

**TITLE:** Kentucky State University Management Improvement Plan Revision and Approval of Monthly Reporting Template

**DESCRIPTION:** The Executive Committee will provide a recommendation to the Council on the recommended monthly reporting template and a revision to two management plan objectives.

**STAFF CONTACT:** Travis Powell, Vice President and General Counsel

---

### **COMMITTEE REVIEW AND RECOMMENDATION**

The Executive Committee will consider the proposed recommendation during its January 19, 2024, morning meeting. If approved by the Committee, they will request the Council take final approval action.

### **BACKGROUND INFORMATION**

House Bill 250 enacted in the 2022 Regular Session directs Kentucky State University to provide “a monthly report of university finances to the council in a format requested by the council.” While the university has provided monthly reports to the council since HB 250 was enacted, the university was given significant latitude in the format of those reports. This was primarily due to issues with their accounting system that made it difficult for the university to consistently report in a standard format.

### **REASON FOR REQUESTED REVISION**

A standardized monthly reporting format will facilitate staff’s efforts to monitor and evaluate the university’s progress toward meeting financial goals and completing objectives in the management plan.

Reporting in the attached format would begin with the February 2024 report and continue through the November 1, 2025 monitoring period established in HB 250 or until revised by the Council. This report will be included in the Council’s monthly update on KSU’s financial status provided to the Governor and the Legislative Research Commission (LRC) per HB 250.

Staff also recommends a revision to the follow two objectives in the management improvement plan:

5.2.7 Statement of Revenues, Expenses and Changes in Net Position – Change deliverable from monthly to quarterly.

5.2.8 Statement of Net Position – Change deliverable from monthly to quarterly.

This revision will align these deliverables with a more appropriate calendar for financial reporting.

## **RATIONALE FOR REVISION**

Sufficient progress has been made in reconciling accounts and correcting accounting issues that we are now confident that the university can comply with a standard reporting format. The proposed template is designed to provide the information necessary for CPE staff to monitor and evaluate the financial performance of the University. Staff also recommend that the monthly and quarterly financial reporting be aligned with best practices.