



ANGELO STATE UNIVERSITY

OFFICE OF THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

Box 11009, ASU Station • San Angelo, Texas 76909 • Phone 915-942-2017 • Fax 915-942-2271

December 15, 2003

Honorable Rick Perry, Governor
Honorable Carole Keeton Rylander, Texas Comptroller
John Keel, CPA, Director, Legislative Budget Board
Mr. Lawrence F. Alwin, CPA, State Auditor

Ladies and Gentlemen:

We are pleased to submit the Angelo State University Annual Report of Nonfinancial Data for the year ended August 31, 2003, in compliance with the TEX. GOV'T CODE ANN. § 2101.0115 and in accordance with the requirements established by the Comptroller of Public Accounts.

The accompanying report has not been audited and is considered to be independent of the agency's or institution's Annual Financial Report.

Sincerely,

Sharon K. Meyer
Vice President for
Finance and Administration
Angelo State University

ANGELO STATE UNIVERSITY
ANNUAL REPORT OF OTHER REQUIRED INFORMATION
FOR THE YEAR ENDED AUGUST 31, 2003

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**Angelo State University
Schedule of Bonded Employees
For the Fiscal Year Ended August 31, 2003**

<u>Employees Covered:</u>	<u>Name of Surety Company</u>	<u>Amount of Bond</u>
All	Fidelity and Deposit Company of Maryland	\$250,000

Angelo State University
Schedule of Space Occupied
For the Fiscal Year Ended August 31, 2003

Angelo State University did not rent office space during the fiscal year.
Data on space utilization is regularly submitted to the Texas Higher Education Coordinating Board.

Angelo State University
Professional/Consulting Fees and Legal Service Fees
For the Fiscal Year Ended August 31, 2003

<u>Name</u>	<u>Type of Service Rendered</u>	<u>Amount</u>
Professional/Consulting Fees		
National Association of Schools of Music	Other Professional Services	\$ 1,116.53
Advanced Data Systems	Other Professional Services	16,500.00
Alderson & Associates, Inc.	Architectural/Engineering Services	62,827.06
American Red Cross	Educational/Training Services	150.00
West Texas Rehabilitation Center	Medical Service Fee	90.00
Darrow, McSpedden, Sellers, Inc.	Architectural/Engineering Services	14,384.00
Greystone Engineering, Inc.	Architectural/Engineering Services	9,795.00
Agnew Associates, Inc.	Architectural/Engineering Services	32,201.67
Quality Solutions Inc.	Consultant Services	5,000.00
King Consultants	Other Professional Services	1,350.00
Argus-King Environmental LLC	Other Professional Services	6,458.85
Angelo State University	Lecturers - Higher Education	100.00
Bank of America Commercial	Veterinary Services	109.50
Nancy Steele-Hamme	Other Professional Services	1,200.00
Faye Nell Vowell	Consultant Services	1,830.00
R.W. Gregonis	Architectural/Engineering Services	1,900.00
Linda Schultz	Other Professional Services	1,200.00
Accessibility compliance Associates	Other Professional Services	750.00
Texas Department of Information Resources	Educational/Training Services	17,695.00
		<hr/>
Total Professional/Consulting Fees		\$ <u>174,657.61</u>
Legal Service Fees		\$ <u>0.00</u>
Total Professional/Consulting Fees and Legal Service Fees		\$ <u>174,657.61</u>

**Angelo State University
Schedule of Aircraft Operation
For the Fiscal Year Ended August 31, 2003**

Angelo State University did not operate, rent or lease aircraft during the fiscal year.

Angelo State University
Schedule of Itemized Purchases
For the Fiscal Year Ended August 31, 2003

Angelo State University did not make any proprietary purchases during the fiscal year.

