



Board of Trustees Materials

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**Tennessee State University
Board of Trustees**



**Tennessee State University
Board of Trustees**



**WELCOME AND
INTRODUCTIONS**

**Tennessee State University
Board of Trustees**



**ROLL CALL/
DECLARATION OF
A QUORUM**

**TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
REGULAR MEETING
AGENDA**

2:00 pm CST
Thursday, June 21, 2018

Tennessee State University
Main Campus – Hankal Hall
3500 John A. Merritt Blvd.
Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Welcome and Introductions
- III. Roll Call/Declaration of a Quorum
- IV. Action Items:
 - A. Approval of the March 15, 2018, Board Meeting Minutes
 - B. Approval of the Modified Calendar for the 2018 Board of Trustees Meetings
 - C. Audit Committee Report
 - i. Approval of the March 15, 2018, Audit Committee Meeting Minutes
 - ii. Annual Report on the Audit Office's Activities
 - iii. Discussion of the Audit Office's Quality Assurance and Improvement Program
 - iv. Approval of the Fiscal Year 2018-19 Audit Plan
 - v. Discussion of the Institutional Risk Assessment
 - vi. Executive Session Discussion of Items Deemed Confidential Under State Law
 - D. Finance and Budget Committee Report
 - i. Approval of the November 16, 2017, Finance and Budget Committee Meeting Minutes
 - ii. Approval of Fiscal Year 2018-19 Tuition and Mandatory Fees
 - iii. Approval of Institutional Budgets
 - iv. Approval of the Institution's Fiscal Year 2018-19 Compensation Plan
 - v. Report on Composite Financial Index
 - vi. Approval of the Institution's Capital Construction Plan
 - vii. Report on the Institution's Intent to Sever from the Tennessee Board of Regents on Capital Management
 - viii. Report on the Institution's Severance from the Tennessee Board of Regents on Procurement
 - ix. Report on the Institution's new Capital Campaign
 - x. Report on the Institution's Holiday Schedule

- E. Academic Affairs and Student Affairs Committee Report
 - i. Approval of the March 15, 2018, Academic Affairs and Student Affairs Committee Meeting Minutes
 - ii. Approval of Tenure and Promotion Recommendations
 - iii. Approval of Revised Academic Programs
 - iv. Approval of Academic Program Name Change
 - v. Approval of Off-Campus Academic Program Sites
 - vi. Academic Affairs Report
 - vii. Report on Enrollment
 - viii. Report on the Academic Calendar
 - ix. Report on Campus Crime Statistics
 - x. Student Affairs Report
- F. Executive Committee Report
 - i. Approval of the March 15, 2018, Executive Committee Meeting Minutes
 - ii. Approval of Executive Committee's Recommended Employment Agreement for President Glover and Delegation of Authority to the Board Chair to Execute the Agreement
 - iii. Discussion of Board Executive Committee Procedures Governing the President's Annual Performance Review

V. President's Report

VI. Board Chair's Report

VII. Adjournment

**Tennessee State University
Board of Trustees**



**Approval of the
March 15, 2018,
Board Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the March 15, 2018, Board Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair, Board of Trustees, Joseph Walker, III

The document reflecting the minutes from the March 15, 2018, Board meeting is included in the June 21, 2018, Board materials.

MOTION: To approve the minutes from the Board of Trustees' March 15, 2018, meeting as contained in the Board materials for the Board's June 21, 2018, meeting.

**Tennessee State University Board of Trustees
Regular Meeting - March 15, 2018
Tennessee State University – Main Campus – Hankal Hall
3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Board Members Present: Dr. Deborah Cole, Mr. Stephen Corbeil, Mr. William Freeman, Ms. Pamela Martin, Dr. Edith Peterson Mitchell, Mr. Obie McKenzie, Dr. Ali Sekmen, and Ms. Sydnie Davis.

University Staff Present: President Glenda Glover, and University Counsel and Board Secretary, Laurence Pendleton.

Guests: Members of the President’s Cabinet, Members of the Deans’ Council, and Representatives of the Tennessee Higher Education Commission (THEC).

I. CALL TO ORDER

Vice Chair Cole commenced the meeting by stating that she would be presiding over the March 15, 2018, Board meeting in Chairman Walker’s absence in accordance with Vice Chair Cole’s role as Vice Chair of the Board of Trustees. Vice Chair Cole then called the meeting to order at 1:30 p.m. She welcomed the Trustees and audience members to the meeting. Vice Chair Cole then called Dean of Students, Frank Stevenson, to give the invocation. After the invocation, Vice Chair Cole expressed a special thanks to Trustee McKenzie for his commitment to the Board.

II. ROLL CALL/DECLARATION OF A QUORUM

Vice Chair Cole asked the Board Secretary, Mr. Laurence Pendleton, to call the roll. The following Trustees were present: Dr. Deborah Cole, Mr. Stephen Corbeil, Mr. William Freeman, Ms. Pamela Martin, Dr. Edith Peterson Mitchell, Mr. Obie McKenzie, Dr. Ali Sekmen, and Ms. Sydnie Davis.

Secretary Pendleton announced the presence of a quorum.

III. ACTION ITEMS

A. APPROVAL OF MINUTES OF THE NOVEMBER 16, 2017 BOARD MEETING

Vice Chair Cole introduced the first action item —the approval of the November 16, 2017, Board meeting minutes. Vice Chair Cole opened the floor for a motion to approve the November 16, 2017, Board meeting minutes. Trustee Freeman moved to approve the November 16, 2017, meeting minutes. Trustee Mitchell seconded the motion. With there being no discussion, Vice

Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

B. APPROVAL OF THE CALENDAR FOR THE 2018 BOARD OF TRUSTEES MEETINGS

Vice Chair Cole introduced the second action item — the approval of the Calendar for the 2018 Board of Trustees Meetings. Vice Chair Cole noted that the proposed Calendar dates were included in the March 15, 2018, Board meeting materials. Vice Chair Cole opened the floor for a motion to approve the Calendar for the 2018 Board of Trustees meetings, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman moved to approve the Calendar for the 2018 Board of Trustees meetings. Trustee Martin seconded the motion. With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

C. AUDIT COMMITTEE REPORT

Vice Chair Cole, as the Chair of the Audit Committee, reported the following action and information items from the Audit Committee's March 15, 2018, meeting.

Vice Chair Cole announced that the Audit Committee met earlier that day to take actions on two items, discuss one other item, and to enter into executive session to discuss items deemed confidential under state law. Vice Chair Cole stated that the Audit Committee voted to recommend to the full Board: (1) the approval of the November 16, 2017, Audit Committee meeting minutes, and (2) the approval of the Office of Internal Audit's Charter. Vice Chair Cole stated that President Glover and Director of Internal Audit, Ms. Adrian Davis, discussed the completed internal audits. Vice Chair Cole further noted that an executive session followed this discussion.

On behalf of the Audit Committee, Vice Chair Cole moved to approve the November 16, 2017, Audit Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Mitchell seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then provided an overview of the Audit Committee's recommendation for approval of the Office of Internal Audit's Charter. She stated that pursuant to the Audit Committee Charter, the Audit Committee is responsible for the review and approval of the Charter for the University's Office of Internal Audit.

Vice Chair Cole further detailed that the Office of Internal Audit's Charter is a formal document that defines the Office of Internal Audit's purpose and responsibilities. Vice Chair Cole then moved to approve the Office of Internal Audit's Charter, as contained in the March 15, 2018, Board meeting materials. Trustee Mitchell seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

D. ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE REPORT

Vice Chair Cole yielded the floor to Academic Affairs and Student Affairs Committee Chair, Trustee Martin, to discuss the action and information items from the March 15, 2018, Academic Affairs and Student Affairs Committee meeting. Trustee Martin announced that the Academic Affairs and Student Affairs Committee met earlier that day to take actions on two items, and to receive as well as discuss three other items.

Trustee Martin shared that the Academic Affairs and Student Affairs Committee voted to recommend to the full Board: (1) the approval of the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes and (2) the approval of an Off-Campus Academic Program Site. Trustee Martin further noted that the Academic Affairs and Student Affairs Committee received a report on the SACSCOC Ten Year Reaffirmation Review in addition to reports on Academic Affairs, Student Residential Facilities, and Student Affairs, as contained in the March 15, 2018, Board meeting materials.

Trustee Martin then moved to approve the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Sekmen seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Trustee Martin then stated that the Academic Affairs and Student Affairs Committee voted to recommend to the full Board the approval of an Off-Campus Academic Program Site, as described in the March 15, 2018, Board meeting materials. Trustee Martin noted that the March 15, 2018, Board meeting materials indicate that the College of Engineering seeks to offer the Bachelor of Science in Electrical Engineering at the Nashville Electric Service (NES). Trustee Martin further acknowledged that the University currently offers an approved Bachelor of Science program in Electrical Engineering in the College of Science; however, the College of Science has initiated a program whereby NES employees may take courses at the worksite. She further noted that the Bachelor of Science program at NES maintains a cohort-based mode of program delivery.

