admin Cost	110000	270100	502217	101000

Revenues will be divided as follows:

- Dean: 60%
- VP of Academic Affairs: 15%
- President: 25%
- Transfers to the Educational Flex Fund #110005 will be completed on a semester basis once the last day to drop a course with a refund has passed.
- Once transferred, funds will follow established procedures within the Educational Flex Fund.