**Angelo State University
Master File Report Verification Form
For the Fiscal Year Ended August 31, 2002**

NOT APPLICABLE

Angelo State University
 Agency 737 - HUB Strategic Plan Progress Report
 For the Fiscal Year Ended August 31, 2003

Goal = Strategic Plan HUB Goal Actual = % Spent with HUBs from HUB Report	Actual for FY '02	Actual for FY '03	Goal for FY '04
Heavy construction other than building contracts	0.0%	0.0%	11.9%
Building construction, including general contractors and operative builders contracts	0.034%	29.8%	26.1%
Special trade construction contracts	5.26%	25.4%	57.2%
Professional services contracts	0.00%	0.00%	4.94%
Other services contracts	25.0%	23.70%	33.0%
Commodities contracts	4.96%	8.58%	12.6%

Prepared by: Margaret Mata

Printed Name: Margaret Mata

Phone Number (325) 942-2012

Approved: Denise Brodnax
(Signature Approval)

Printed Name: Denise Brodnax

Phone Number (325) 942-2014

Angelo State University
 Appropriation Item Transfers*
 For the Fiscal Year Ended August 31, 2003

ITEM OF APPROPRIATION		<u>Transfers-In</u>	<u>Transfers-Out</u>	<u>Net Transfers</u>
A. Goal: Provide Instruction				
Strategies:				
A.1.1	10737 Faculty Salaries	\$ 3,981,705.11	\$ (\$1,509,498.53)	\$ 2,472,206.58
	10737 Faculty Salaries - Nursing		(131,864.39)	(131,864.39)
	10737 DOE	130,941.43	(181,161.30)	(50,219.87)
	10737 Library	36,726.00	(231,495.00)	(194,769.00)
	10737 Capitol Equity & Excellence		(719,660.00)	(719,660.00)
	10737 Instructional Adm.	12,859.00	(10,570.00)	2,289.00
	10737 Institutional Support	223,988.47	(33,943.25)	190,045.22
	10737 Student Services	15,350.00	(31,849.77)	(16,499.77)
A.1.2	10737 Teaching Experience		(772,873.00)	(772,873.00)
A.1.7	10737 Organized Activities	2,881.00		2,881.00
A.1.8	10737 System Office Operations			
Total, Goal A: Instruction/Operations		<u>4,404,451.01</u>	<u>(3,622,915.24)</u>	<u>781,535.77</u>
B. Goal: Infrastructure Support				
Strategies:				
B.1.1	10737 E&G Space Support	6,609.00	(10,771.00)	(4,162.00)
	10737 Building Maintenance	24,667.00	(14,331.00)	10,336.00
	10737 Custodial Services	2,315.00		2,315.00
	10737 Grounds Maintenance	5,951.00	(7,715.00)	(1,764.00)
	10737 Utilities	154,918.00	(1,051,666.00)	(896,748.00)
B.1.2	10737 Tuition Revenue Bond Retirement		(2,914,879.00)	(2,914,879.00)
Total, Goal B: Infrastructure Support		<u>194,460.00</u>	<u>(3,999,362.00)</u>	<u>(3,804,902.00)</u>
C. Goal: Special Item Support				
Strategies:				
	10737 Institutional Enhancement		(795,419.44)	(795,419.44)
C.1.5	10737 School-Based Clinic	2,799.38		2,799.38
C.2.1	10737 Management, Instruction		(6,800.00)	(6,800.00)
C.2.2	10737 Small Business Development	12,130.00	(601.00)	11,529.00
C.2.3	10737 Center for Fine Arts		(210.45)	(210.45)
	10737 West Texas Training		(611,438.45)	(611,438.45)
	10737 Re-Direct Capitol Expense	540,000.00		540,000.00
	10737 Center for Academic Excellence		(303,760.22)	(303,760.22)
Total, Goal C: Special Item Support		<u>554,929.38</u>	<u>(1,718,229.56)</u>	<u>(1,163,300.18)</u>
D. Goal:	10737 Extension & Public Service	109,413.00		109,413.00
E. Goal:				
F. Goal:				
Net Appropriation Item Transfers		<u>\$ 5,263,253.39</u>	<u>\$ (9,340,506.80)</u>	<u>\$ (4,077,253.41)</u>