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the University's proposed Off-Campus Academic Program Site, as contained in the March 15, 2018, Board meeting materials. Trustee McKenzie seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

E. EXECUTIVE COMMITTEE REPORT

Vice Chair Cole reported the following action and information items from the Executive Committee's March 15, 2018, meeting. Vice Chair Cole announced that the Executive Committee voted to recommend to the full Board the approval of: (1) the November 17, 2017, Executive Committee meeting minutes; (2) the adoption of the Board Executive Committee Procedures governing the President's Annual Performance Review; and (3) the approval of delegation of authority to the Executive Committee to create an Employment Contract for the President. Vice

Chair Cole further noted that the Executive Committee discussed the President's recommendation for Board appointment of the 2018-2019 Student Trustee.

Vice Chair Cole then moved to approve the November 16, 2017, Executive Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Martin seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then provided an overview of the Executive Committee's recommendation for approval of the adoption of the Executive Committee Procedures governing the President's Annual Performance Review. She informed the Board that pursuant to Board Policy 004 - Selection, Evaluation, and Retention of the President, the Board evaluates the President's job performance on an annual basis. Vice Chair Cole further noted that under Board Policy 004, the Board delegated to the Executive Committee the authority to organize and conduct an annual performance review of the President in accordance with the procedures adopted by the Executive Committee.

Vice Chair Cole commented that the Board discussed the Executive Committee Procedures governing the President's Annual Performance Review in the November 16, 2017, Board meeting, during which time Trustee Sekmen offered comments on possible modifications to the procedures. Vice Chair Cole further recalled that following the discussion, the Board voted to refer the procedures back to the Executive Committee for consideration of modifications to the Procedures. She indicated that the updated Executive Committee Procedures governing the President's Annual Performance Review were contained in the March 15, 2018, Board meeting materials.

Vice Chair Cole stated that under the revised Procedures, the Executive Committee would conduct a comprehensive review of the President's performance every five years as part of the Annual Performance Review Process. She further stated that the revised Procedures still grant the Executive Committee flexibility in soliciting confidential feedback as part of the President's Annual Performance Review.

Vice Chair Cole shared that the Executive Committee discussed the revised Annual Performance Review Procedures in its March 15, 2018, meeting and voted to recommend to the full Board the adoption of the Executive Committee Procedures governing the President's Annual Performance Review. On behalf of the Executive Committee, Vice Chair Cole moved to approve the adoption of the Executive Committee Procedures governing the President's Annual Performance Review, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then announced that the Executive Committee voted to recommend to the full Board the approval of delegation of authority to the Executive Committee to create an Employment Contract for the President. She then indicated that information regarding this action was contained in the March 15, 2018, Board meeting materials. Vice Chair Cole stated that pursuant to the Board's bylaws, the Board has the authority to prescribe the President's compensation terms and conditions of employment. Vice Chair Cole shared that the Executive Committee discussed in its March 15, 2018, meeting that the majority of university presidents throughout the country serve

their respective institutions under an employment contract according to the American Council on Education. She further noted that the list of presidents that serve their respective institutions under employment contract include university presidents in the state of Tennessee and several presidents at other Historically Black College and Universities (HBCUs).

Vice Chair Cole stated that the Employment Contract for President Glover will contain standard terms associated with university presidential contracts. She further stated that the Employment Contract developed by the Executive Committee will be presented to the full Board for approval at the June 21, 2018, meeting or a meeting held thereafter.

On behalf of the Executive Committee, Vice Chair Cole moved to approve the delegation of authority to the Executive Committee to create an Employment Contract for President Glover, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

F. APPOINTMENT OF STUDENT TRUSTEE

Vice Chair Cole recalled that in the inaugural Board meeting on April 13, 2017, the Board appointed Ms. Sydnie Davis as the Board's first student trustee based on President Glover's recommendation. Vice Chair Cole further recalled that President Glover recommended Ms. Davis after conducting a review of applications solicited by SGA from students who were interested in serving as the Student Trustee.

Vice Chair Cole highlighted that Ms. Davis has made a significant contribution to the Board in her role as Student Trustee in which she has offered a student perspective on important issues that the Board has confronted in its first year of governance. Vice Chair Cole further shared that Ms. Davis has served admirably on the Academic Affairs and Student Affairs Committee and has attended numerous Board committee meetings, actively contributing to discussion on Academic Affairs and Student Affairs action items.

Vice Chair Cole announced that with Ms. Davis' term set to expire in April 2018, the Board must appoint a student to serve as Student Trustee for the 2018-19 school year, effective April 13, 2017. Vice Chair Cole noted that the 2018-19 Student Trustee will be seated at the June 21, 2018 Board meeting. Vice Chair Cole further stated that President Glover utilized the same process as last year to select a trustee, as described above.

Vice Chair Cole shared that the Board's appointment of the new Student Trustee comes as a recommendation from President Glover. Vice Chair Cole then announced that President Glover recommended that the Board appoint Ms. Braxton Simpson to serve as the next Student Trustee. She then yielded the floor to President Glover to introduce Ms. Simpson to the Board.

President Glover stated that Ms. Simpson is a freshman honor student majoring in agribusiness in the College of Agriculture. She further noted that Ms. Simpson is a native of Marietta, Georgia, a Dean's Scholar and a member of Minorities in Agriculture, Natural Resources and Related Sciences. President Glover highlighted that Ms. Simpson has secured a multi-year paid internship

with a Fortune 200 company, Monsanto, while also maintaining a 4.0 G.P.A. President Glover further shared that Ms. Simpson is a member of the President's list, and Student Government Association, while holding the title of Ms. Freshman.

Vice Chair Cole then opened the floor for a motion to appoint Ms. Braxton Simpson to serve as the Student Trustee on the Tennessee State University Board of Trustees. Trustee Mitchell moved to appoint Braxton Simpson to serve as the Student Trustee on the Tennessee State University Board of Trustees. Trustee Martin seconded the motion. With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll and the motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole once again extended thanks to Ms. Sydnie Davis for her service as Student Trustee for the 2017-18 school year and invited a round of applause for her commitment. On behalf of the Board, Vice Chair Cole expressed appreciation for Ms. Davis' presence, input, and insight on Board matters, and her glowing example of student leadership at Tennessee State University.

IV. PRESIDENT'S REPORT

Vice Chair Cole yielded the floor to President Glover to give her report.

President Glover then provided an overview of Accreditation, Student Achievements, Faculty Achievements, and Achievements of Administrators and Staff, University Accomplishments, Campus Concerns, the Legislative Agenda, New and Proposed Facilities, and Spring 2018 Commencement.

In the area of Accreditation, President Glover offered the following information:

- Decennial report due September 15, 2019
- Reaffirmation will occur with revised standards from SASCOC
- New emphasis will be on student placement
- Meetings will be scheduled each semester to provide updates to the campus community
- Committees have already begun to meet in connection with the SASCOC reaffirmation process
- The overall SASCOC reaffirmation process is led by Dr. Alisa Mosely, Vice President of Academic Affairs
- President Glover offered the following information regarding the Quality Enhancement Plan (QEP):
 - The charge of the QEP Topic Research Committee is to coordinate the research, selection, and definition of the topic for the University's 2020-2025 QEP.
 - The committee will engage the University in a discussion of priorities to improve student learning and success, solicit and review QEP proposals, and recommend to the SASCOC leadership team a topic and prospectus appropriate as the foundation for the development of the QEP.
 - QEP is chaired by Dr. Joel Dark, Associate Dean and Professor of History. The QEP Forum was held on January 9, 2018.
- Two unit accreditation site visits for the Spring Semester 2018:

- Art & Design in March 2018 by the NASAD (National Association of Schools of Art and Design)
- Nursing in April 2018 by ACEN (Accreditation Commission for Education in Nursing); Follow up visit for BSN and MSN.

President Glover informed the Board of the following Student Achievements, Faculty Achievements, and Achievements of Administrators and Staff from the 2017- 2018 school year:

- Student Achievements:
 - 305 undergraduate students have a cumulative GPA of 4.00
 - TSU is hosting the National Forensics and Debate Competition on March 14-17. Over 1500 students from 100 universities around the country are on campus.
 - Braxton Simpson, a 4.00 first year student, received a multi-year internship with a Fortune 200 company.
 - The Honors Convocation will be held on March 20, 2018; Convocation speaker will be Malick Badjie '03.
 - Student Tiger Patrol Officers will be sworn in on March 23; this unit allows students to participate in campus safety initiatives.
 - All 9 Greek letter organizations are back on campus, and most are having intake processes
- Faculty Achievements:
 - Dr. Reginald McDonald, Associate Professor of Music and Director of Bands, has been nominated for the GRAMMY Music Educator Award
 - Dr. Tameka Winston, Interim Chair of the Department of Communications, in the Class of 2018 protégés for the Millennium Leadership Initiative Institute
 - Dr. De'Etra Young, Research Assistant Professor/Extension Services in the College of Agriculture, has been selected to participate in LEAD 21-Leadership Development for the 21st Century
 - Dr. S. Keith Hargrove, Dean of the College of Engineering, received the Ivory Dome Award at the 14th Annual Information Technology Senior Management Forum (ITSMF) for STEM Achievements
 - TSU Office of International Affairs will receive the 2018 Excellence in Diversity & Inclusion in International Education Award
- Administrators & Staff Achievements:
 - Chandra Cheeseborough-Guice, *Tigerbelle* legend and Director of Track and Field, will serve as Assistant Coach for Team USA at IAAF World Indoor Championships
 - Coach Chandra Cheeseborough-Guice, was inducted into the inaugural class for the National Track and Field High School Hall of Fame
 - Steve McCrary, Interim Director of Disability Services, was elected Chair of the National Alliance of Black School Education
 - Thomas Graham, Director of Emergency Management, was elected Co-chair of Higher Education Emergency Managers
- Alumni Achievements:
 - TSU received an anonymous alumni contribution of \$1 million to build a visitors' welcome center

