

**Meeting of the Tennessee State University Board of Trustees
Special Housing Committee Meeting
January 10, 2023
Tennessee State University – Electronic**

MINUTES

Committee Members Present: Trustees Van Pinnock (Chair), Obie McKenzie and Andre Johnson.

Other Board Members Present: Chair Deborah Cole and Trustees Shaun Wimberly and William Dunst

University Staff Present: President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; Vice President of Finance and Budget Douglas Allen; Acting Interim Vice President for Academic Affairs Dr. Robbie Melton; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Assoc. Vice President of Student Affairs.

I. CALL TO ORDER

Trustee Pinnock called the meeting to order at 10:00 a.m. on January 10, 2023, and moved to make certain findings on the record regarding the necessity for conducting the meeting electronically without a physical quorum present due to travel-related issues for Committee members. The Committee found that there were various important matters that required immediate action by the Committee. The Committee is scheduled to take up important matters that require timely action by the Committee, including addressing the Committee's charge and receiving reports on the University's current housing plans status, 2023 housing, and TSU's proposed long-term housing plans. Travel-related issues for Committee members necessitated electronic participation. Trustee Johnson seconded and the motion carried.

II. ROLL CALL/DECLARATION OF A QUORUM

Trustee Van Pinnock asked the secretary to the board to call the roll. Board Secretary Pendleton called the roll. Present: Trustees Andre Johnson, McKenzie and Van Pinnock. A quorum was established.

III. RECOGNITION OF BOARD MEMBERS

Trustee Van Pinnock recognized the Board Chairs who were present at the meeting. Chair Cole thanks the Special Committee for their hard work.

IV. APPROVAL OF NOVEMBER 7, 2022, MEETING MINUTES

Trustee Van Pinnock introduced the first action item and moved to approve the minutes of the November 7, 2022 Special Housing Committee meeting. Trustee Johnson seconded the motion.

Chair Cole noted a correction in the time of the meeting. The motion to approve the meeting minutes, as corrected by Secretary Pendleton, carried unanimously by roll call vote.

V. UPDATE ON TSU'S HOUSING PLAN

The next order of business was an informational discussion item. President Glover was asked by Trustee Pinnock to provide an update, which she did. President Glover noted that Dean Stevenson prepared the plan, which is still in the development process.

Dean Stevenson provided an update to the Committee. He shared that the University has put into place some new administrative responsibilities in the Housing department, new people have been put into different roles and that the University is hiring new staff. TSU has undertaken a nationwide search for a new associate vice president-level position for Housing.

TSU has changed its application enrollment dates so that housing for the Fall semester opens on February 1 for new students and March 1 for returning students. This will allow the University to evaluate housing needs earlier.

Dean Stevenson shared updates on housing assignments. This Spring, the University made assignments for students coming out of hotel-based housing. One hundred forty-four (144) students will receive new housing assignments. Several students are not registered, which is required under the housing policy. Some students will wait until the last minute to make housing decisions. TSU has been in communication with students who are planning on attending the University but who have not yet registered to advise them to register and take other appropriate steps for the Spring semester in order to secure housing. The University does anticipate that more students who are not currently registered will register later. Dean Stevenson expressed a desire to be responsive to students' needs.

Dean Stevenson reported that Jefferson Flats (64 beds) is coming online in the Spring. Dean Stevenson said that the State Building Commission ("SBC") seemed to understand TSU's housing needs and that it wanted to see how Jefferson Flats fit into the University's overall housing plan. The University advised the SBC about Jefferson Flats and its housing plans.

For the Fall 2023, the school is working on running numbers of first-time freshmen to project future needs. Dean Stevenson expressed confidence in TSU's knowledge of historical retention numbers, who will need housing and what to expect. He does not anticipate another 1,500 student bed-count jump, as there was last year.

Trustee Johnson stated that the University was on the SBC's agenda back in November for a plan to build an additional 1,000 beds, but that it was pulled off the SBC's agenda. It is hoped that this will be put back on the SBC's agenda for February. A discussion entailed about the need for the 1,000 beds as part of the University's housing plan.

Dean Stevenson advised that the University may not be able to accommodate some students' housing needs this Spring. Those students will be helped to the extent possible.

Trustee Johnson asked about the plan to handle student frustration when a student has housing concerns. Dean Stevenson responded that additional staff members have been brought on board to respond to student concerns. A staff member was brought on to address hotel-related concerns in particular, and this proved to be effective. Staff is putting together information to provide to students about hotel facilities. President Glover added that customer service personnel are being hired to directly interact with students. A search committee was assembled and timelines have been developed for the search.