* This schedule does not include Benefit Replacement Pay Transfers

**Angelo State University
Schedule of Vehicles Purchased
For the Fiscal Year Ended August 31, 2003**

<u>Location</u>	<u>Make/Model of Vehicle</u>	<u>Date Purchased</u>	<u>Purchase Amount</u>	<u>Fuel Type</u>	<u>EPA Estimated MPG</u>
Physical Plant	2003 Chevy Blazer	10-11-02	\$17,939.24	Gasoline	15 city / 21 highway
University Police	2003 Ford Crown Victoria	9-11-02	\$19,458.00	Gasoline	18 city / 26 highway

UNAUDITED

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Angelo State University
Indirect Cost Schedule
For the Fiscal Year Ended August 31, 2003

NOT APPLICABLE

Angelo State University
Schedule of Lump-Sum Vacation and Compensatory Leave
For the Fiscal Year Ended August 31, 2003

Lump Sum Payments for:	
Accrued Vacation	\$23,314.24
Compensatory Leave	<u>9,964.98</u>
Total	<u>\$33,279.22</u>

Angelo State University
Schedule of State-Owned or Leased Vehicles Used by State Employees
For the Fiscal Year Ended August 31, 2003

<u>Employee</u>	<u>Job Title</u>	<u>Reason for Authorization</u>
John Russell	Assistant Plant Director	Construction Supervision
Paul Leifeste	Mechanical Maintenance Supervisor	24 hr Call Rotation
Ruben Sandoval	Electronics/Energy Control Technician	24 hr Call Rotation
Cory Smith	Mechanical Maintenance Technician	24 hr Call Rotation
Paul Pillsbury	Energy Control Technician	24 hr Call Rotation
Hal Peter	Grounds Superintendent	24 hr Call Rotation
Nathan Bearden	Asst. Central Stores Supervisor	24 hr Call Rotation
Larry Paddock	Electrician	24 hr Call Rotation

Angelo State University
Report of Recycled, Remanufactured and Environmentally Sensitive Purchases
For the Fiscal Year Ended August 31, 2003

Agency No. 737		Agency Name: Angelo State University	
Point of Contact: Margaret Mata			
Phone Number : (325) 942-2012			
E-Mail Address: Margaret.Mata@angelo.edu			
E1, E2, or E3	Description	Total Expenditures	
Total E1			
Including 1st Choice	Recycled	\$110,108.80	
Total E2			
Including 1st Choice	Remanufactured	\$209.49	
Total E3			
Including 1st Choice	Environmentally Sensitive	\$38,774.33	
Total of E1, E2 and E3 includes Recycled 1st Choice Targeted Totals			\$149,092.62

FY 2002 1st Choice Targeted Commodities	Expenditures			% Spent on
	1st Choice Products (A)	Virgin Counterpart (B)	Total (A+B)	1st Choice Products 100 * [A/(A+B)]
Motor Oil & Lubricants	\$209.49		\$209.49	100.00%
Toilet Paper, Toilet Seat covers & Paper Towels	\$30,867.75		\$30,867.75	100.00%
Printing Paper, Copier Paper & Computer Paper	\$62,712.11	\$4,260.75	\$66,972.86	93.64%
Business Envelopes	\$2,121.70		\$2,121.70	100.00%
Total 1st Choice Targeted Commodities	\$95,911.05	\$4,260.75	\$100,171.80	95.75%

Summary of Total Number of FY 2002 Justification Letters	Total Cost	Total Quality	Total Not Available	Total Other
Motor Oil & Lubricants				
Toilet Paper, Toilet Seat covers & Paper Towels				
Printing Paper, Copier Paper & Computer Paper		3		
Business Envelopes				
Total Number(s)		3		