- Experience TSU Recruitment Campaign has been successfully launched and is an innovative recruitment forum to attract academically talented students
- Saxophonist Jazmin Ghent was recently voted Best New Artist of 2017 by the Smooth Jazz Network
- Dwane “Key Wane” Weir II has been nominated for several GRAMMY’s; he has produced major hip hop songs with artists including Beyonce and Drake

President Glover offered the following University Achievements:

- TSU hosted the screening of the newly released documentary *Mr. Temple and the Tigerbelles*. It premiered nationally on CBS Sports Network last month
- TSU, in conjunction with THEC, hosted the screening of the HBCU documentary, *Tell Them We Are Rising*.
- TSU was selected as the most prepared institution of higher education in the area of Emergency Management
- Students in the College of Business continued the Volunteer Income Tax Assistance Program (VITA) which provides free tax preparation for the community
- The College of Agriculture conducted a Hemp workshop with over 200 participants who learned about the industry, various laws, and policies.
- A historical marker will be unveiled on our campus highlighting the military service of LT William McBryar, a Buffalo Soldier and Medal of Honor recipient

With respect to Campus Concerns, President Glover offered the following information:

- Facilities Management
 - Slow response to repairs and maintenance problems for both academic building and residence halls.
 - Significant concerns persist regarding the poor state of many of our campus facilities.
 - Facilities Management – Plan of Action:
 - Dept. of Facilities Management has been restructured; Mr. Albert Hill has assumed day-to-day responsibility for facilities matters and issues on an interim basis
 - Entered into external contracts to catch up on maintenance repairs around the campus
 - Designated building managers for each campus structure to facilitate work order being completed in a timely manner
 - Appointed an individual to be specifically responsible for maintenance of student housing. Considerable work is being done during Spring Break
 - Began an assessment of each building to better plan for ongoing maintenance issues
 - Requested and received a funding allocation for \$6.2 million for capital maintenance for academic building on campus (\$70 million needed to ensure the adequate repair and maintenance of our existing facilities)
- Enrollment
 - Enrollment declined over the past year:

- Undergraduate – From 7,007 students in 2016 to 6,756 students in 2017; a 251 student (3.58%) decrease
- Graduate – From 1,746 students in 2016 to 1,705 students in 2017; a 41 student (2.35%) decrease
- Total – From 8,753 students in 2016 to 1,705 students in 2017; a 292 student (3.33%) decrease
- Enrollment – Plan of Action:
 - The Division of Enrollment Management has been restructured; Mr. Terrence Izzard, Associate Vice President for Enrollment Management, will assume the responsibility for Recruitment and Admissions
 - The revised recruitment plan includes recruiting academically talented students throughout the state of Tennessee, and in major metropolitan markets
 - Emphasis will be on various populations, including community colleges, non-traditional students, non-returning students and veterans
 - The recruiting techniques will include online enrollment and employ internet marketing strategies such as social media, content marketing, and search engine optimization
 - Improve processing time for admissions applications
 - Increase our focus on retention and completion
- Increase enrollment in graduate school:
 - Graduate School – Plan of Action
 - The School of Graduate and Professional Studies has been restructured; Dr. Robbie Melton has been named Interim Dean, and Dr. Oscar Miller as the Interim Associate Dean
 - Must implement an advanced application processing system that expedites decision-making, and significantly reduces the application processing time
 - Ensure that information technology is appropriate to maintain this advanced processing system
 - Increase the visibility of our graduate and professional education locally, regionally, nationally, and internationally
 - Work with the campus community and other stakeholders to identify areas where graduate education could expand
- Organizational Restructuring:
 - The Division of Administration is being merged into other areas, including the Division of Academic Affairs. This transition will take place over the next few weeks.
 - Each Vice President, Dean, and Director on campus is asked to perform a review of his or her unit to ensure maximum operational efficiency

With respect to the Legislative Agenda, President Glover offered the following information:

- Funding Requests
 - \$1.5 million to fund Security Plan security initiatives
 - \$6.2 million for campus maintenance

- For the Land Grant Match – increase 1 to 1 match ratio to a 3 to 1 ratio. We receive \$6.4 million under a 1 to 1 match ratio, but we are seeking a 3 to 1 ratio on our match, which could mean up to an additional \$12.8 million
- \$10 million for the Cumberland River Development Project
- Legislation
 - Guns on campus – No current bills that would impact colleges and universities
 - FOCUS Act Clean-up Bill (HB 2123/SB 2619) – Clarified certain code sections to account for state university boards.
 - Board Conflicts of Interest (HB 1738/SB 1754) (Daniel and Gardenhire)
 - Reiterate that governing board members are prohibited from having a financial or beneficial interest in any higher education transaction
 - Excludes tuition payments, scholarships, and philanthropic gifts
 - Prohibits a governing board member from accepting or soliciting from an institution governed by the board anything of value in excess of \$250

President Glover informed the Board on the following New and Proposed Facilities:

- Construct two new residence halls
- Construct the new Alumni and Visitors Welcome Center
- Construct the new Food Sciences Building
- Construct the new Health Science Building
- Acquire real estate adjacent to the campus

With respect to Spring 2018 Commencement, President Glover offered the following information:

- Commencement speaker for Friday, May 4, 2018, is The Honorable Keisha Lance Bottoms, Mayor of the City of Atlanta
- Commencement speaker for Saturday, May 5, 2018, is Dr. Eric Thomas, a world renowned American motivational speaker

V. ADJOURNMENT

Vice Chair Cole thanked President Glover and her team for their hard work in each of the areas that she outlined. Vice Chair Cole then opened the floor for a motion for adjournment. Trustee Freeman moved to adjourn the meeting. Trustee Martin seconded the motion.

With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes / 0 Nays). Vice Chair Cole adjourned the meeting at 2:17 p.m.

**Tennessee State University
Board of Trustees**



**Approval of the
Modified Calendar
for the 2018
Board of Trustees Meetings**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the *Modified* Calendar for the 2018 Board of Trustees Meetings

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair, Board of Trustees, Joseph Walker, III

At the March 15, 2018, Board meeting, the Board approved the following meetings for the remainder of the 2018 calendar year:

Board of Trustees Meetings:

Thursday, June 21, 2018

Thursday, September 13, 2018

Thursday, November 15, 2018

The University proposes to move the September 13, 2018, meeting to September 20, 2018, to resolve scheduling conflicts.

MOTION: To approve the modified Board meeting calendar by moving the September 13, 2018, meeting to September 20, 2018.

**Tennessee State University
Board of Trustees**



**TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
AUDIT COMMITTEE MEETING AGENDA**

8:00 a.m. CST
Thursday, June 21, 2018

Tennessee State University – Main Campus
McWherter Administration Building,
President’s Conference Room
3500 John A. Merritt Blvd. Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the March 15, 2018, Audit Committee Meeting Minutes
- IV. Annual Report on the Audit Office’s Activities
- V. Discussion of the Audit Office’s Quality Assurance and Improvement Program
- VI. Approval of the Fiscal Year 2018-19 Audit Plan
- VII. Discussion of the Institutional Risk Assessment
- VIII. Executive Session Discussion of Items Deemed Confidential Under State Law

**Tennessee State University
Board of Trustees**



**Approval of the
March 15, 2018,
Audit Committee
Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Audit Committee Report - Approval of the March 15, 2018, Audit Committee Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

The document reflecting the minutes from the March 15, 2018, Audit Committee meeting is included in the June 21, 2018, Board materials.

MOTION: To approve the minutes from the Board of Trustees' March 15, 2018, Audit Committee meeting, as contained in the Board materials for the Board's June 21, 2018, meeting.

**Meeting of the Tennessee State University Board of Trustees
Audit Committee Meeting – March 15, 2018
Tennessee State University Main Campus – McWherter Administration Building,
President's Conference Room
3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Committee Members Present: Dr. Deborah Cole and Dr. Edith Peterson Mitchell (via conference call).

Other Board Members Present: Dr. Ali Sekmen.

University Staff Present: President Glenda Glover; Mr. Laurence Pendleton, University Counsel and Board Secretary; Ms. Cynthia Brooks, Vice President for Business and Finance; Dr. Curtis Johnson, Chief of Staff and Associate Vice President of Administration; and Ms. Adrian Davis, Director of Internal Audit.

Guests: Ms. Lauren Collier, Tennessee Higher Education Commission, Director of Institution and Board Affairs, and Ms. Brittany Mosley, Tennessee Higher Education, Director of HBCU Success.

I. CALL TO ORDER

Trustee Cole called the meeting to order at 8:30 a.m. After calling the meeting to order, Trustee Cole opened the meeting with a statement regarding the necessity for the Audit Committee to conduct an electronic meeting.