Dean Stevenson was asked about the priority given to students seeking housing. He explained that returning and registered students are guaranteed housing for the Spring, and students on the housing waitlist for Spring are also being prioritized. Next, students who attended school in the Fall but are unregistered for Spring are given priority. The last priority is with new students (who did not attend in the Fall) who need housing.

A discussion took place about providing point-of-contact information to students on TSU's website to improve student communications regarding housing.

Dr. Melton next provided an update on academic supports. She stated that the Academic Affairs team assessed student needs for those residing off-campus in hotel accommodations. As a result of that assessment, academic coaches will be scheduled to visit all off-campus housing locations and provide services on-campus seven days a week during evenings and online. The Academic Affairs team also evaluated shuttle schedules and has determined that additional supports are needed due to transportation concerns.

The Capital Plan was approved by the Board in June for the building of two new residence halls. This must now go before the SBC.

Trustee Johnson asked about the minimum requirements for consideration as an off-campus housing option. A discussion ensued about expanding housing options, including ones that have already been put in place for Spring. Trustee Johnson suggested talking to local landlords about possible housing, which VP Allen said was being done.

VI. HOUSING COMMITTEE MEMBER REPORTS

Trustee Johnson reported talking to landlords and others who might be interested in providing long-term leases. He has identified 6 or 7 housing options to share with the Committee. He has been working with VP Allen and Dr. Johnson to submit items for consideration for housing at smaller, near-campus facilities. President Glover asked to set up a follow up call with Trustee Johnson to discuss this further.

Trustee McKenzie focused on the supply-side of housing issues, with VP Allen, Dr. Johnson, Turner Construction, McKissack and McKissack, Moody Nolen, a financier (bond funding), Cobblestone and others. Trustee McKenzie has put together a team ready to work on a project for a public-private housing endeavor. The property was identified by Dr. Johnson as an appropriate place for such a project. Trustee McKenzie has circulated a proposal to this end for a 1,000-bed project. Trustee McKenzie noted that this is a professional, experienced team and a

cost-effective way to address housing concerns. The targeted date for this project would be 2024 or 2025.

Secretary Pendleton explained that a public-private partnership must go through the TSSBA (Tennessee State School Bond Authority) and the SBC. VP Allen explained that this public-private partnership would be considered debt for which TSU would be obligated. He further explained that some housing facilities were set to be demolished. The need for 1,000 beds refers to the need currently (with existing housing). Upgrades have been made to enhance student experiences in residence halls. Student housing costs have increased to 35-40% more than what they spent in 2014.

Trustee McKenzie asked for updates on the SBC's agenda and time frame. Further discussion took place regarding developing a piece of land for 1,000 beds and funding options, as well as the need to assess data and needs. A request was made by Trustee Shaun Wimberly to create a visual diagram to illustrate University projects.

VII. DISCUSSION OF ACTION ITEMS MOVING FORWARD

TSU is waiting to see whether the University is on the SBC's February agenda, at which time the University will request approval to build dormitories. After that, proposals can be considered for a building project.

A discussion took place regarding the need to create adequate messaging and ensure that others know that the University is actively working to identify housing solutions.

Enrollment numbers will be shared at the next Board of Trustees meeting. President Glover discussed the need to create a housing plan that takes into account record enrollment and changing housing needs.

VIII. ADJOURNMENT

Chair Pinnock asked if there were any further questions. Seeing none he moved to adjourn the meeting at 11:33.

TSU CAMPUS MASTER PLAN

May 9, 2023

OVERVIEW

1. Campus Master Plan

- ✓ *The current Campus Master Plan, completed in 2016, is a well-developed document that continues to guide the university's planning. Having served as a guide for seven years, there is a need to update and modify some of the plans for various reasons. This update will consist of a new campus assessment, recently constructed facilities added, proposed facilities will be included, and needed modifications to the previous proposal refined. Some of the facilities being requested are due to the exorbitant cost to repair and update the existing facility and some are due to campus enrollment or program growth.*

2. Project scope

- ✓ *The updated Campus Master Plan will include the following proposed buildings to be constructed and several facilities being updated and realigned with the existing academic, students support, and athletic programs' growth and evolution.*

New Facilities

Food Science Facility – Funding Approved

Animal Science Facility – Funding Approved

Engineering Facility – Funding Approved

Library Upgrades & Annex – Funding Approved

Laboratory Building – To be requested.