Trustee Cole noted that pursuant to Tennessee Code Annotated (T.C.A.), § 8-44-108 (b) (3), the Audit Committee made the determination of necessity to conduct an electronic meeting on March 15, 2018 at 8:30 a.m. as a physical quorum of the committee was not present.

Trustee Cole also stated that in accordance with T.C. A. § 8-44-108 (b) (2), the Audit Committee offered the following facts and circumstances on which the Audit Committee made the determination of necessity:

- The Audit Committee was scheduled to address important audit related matters that required the committee's timely action, including the approval of the Office of Internal Audit's Charter, the review of Completed Internal Audits, and the discussion of items deemed confidential under State law.
- One of the Audit Committee members did not attend in person due to an unforeseen flight cancellation and, as a result, the physical presence of a quorum of the Audit Committee was not practical within the period of time requiring action.

- For these reasons, the Audit Committee determined that meeting participation by a quorum of the Audit Committee members by electronic means of communication was necessary.

Trustee Cole made the motion that a necessity did exist for the meeting to proceed by electronic means. Trustee Mitchell seconded the motion. There was no discussion and Trustee Cole called for a vote. Secretary Pendleton called the roll. The motion carried unanimously.

Trustee Cole then asked President Glover to introduce the Guests and University Staff that were present. President Glover introduced everyone in attendance at the Audit Committee meeting on March 15, 2018.

II. ROLL CALL/DECLARATION OF A QUORUM

Trustee Cole asked Board Secretary Pendleton to call the roll. Secretary Pendleton called the roll, which reflected that Audit Committee member Mitchell was present via conference call. Secretary Pendleton then announced the presence of a quorum.

III. APPROVAL OF NOVEMBER 16, 2017, COMMITTEE MEETING MINUTES

Trustee Cole announced the next item on the agenda, which was the approval of the November 16, 2017, Audit Committee minutes. Trustee Mitchell moved to recommend to the full Board the approval of the November 16, 2017, Audit Committee minutes, as contained in the Board materials for the March 15, 2018, Board meeting. Trustee Mitchell seconded the motion. There was no discussion and Trustee Cole called for a vote. Secretary Pendleton called the roll. The motion carried unanimously.

IV. APPROVAL OF THE OFFICE OF INTERNAL AUDIT'S CHARTER

Trustee Cole moved to the next item on the agenda – approval of the Office of Internal Audit's Charter. Trustee Cole informed the Board that pursuant to the Audit Committee Charter, the Audit Committee is responsible for the review and approval of the Internal Audit Charter for the University's Office of Internal Audit. Trustee Cole then recognized President Glover for discussion of the agenda item. President Glover deferred to Ms. Adrian Davis, Director of Internal Audit, to provide pertinent information related to the agenda item.

Ms. Davis advised that the Audit Committee is required to follow the Institute of Internal Auditors (IAA) Standards, which states that the authority and requirements be documented in the Internal Audit's Charter. She noted that the current Charter was reviewed by the Tennessee Board of Regents when it served as the governing board for TSU.

Trustee Cole thanked Ms. Davis for the information and moved to recommend the approval of the Audit Charter, as contained in the Board materials for the March 15, 2018, Board meeting, to the full Board. Trustee Mitchell seconded the motion. There was no further discussion and Secretary Pendleton called the roll. The motion carried unanimously.

V. REVIEW OF THE COMPLETED INTERNAL AUDITS

Trustee Cole moved to the next item on the agenda, which was the review of the Completed Internal Audits. She also advised that the information regarding this agenda items was informational and no vote was required.

Trustee Cole asked President Glover to provide pertinent information on the agenda item. President Glover yielded the floor to her designee, Ms. Adrian Davis, Director of Internal Audit, to provide the pertinent information.

Ms. Davis provided a brief follow-up to the completed internal audit reports:

One of the completed reports was a follow-up report to the findings by State Audit. State law requires Internal Audit department to complete a report on the status of the implementation of the state's recommendations within six (6) months of issuance. The findings noted in the report were due to errors contained in the financial statements and notes. In addition, the financial reporting findings in TSU's Foundation Endowment for Educational Excellence were due to errors contained in the notes. Ms. Davis informed the committee that all of the items noted in the report were appropriately addressed.

An additional report was completed on the Technology Access Fee (TAF). The TAF allows students access to computer technology, but there are only certain types of expenses that are allowable with the funds. Internal Audit conducted an audit on TAF for FY 15-FY 16 to determine if the fees were allowable. The audit revealed no findings.

Trustee Cole confirmed with Director Davis that all items were addressed and there were no additional issues with respect to the information provided. Ms. Davis confirmed there were no items to address. Trustee Cole thanked President Glover and the team for the presentation of the reports.

VI. ADJOURNMENT

With no further items on the public portion of the agenda, Trustee Cole moved to adjourn the public portion of the meeting and enter into the Executive Session for discussion of items deemed confidential under state law. Trustee Mitchell seconded the motion. Trustee Cole called for a vote and the motion carried unanimously.

The Board of Trustees Audit Committee meeting adjourned at 8:43 a.m.

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Audit Committee Report – Annual Report on the Audit Office’s Activities

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

The Tennessee State University Board of Trustees Audit Committee Charter requires the Audit Committee to review the Audit Office’s annual activities with the Director of Internal Audit.

The Director of Internal Audit will discuss the Office of Internal Audit’s Year End Report for fiscal year 2018.



DEPARTMENT OF INTERNAL AUDIT

Year-End Report on
Audit Activity for the
Year Ended June 30, 2018

Adrian R. Davis, CPA, CGFM
Director of Internal Audit

Ray Trobaugh, CFE, CGFM
Assistant Director of Internal Audit

Rank	Type	Area	Audit	Audit Status	Report Date	Observations /Findings	Status of Management's Implementation of Corrective Action
Required	R	AT	NCAA Student Assistance Fund 2017	Completed	8/25/2017	No	-
Investigation	I	SS	Student Refund (18-001)	In progress	-	-	-
Required	R	FM	President's Expenses for FY 2017	Completed	11/6/2017	No	-
Consultation	C	SS	Student Financial Aid	Completed	5/18/2018	Yes	In progress
Follow-Up Review	F	FM	State Audit Follow-up for FY 2016	Completed	2/22/2018	No	-
Management R.A.	M	FM	Review Management's Risk Assessments	Completed	-	-	-
Required	R	IS	Collection & Review of Conflict of Interest Forms	Completed	-	No	-
Consultation	M	FM	Accounts Payable Travel Claim consult	Completed	-	No	-
Risk-Based	A	IT	Technology Access Fee	Completed	2/6/2018	No	-
Risk-Based	A	FM	Review of Travel Claims	In progress	6/29/2018	Yes	In progress
Project	P	IS	Quality Assessment Review - Internal	In progress	6/15/2018	Yes	In progress
Risk-Based	A	IS	Purchasing - Vendor List Review	Completed	-	No	-
Project	P	IS	Presentation on Fraud, Waste, and Abuse	Completed	-	N/A	-
Required	A	RS	Research and Sponsored Programs	Deferred	-	-	-

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

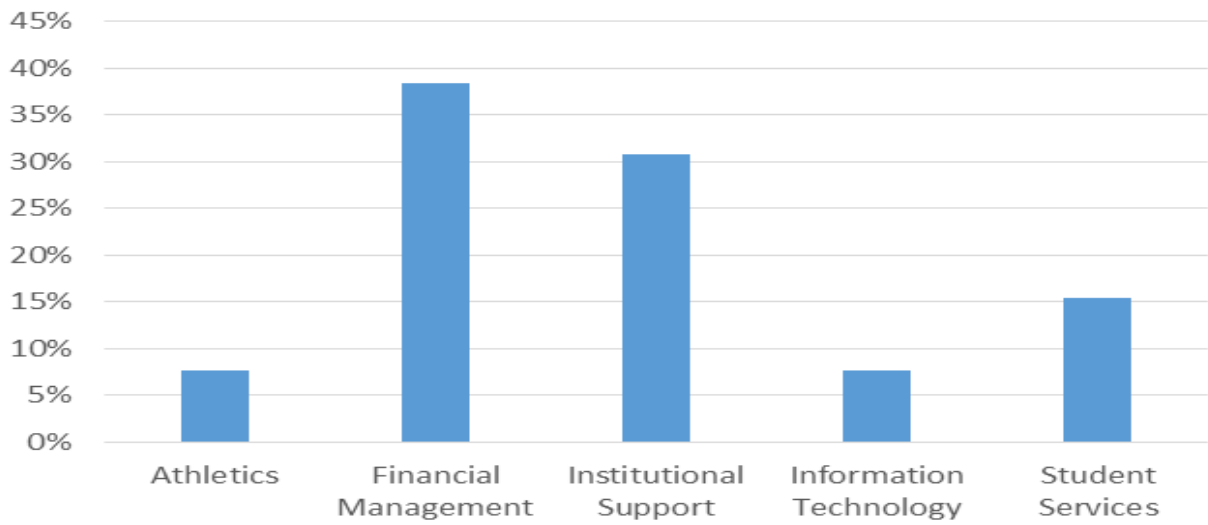
IT - Information Technology

PP - Physical Plant

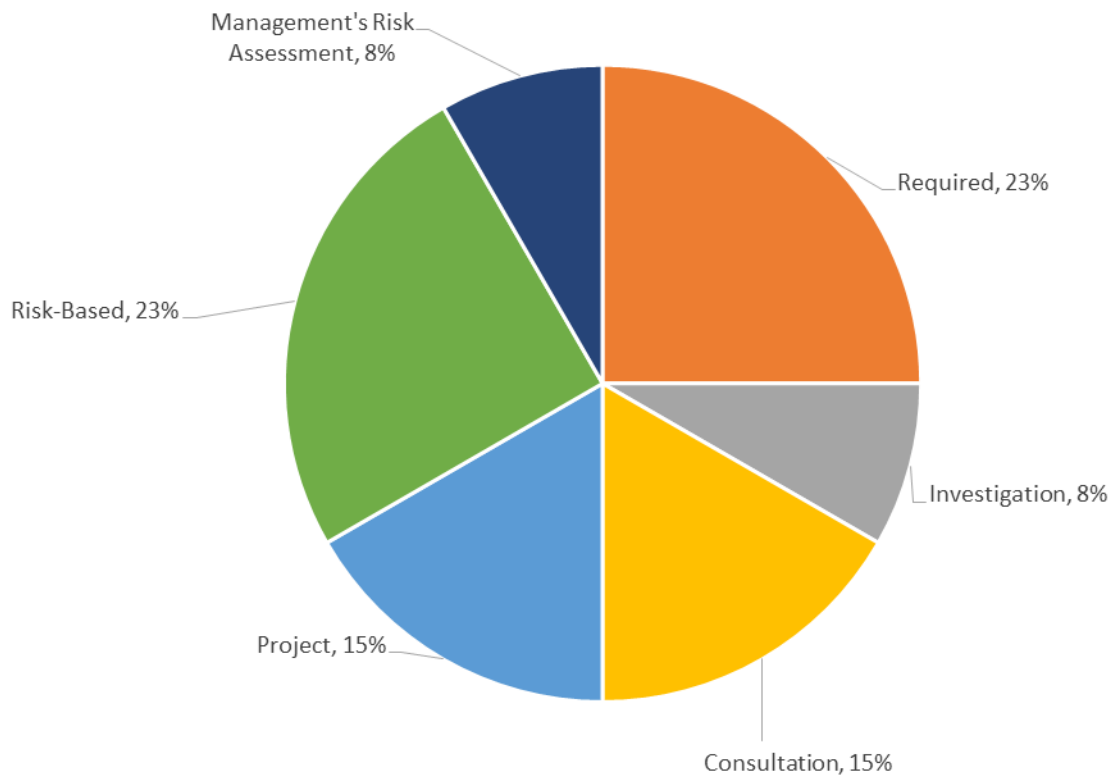
RS - Research

SS - Student Services

Audits by Functional Area



Audit Types for Fiscal Year 2018



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

DISCUSSION ITEM

DATE: June 21, 2018

ITEM: Audit Committee Report – Discussion of the Audit Office’s Quality Assurance and Improvement Program

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

The Audit Committee Charter and Standard 1300, “Requirements of the Quality Assurance and Improvement Program” of the *International Standards for the Professional Practice of Internal Auditing*, require the internal audit function to maintain a comprehensive quality assurance and improvement program (QAIP). The QAIP is designed to enable an evaluation of the internal audit activity’s conformance with the *International Standards for the Professional Practice of Internal Auditing (Standards)* and determine whether internal auditors apply The Institute of Internal Auditors (IIA) Code of Ethics.

The QAIP must include both internal and external assessments. Internal assessments consist of ongoing monitoring and periodic assessments of the office’s internal audit activities and conformance with the Standards and IIA Code of Ethics.

The Office of Internal Audit must conduct an external assessment at least once every five years by a qualified, independent assessor or assessment team from outside the organization to validate that the internal audit activity conforms with the Standards and that internal auditors apply the IIA Code of Ethics. The last external assessment report for the office was issued in August 2013.

External assessments may be accomplished through a full external assessment or a self-assessment with independent external validation. The office’s external assessment will be an independent assessment with external validation.

**Tennessee State University
Board of Trustees**



**Approval of the
Fiscal Year 2018-19
Audit Plan**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the Fiscal Year 2018-19 Audit Plan

RECOMMENDED ACTION: Approval, Roll Call Vote

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

The annual audit plan for the Department of Internal Audit was prepared using a risk-based approach as required by the *International Standards for the Professional Practice of Internal Auditing*, issued by the Institute of Internal Auditors. The audit plan covers the annual audit period ending June 30, 2019. Risk factors (e.g. internal controls, results of prior internal and external audits, results of management's risk assessment, etc.) were considered when determining the items to be included in the audit plan.

The purpose of this agenda item is to consider for approval the Annual Audit Plan for fiscal year 2018-2019.

Item Details: See the attachment that follows.

MOTION: To approve the Fiscal Year 2018-19 Audit Plan, as contained in the Board materials for the Board's June 21, 2018, meeting.

Tennessee State University
Department of Internal Audit
Annual Audit Plan
2018-2019

Tennessee State University Internal Audit Plan Fiscal Year Ending June 30, 2019						
Rank	Type	Area	Audit	Budget (Hours)	Estimated Start Date	Estimated Completion Date
Required	R	AT	NCAA Student Assistance Fund FY 2018	175	July 2018	August 2018
Project	P	IS	Quality Assessment Review- External	150	June 2018	August 2018
Risk-Based	A	RS	Research and Sponsored Programs	350	July 2018	September 2018
Required	R	FM	President's Expenses FY 2018	125	September 2018	October 2018
Follow-up Review	F	FM	State Audit Follow-up for FY 2017	225	October 2018	December 2018
Risk Assessment	M	FM	Review Management's Risk Assessments	50	November 2018	December 2018
Required	R	IS	Review of Conflict of Interest Forms	150	January 2019	February 2019
Project	P	IS	Quality Assessment Review-Internal	100	February 2019	March 2019
Investigation	I	IS	Unscheduled Audits/Projects/Investigations	240	TBD	
Consultation	C	IS	Unscheduled General Consultations	125	TBD	
Risk-Based	A	SS	University Scholarships	225	March 2019	May 2019
Follow-up Review	F	IT	Follow-up review on prior IT audit	150	March 2019	May 2019
Risk-Based	A	AX	Equipment Inventory	275	May 2019	June 2019
Required	R	FM	Cash Counts	15	June 2019	June 2019
			Total	2355		
Estimate-Hours Available For Audits = 2355 hours						
Audit Types:			Functional Areas:			
R - Required			AD - Advancement			
A - Risk-Based (Assessed)			AT - Athletics			
S - Special Request			AX - Auxiliary			
I - Investigation			FM - Financial Management			
M - Management's Risk Assessment			IA - Instruction & Academic Support			
C - Consultation			IS - Institutional Support			
F - Follow-up Review			IT - Information Technology			
			PP - Physical Plant			
			RS - Research			
			SS - Student Services			

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

DISCUSSION ITEM

DATE: June 21, 2018

ITEM: Audit Committee Report – Discussion of the Institutional Risk Assessment

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

To document compliance with TCA 9-18-101, known as the *Financial Integrity Act*, management of the university must annually perform an institutional assessment of risk. The objectives of the annual management risk assessment are to provide reasonable assurance of the following:

- (1) Accountability for meeting program objectives;
- (2) Promoting operational efficiency and effectiveness;
- (3) Improving reliability of financial statements;
- (4) Strengthening compliance with laws, regulations, rules, and contracts and grant agreements; and
- (5) Reducing the risk of financial or other asset losses due to fraud, waste, and abuse.

The Audit Committee reviewed the institutional risk assessment, in accordance with its charge under the approved Audit Committee Charter, during the executive session of the Audit Committee meeting held on March 15, 2018.

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

DISCUSSION ITEM

DATE: June 21, 2018

ITEM: Audit Committee Report – Executive Session. Discussion of
Items Deemed Confidential under State Law

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Audit Committee, Trustee Deborah Cole

**Tennessee State University
Board of Trustees**



TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
FINANCE AND BUDGET COMMITTEE MEETING AGENDA

9 a.m. CST
Thursday, June 21, 2018

Tennessee State University – Main Campus
McWherter Administration Building,
President's Conference Room
3500 John A. Merritt Blvd. Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the November 16, 2017, Finance and Budget Committee Meeting Minutes
- IV. Approval of Fiscal Year 2018-19 Tuition and Mandatory Fees
- V. Approval of Institutional Budgets
- VI. Approval of the Institution's Fiscal Year 2018-19 Compensation Plan
- VII. Report on Composite Financial Index
- VIII. Approval of Capital Construction Plan
- IX. Authorization to Execute Notice of Intent to Sever from the Tennessee Board of Regents on
Capital Management
- X. Report on the Institution's Severance from the Tennessee Board of Regents on Procurement
- XI. Report on the Institution's new Capital Campaign
- XII. Report on the Institution's Holiday Schedule

**Tennessee State University
Board of Trustees**

The seal of Tennessee State University is a circular emblem. The outer ring contains the text "TENNESSEE STATE UNIVERSITY" at the top and "NASHVILLE" at the bottom, separated by two small dots. Inside this ring is a shield featuring a torch with a flame at the top. Below the shield is a banner with the word "WORK". The words "THINK" and "SERVE" are also visible on either side of the banner.