General Classroom Building – To be requested

Alumni House – To be requested

College of Education Building – To Be requested

Athletic Facilities – Baseball, Upgraded Football Field, Facilities, Ice Hockey, Softball Upgrades, Rowing Facility,

Other

Land/property acquisition

Agriculture Programs

Avon Williams Updates

Migration Plan

Elliott Hall Updates

Expanded Child Care Facility

Update space for programs/departments

Athletic Facilities

Parking Lots

3. Physical Analysis and Existing Conditions

- ✓ *The university had a facility assessment conducted and is listed in the 2016 Master Plan in which 68% of the university facilities scored a C or less on a scale of A-F. A building condition assessment is currently being conducted. The following buildings are included in the first phase.*

Building Assessment

Elliott Hall

Agriculture Buildings (Carp, Ferrell-Westbrook, AIT, Humphreys)

Avon Williams Instructional Site

Cheatham County Facility

Incubation Center(downtown E s in the A kickoff meeting has been conducted with university personnel and a timeline will be established with TBR, to review the deliverables, and to gather background information.

4. Deliverables

- ✓ *List of data and base information needed*
Narrative summary of Goals and Issues and master plan expectation
Map of existing campus illustrating updated assessment of conditions
Narrative summary of updated conditions and functionality assessment of existing buildings

5. Implementation plan

Once the plan is reviewed by the university, it will then be reviewed by TBR. After TBR has completed its review, the plan will be presented to the Tennessee Higher Education Commission (THEC) for approval.

TSU CAMPUS HOUSING MASTER PLAN

May 9, 2023

OVERVIEW

1. Campus Housing Master Plan

- ✓ *The university is experiencing an increased demand for student housing due to several factors. These include the high cost of residing in the city of Nashville, including the high cost of rental property, which has caused students who lived off-campus previously to return to campus due to a lack of affordability in the Nashville housing market. The property surrounding the university is being purchased by investors who no longer offer reasonable rates for their rental properties. The demand is also due to the increase in student enrollment. Tennessee State University has been a fixture in Nashville, TN since 1912. The university has not managed to keep the campus housing updated with the increased enrollment nor the expectations of students for their living and learning facilities. The university has identified Boyd Hall, Eppse Hall, Wilson Hall, and Watson Hall as facilities that have outlived their life expectancy by decades and should be replaced. Replacement is recommended due to the high cost of renovations and infrastructure repair/replacements and upgrades equaling or exceeding the cost of new construction. The university is currently completing a Campus Housing Master Plan, once completed the university will have a comprehensive document to guide housing development for TSU. This update will consist of a campus housing facility assessment, proposed locations for housing and parking along with the housing types and beds needed. The plan will address the immediate as well as the long-term housing challenges and some possible solutions.*

2. Project scope

- ✓ *The Campus Housing Master Plan will consist of a Housing and Demographic Goals and Priorities Follow-up, Bed and Parking Analysis, Residential Housing Phase Plan, and Renovation Analysis. The plan will identify buildings recommended to be demolished and several new residential facilities constructed and updated along with the university realigned with community partners in their capacity to provide supplemental housing through various types of partnerships to include P3s.*

Housing Facilities

The university currently has 3,680 beds available of which 1,506(41%) need to be replaced.

A verbal commitment has been made by TBR and THEC to assist the university in fast-tracking 1,000 new beds for the university due to rapid growth.

In August of 2022, the university added 700 additional beds to the inventory, increasing the total bed count to 3,680 and this did not meet the current needs of the campus.

The Hale and Rudolph residential facilities need updating and renovation and upgrades. The Housing Master Plan will also make recommendations regarding these two facilities.

There are currently two (2) apartment complexes housing Ford Residence Center and New Residence Center. Combined these units have approximately 684 beds. These units are over 20 years old and are nearing the end of their life expectancy.

3. Physical Analysis and Existing Conditions

- ✓ *The Housing Master Plan will include Renovation Analysis for Rudolph Residence and Hall Residence. Items will be listed in priority order for each of these facilities to extend the life expectancy and usage of the facilities.*

Several sites have been identified where housing facilities can be constructed. Each of these sites will factor in amenities such as parking and auxiliary resources along with the recommended classification level of the individuals recommended for the facility (freshmen, upperclassmen, graduate, or non-traditional).

4. Process

- ✓ *Develop a scope – Completed*
- Existing Residence Hall Summary – Completed*
- Housing Trends – In Progress*
- Financial Analysis Overview – In progress*
- Potential Sites for New Construction – In Progress*
- Review Conceptual designs for new and renovations – In Progress*
- Revised phasing and rolling bed count – In Progress*
- Fall/Spring 2022-23 Enrollment Data – In Progress*
- Projected Fall 2023 Enrollment Data – In Progress*
- Estimate for Fall 2023 Off-site housing needs – In Progress*
- Five-year enrollment projections – In Progress*

Once all data has been submitted to Moody-Nolan a six-week turnaround is needed to complete the analysis and finalize the report.