**Approval of the
November 16, 2017,
Finance and Budget
Committee
Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the November 16, 2017, Finance and Budget Committee Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

The document reflecting the minutes from the November 16, 2017, Finance and Budget Committee meeting is included in the June 21, 2018, Board materials.

MOTION: To approve the minutes from the Board of Trustees' November 16, 2017, Budget and Finance Committee meeting, as contained in the Board materials for the Board's June 21, 2018, meeting.

**Meeting of the Tennessee State University Board of Trustees
Finance and Budget Committee – November 16, 2017
Tennessee State University – Main Campus – McWhorter Administration Building,
President’s Conference Room
3500 John A. Merritt Blvd., Nashville, Tennessee 37209**

MINUTES

Committee Members Present: Stephen Corbeil and William Freeman

Other Board Members Present: Joseph W. Walker, III, Deborah Cole, Edith Peterson Mitchell, Obie McKenzie, and Ali Sekmen.

University Staff Present: President Glenda Glover; Mr. Laurence Pendleton, University Counsel and Board Secretary; Ms. Cynthia Brooks, Vice President for Business and Finance; Dr. Curtis Johnson, Chief of Staff and Associate Vice President of Administration; Mr. Viron Lynch, Assistant Vice President of Facilities Management; and Dr. Lesia Crumpton-Young, Vice President of Research and Sponsored Programs.

I. CALL TO ORDER

Finance and Budget Committee Chair, Trustee Corbeil, called the meeting to order at 9:18 a.m.

II. ROLL CALL/DECLARATION OF A QUORUM

Trustee Corbeil asked Board Secretary Pendleton to call the roll. Secretary Pendleton called the roll, which reflected that Committee members Corbeil and Freeman were present. Secretary Pendleton then announced the presence of a quorum.

III APPROVAL OF AUGUST 17, 2017, COMMITTEE MEETING MINUTES

Trustee Corbeil announced the next item on the agenda, which was the approval of the August 17, 2017, Finance and Budget Committee meeting minutes. Trustee Corbeil stated that the Committee meeting minutes were included in the November 16, 2017, Board materials for review. Trustee Corbeil then opened the floor for a motion for the Committee to recommend to the full Board the approval of the August 17, 2017, Finance and Budget Committee meeting minutes. Trustee Lewis moved for approval. Trustee Freeman seconded the motion. With no further discussion, Trustee Corbeil called for a vote and the motion carried unanimously.

IV. APPROVAL OF INSTITUTIONAL REVISED BUDGET

Trustee Corbeil introduced the next item on the agenda – the approval of the Institutional Revised Budget. Trustee Corbeil stated that the Institutional Revised Budget information was included in the November 16, 2017, Board materials for review. Trustee Corbeil recognized President Glover to provide pertinent information related to the agenda item. President Glover introduced Ms. Cynthia Brooks, Vice President for Business and Finance, to provide information regarding this agenda item.

Vice President Brooks stated that under TSU's Budget and Control Policy, the budget for each fiscal year is known as the proposed budget and is prepared in the spring of each year. She further noted that the budget is based on the level of State funds recommended in the Governor's proposed Budget Control as well as early estimates or factors, such as enrollment growth, research activity and the availability of federal funds.

Trustee Corbeil thanked Ms. Brooks and President Glover for the presentation.

Trustee Corbeil moved to recommend to the full Board the approval of the Institutional Revised Budget, as contained in the Board's November 16, 2017, board meeting materials. Trustee Freeman seconded the motion. Trustee Corbeil called for a vote and the motion carried unanimously.

V. DISCUSSION OF THEC FUNDING FORMULA

Trustee Corbeil moved to the next item on the agenda – discussion of the THEC Funding Formula. He also stated that the information regarding the agenda was included in the November 16, 2017, board materials. Trustee Corbeil recognized President Glover again to provide background information related to the agenda item. President Glover yielded the floor to Vice President Cynthia Brooks.

Vice President Brooks walked the Committee through the Board materials; she noted that the information provided in the board materials are intended to provide insight, answer questions, and obtain the board's feedback on the THEC outcomes-based funding formula. Vice President Brooks also shared information regarding the Complete College Tennessee Act (2010) requirements as it relates to Tennessee public community colleges and universities. She also noted that the funding was based on outcomes such as student progression and completion. The Outcome-based formula model data definitions and the metrics used, which reflect institutional priorities and mission was discussed. Ms. Brooks also advised that that funding is based on a three-year average.

Trustee Corbeil thanked President Glover and Vice President Brooks for the presentation.

VI. AUTHORIZATION TO EXECUTE NOTICE OF INTENT TO SEVER FROM TENNESSEE BOARD OF REGENTS ON PROCUREMENT

Trustee Corbeil moved to the next item on the agenda –the authorization to Execute Notice of Intent to Sever from the Tennessee Board of Regents on Procurement. Trustee Corbeil stated that the information regarding the agenda item were included in the board materials for the November 16, 2017, Board meeting. Trustee Corbeil recognized President Glover to provide pertinent information related to the agenda item. President Glover yielded the floor to Vice President Cynthia Brooks.

Vice President Brooks stated that per the FOCUS Act, Tennessee State University, and the other former TBR universities, may sever from the Tennessee Board of Regents for the purpose of procurement beginning on December 1, 2017, or any time thereafter, pending the approval of the Tennessee Higher Education Commission (THEC).

VP Brooks noted that on September 11, 2017, THEC provided an overview of the general conditions necessary for independence on procurement, including understanding all reporting requirements, mandated interactions with Fiscal Review, and continued participation in current master contracts.

She also informed the committee that TSU would like to sever procurement effective July 1, 2018 and Tennessee State University is required to inform THEC, in writing, six months prior of its intent to sever from TBR. The “Intent to Sever” form must be signed by the Chairman of the Board, or the President, with proper Board authorization.

Trustee Corbeil thanked President Glover, for the presentation. Trustee Corbeil moved to recommend to the full Board the authorization of the President to Execute Notice of Intent to Sever from the Tennessee Board of Regents, effective July 1, 2018, on the procurement function. Trustee Freeman moved for approval. Trustee Freeman seconded the motion. The motion carried unanimously.

VII. REPORT ON EXTERNAL FUNDING

Trustee Corbeil introduced the next item on the agenda – Report on External Funding. Trustee Corbeil then recognized President Glover to discuss this agenda item. President Glover asked Vice President Brooks and Vice President Crumpton-Young to provide background information on the agenda item.

Vice President Brooks review the external funding data with the committee. Trustee Sekmen inquired about the indirect cost section. President Glover and Vice President Crumpton-Young discussed the indirect cost and faculty research. The committee continued the discussion regarding faculty research, incentives and the positive relationships faculty has with the administration.

VIII. ADJOURNMENT

There being no further discussion, Trustee Corbeil moved to adjourn the meeting. Trustee Freeman seconded the motion. Trustee Corbeil called for a vote and the motion carried unanimously.

The Board of Trustees Finance and Budget Committee meeting adjourned at 10:09 a.m.

**Tennessee State University
Board of Trustees**



**Approval of the
Fiscal Year 2018-19
Tuition and
Mandatory Fees**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the Fiscal Year 2018-19
Tuition and Mandatory Fees

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

The purpose of this agenda item is to request approval for the proposed FY2018-2019 new mandatory fees.

Background Information: Board Guideline B-060 (*Fees, Charges, Refunds, and Fee Adjustments*) requires the approval of the Board for all mandatory institutional fees and charges, unless specific exceptions are provided. Fees that are *non*-mandatory (i.e., not assessed to all students), may be approved by the President. Mandatory fee recommendations may be presented to the Board one time per year for: (1) *maintenance* fees and out-of-state tuition and (2) all *other* mandatory fees.

“*Maintenance*” is a fee assessed to students based on the number of credit hours for which they are registered and is commonly thought of as tuition, although for fee purposes “tuition” is separately defined and assessed as a premium paid by out-of-state students. “*Other*” represents various other fees related to student activities, athletics, specialized courses, certain services, etc. Maintenance/tuition recommendations will generally be considered at the regular June meeting of the Board. All other mandatory fees may be presented at the regular March meeting of the Board. If changes to both sets of fees are presented at the same board meeting, it will be the June meeting, when the annual operating budget is also considered.

Pursuant to the FOCUS Act, fee increase ranges are established by the Tennessee Higher Education Commission. For FY2018-19, THEC set the range for maintenance plus other mandatory fees, excluding out-of-state tuition, at 0% to 3%. TSU is proposing an increase of 2.98% for its tuition and mandatory fees.

The President of the university is responsible for the enforcement and collection of all fees and charges. Fees and charges that specifically do not require Board approval must receive formal approval by the President or a designee.

Proposed Implementation Date: Fall Term 2018

Item Details: See attachment.

MOTION: To approve the Fiscal Year 2018-19 Tuition and Mandatory Fees, as contained in the Board materials for the Board's June 21, 2018, meeting.

TENNESSEE STATE UNIVERSITY
Fee Increase/Change Request
FY 2018-2019

<u>Name of Fee</u>	<u>Current Amount</u>	<u>Proposed Amount</u>	<u>Justification</u>	<u>Additional Revenue Generated</u>	<u>Comments</u>	<u>Responsible Department</u>
Maintenance and Tuition						
Maintenance Fee	3,363/semester	3,450/semester	Proposed 2.59% fee increase	1,479,000	Based on FTE of 8,500 at 15 credit hours; 267 per credit hour (add'l \$53/credit hr after 13 hrs)	
Tuition	6,678/semester	6,678/semester	No increase proposed	-	No increase	
Academic Affairs						
Engineering Differential Fee	35/course	40/course	Increase in instructional and faculty development costs	56,000		Dean/College of Engineering
Early Learning Center (Toddler)	-	170/wk	Add new age to program	12,000		College of Agr/Early Learning
Early Learning Center (Other Ages)	125/wk	140/wk	Increase in operating costs (food, supplies, etc)	11,000		College of Agr/Early Learning
Early Learning Ctr Application Fee	5	25	Increase in processing costs due to adding new age group	1,000		College of Agr/Early Learning
International Student Services Fee	30	100	Increase in costs used to support efficiency in immigration enrollment	77,000		International Student Services
Speech Pathology & Audiology Fee	-	20	Increase in operating costs (supplies, etc)	18,000	Clinic Lab Fee	College of Health Sciences
Student Affairs						
Student Government Assoc Fee	4/semester	9/semester	To increase programming and other student activities	50,000	Restricted Funds; Students voted to increase the fee	Student Activities
Student Activity Fee	70/semester	75/semester	To expand student activities, which presents need for Greek Coordinator	78,000		Student Activities
Administration						
Athletics	160	179	Increase in travel costs and support for under-funded scholarships	325,000		Athletics
Total E&G Projected Revenue from Fee Increase				<u>\$ 2,107,000</u>		

NOTE: Mandatory fee increases will be capped at 3% for FY 2018-19; TSU 2.98%

TENNESSEE STATE UNIVERSITY
Fee Increase/Change Request
FY 2018-2019

Auxiliaries

Traditional Residence Halls:

Boyd Hall

Single Occupancy	3,460	3,598	To fund major improvements/maint	25,440	4% increase	Residence Life
Double Occupancy	1,830	1,903		13,440		Residence Life
Triple Occupancy	1,225	1,274		9,120		Residence Life

Eppse Hall

Single Occupancy	3,460	3,598	To fund major improvements/maint	20,990	4% increase	Residence Life
Double Occupancy	1,830	1,903		11,100		Residence Life
Triple Occupancy	1,225	1,274		7,430		Residence Life

Watson Hall

Single Occupancy	3,460	3,598	To fund major improvements/maint	21,760	4% increase	Residence Life
Double Occupancy	1,830	1,903		11,500		Residence Life
Triple Occupancy	1,225	1,274		7,700		Residence Life

Wilson Hall

Single Occupancy	3,460	3,598	To fund major improvements/maint	39,600	4% increase	Residence Life
Double Occupancy	1,830	1,903		20,900		Residence Life
Triple Occupancy	1,225	1,274		14,000		Residence Life

Suite Style Halls:

Rudolph Hall

Double Occupancy	1,945	2,023	To fund major improvements/maint	37,900	4% increase	Residence Life
Triple Occupancy	1,275	1,326		25,250		Residence Life

Hale Hall

Double Occupancy	1,945	2,023	To fund major improvements/maint	27,800	4% increase	Residence Life
Triple Occupancy	1,275	1,326		18,520		Residence Life

Apartments:

Ford	3,025	3,146	To fund major improvements/maint	104,800	4% increase	Residence Life
New Residence Complex	3,025	3,146		74,100		Residence Life

TENNESSEE STATE UNIVERSITY
Fee Increase/Change Request
FY 2018-2019

Food Services:

Fall and Spring

7 day w/300 DB	1,920	2,000
5 day w/400 DB	1,920	2,000
150 block w/300 DB	1,310	1,375
100 block w/300 DB	1,000	1,050
50 block w/300 DB	690	730

Auxiliaries/Food Services
 Auxiliaries/Food Services
 Auxiliaries/Food Services
 Auxiliaries/Food Services
 Auxiliaries/Food Services

Summer

150 block w/300 DB	1,150	1,200
100 block w/300 DB	950	1,000
50 block w/300 DB	650	680

Auxiliaries/Food Services
 Auxiliaries/Food Services
 Auxiliaries/Food Services

420,600

4% increase

Total Aux projected revenue from fee increase

\$ 911,950

**Tennessee State University
Board of Trustees**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of Institutional Budgets

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

Under the TSU (formerly the TBR) budgeting process, the University translates its budgeting plans into an itemized, authorized, and systematic plan of operation, expressed in dollars, for a given period. This policy also recognizes that a budget is a plan and that circumstances may necessitate revisions or changes to the original plan from time to time. In view of this, the University submits detailed budgets for approval three times for each fiscal year.

Under the Budget Control policy, the original budget for each fiscal year is known as the *Proposed Budget* and is prepared in the spring of each year. This budget is based on the level of state funds recommended in the Governor's proposed budget, as well as early estimates of factors such as enrollment growth, research activities, and availability of federal funds. The *Proposed Budget* is normally submitted to the Board for approval at the Summer Board meeting. The *October Revised Budget* is prepared in the fall of each year and is normally submitted to the Board for approval at the Winter Board meeting.

The final budget submitted for each fiscal year is the *Estimated Budget*. It includes final adjustments to the current year budget and is the budget against which final year-end actual amounts are compared. It is prepared, submitted, and considered by the Board at the same time as the *Proposed Budget* for the upcoming fiscal year.

Pursuant to the FOCUS Act, the Board's Bylaws and Delegation of Authority to the President Policy, and TSU policy, the Board must approve institutional budgets.

The purpose of this agenda item is to consider for approval both the *Estimated Budget* for Fiscal Year 2017-18 and the *Proposed Budget* for Fiscal Year 2018-19.

The materials related to the Estimated Budget and the Proposed Budget are included in your board materials, attached hereto.

MOTION: To approve Tennessee State University's Estimated Budget for Fiscal Year 2017-18 and the Proposed Budget for Fiscal Year 2018-19 in their entirety, as contained in the Board materials for the Board's June 21, 2018, meeting.

TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Estimated Budget 2017-18	July Budget 2018-19
Allocation for Encumbrances	5,076,800	3,100,000
Allocation for Working Capital	2,910,000	2,124,000
Special Allocations	6,168,300	5,520,600
Unallocated Balance	(1,737,200)	-
Unrestricted Beginning Fund Balances	<u>12,417,900</u>	<u>10,744,600</u>
<u>Revenues</u>		
Education and General	128,091,200	132,692,400
Auxiliary Services	27,075,900	27,099,800
Total Unrestricted Revenues	<u>155,167,100</u>	<u>159,792,200</u>
<u>Expenditures and Transfers</u>		
<i>Education and General Expenditures</i>	134,958,100	130,529,100
Mandatory Transfers	1,580,900	1,440,900
Non-Mandatory Transfers	(6,774,500)	-
Total E&G Expenditures and Transfers	<u>129,764,500</u>	<u>131,970,000</u>
<u>Auxiliaries</u>		
Auxiliary Services	24,419,000	24,228,400
Mandatory Aux Transfers for Principal & Interest	1,708,800	1,783,200
Non-Mandatory Aux Transfers	948,100	1,088,200
Total Auxiliary Services Expenditures and Transfers	<u>27,075,900</u>	<u>27,099,800</u>
Total Unrestricted Expenditures And Transfers	<u>156,840,400</u>	<u>159,069,800</u>
Total Ending Current Fund Balances	<u>10,744,600</u>	<u>11,467,000</u>

TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
REVENUES
JULY BUDGET 2018-19

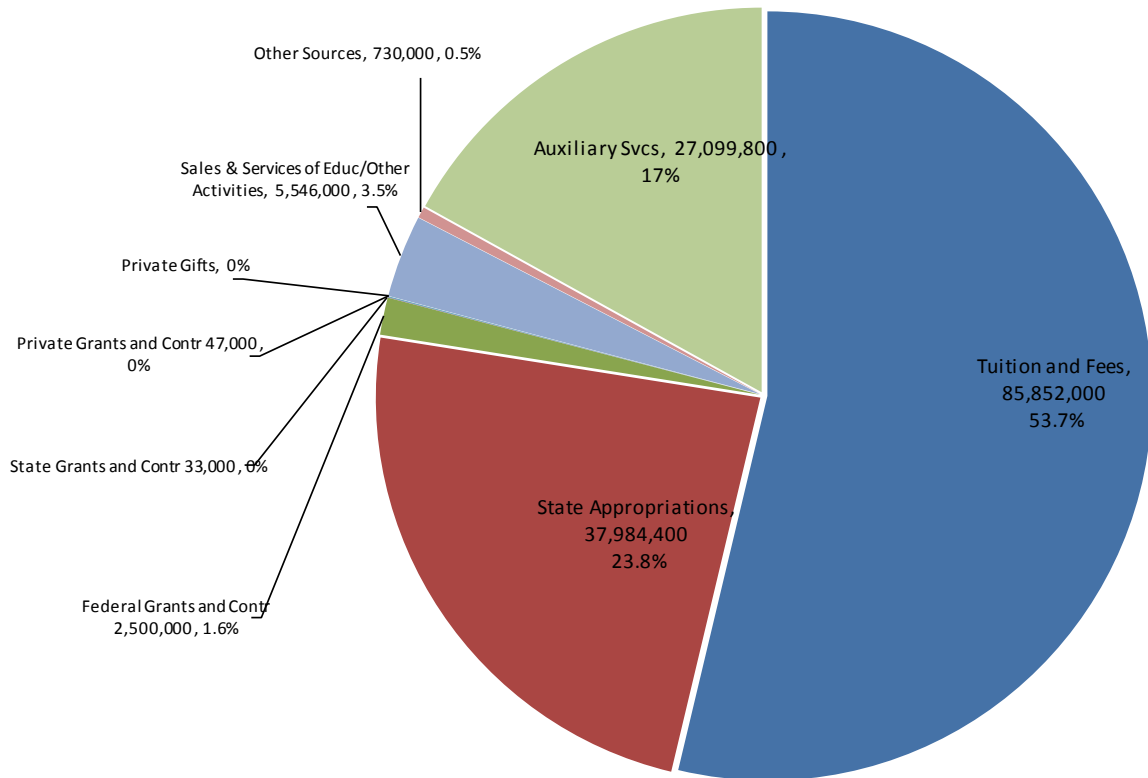
	Estimated Budget 2017-18	July Budget 2018-19
Unrestricted Beginning Fund Balances	12,417,900	10,744,600
 <u>Revenues</u>		
<i>Education and General</i>		
Tuition and Fees	83,223,000	85,852,000
State Appropriations	35,731,200	37,984,400
Federal Grants and Contracts	2,500,000	2,500,000
State Grants and Contracts	33,000	33,000
Private Grants and Contracts	47,000	47,000
Private Gifts	-	-
Sales & Services of Educ/Other Activities	5,827,000	5,546,000
Other Sources	730,000	730,000
Total Education and General	<u>128,091,200</u>	<u>132,692,400</u>
 <i>Auxiliaries</i>		
Total Sales/Services of Auxiliary Services	<u>27,075,900</u>	<u>27,099,800</u>
 Grand Total Revenues	<u><u>155,167,100</u></u>	<u><u>159,792,200</u></u>

TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
EXPENDITURES AND TRANSFERS
JULY BUDGET 2018-19

<u>Expenditures and Transfers</u>	<u>Estimated Budget 2017-18</u>	<u>July Budget 2018-19</u>
<i>Education and General</i>		
Instruction	63,483,400	60,078,700
Research	2,925,400	2,579,400
Public Service	1,725,100	1,441,000
Academic Support	10,715,400	11,180,100
Student Services	17,183,100	17,467,900
Institutional Support	13,021,100	12,651,500
Operation & Maintenance of Plant	16,099,500	16,448,300
Scholarships & Fellowships	9,805,100	8,682,200
Total E&G Expenditures	<u>134,958,100</u>	<u>130,529,100</u>
Mandatory Transfers	1,580,900	1,440,900
Non-Mandatory Transfers	(6,774,500)	-
Total E&G Expenditures and Transfers	<u>129,764,500</u>	<u>131,970,000</u>
<i>Auxiliaries</i>		
Auxiliary Services Expenditures	24,419,000	24,228,400
Mandatory Transfers for Principal & Interest	1,708,800	1,783,200
Non-Mandatory Transfers for:		
Tranfers to Unexpended Plant Fund	14,100	108,200
Transfers to Renewal & Replacements	934,000	980,000
Total Auxiliary Enterprises Expenditures and Transfers	<u>27,075,900</u>	<u>27,099,800</u>
Grand Total Unrestricted Expenditures And Transfers	<u>156,840,400</u>	<u>159,069,800</u>
Total Ending Current Fund Balances	<u>10,744,600</u>	<u>11,467,000</u>

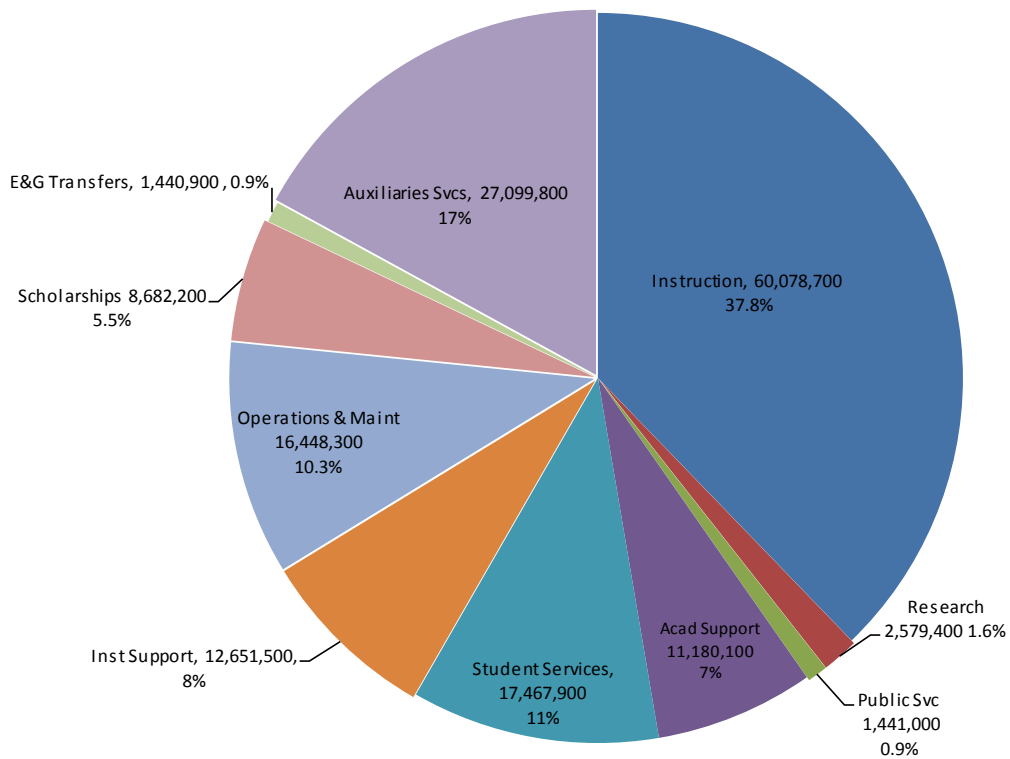
**TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19**

<i>Education and General Revenues</i>	FY 2018-19 JULY	
Tuition and Fees	85,852,000	53.7%
State Appropriations	37,984,400	23.8%
Federal Grants and Contracts - F&A Recovery	2,500,000	1.6%
State Grants and Contracts - F&A Recovery	33,000	0.0%
Private Grants and Contracts - F&A Recovery	47,000	0.0%
Private Gifts	-	0.0%
Sales & Services of Educ/Other Activities	5,546,000	3.5%
Other Sources	730,000	0.5%
Auxiliary Services	27,099,800	17.0%
	<u>159,792,200</u>	<u>100.0%</u>



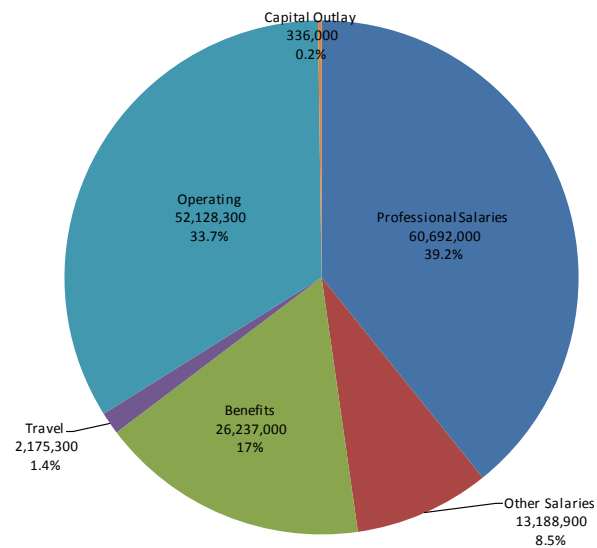
**TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19**

<i>Education and General Expenditures & Transfers</i>	JULY PROPOSED 2018-19	
Instruction	60,078,700	37.8%
Research	2,579,400	1.6%
Public Service	1,441,000	0.9%
Academic Support	11,180,100	7.0%
Student Services	17,467,900	11.0%
Institutional Support	12,651,500	8.0%
Operation & Maintenance of Plant	16,448,300	10.3%
Scholarships & Fellowships	8,682,200	5.5%
E&G Transfers	1,440,900	0.9%
Auxiliaries Expenditures and Transfers	27,099,800	17.0%
Total Expenditures	159,069,800	100.0%



**TENNESSEE STATE UNIVERSITY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19**

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	Total E & G
UNRESTRICTED EXPENDITURES								
EDUCATION AND GENERAL								
Instruction	35,537,200	1,631,500	13,258,700	731,600	8,919,700	-	60,078,700	38.8%
Research	1,106,100	34,200	399,100	18,500	1,021,500	-	2,579,400	1.7%
Public Service	929,000	66,200	348,300	6,400	91,100	-	1,441,000	0.9%
Academic Support	5,015,300	1,259,200	2,196,100	22,300	2,431,200	256,000	11,180,100	7.2%
Student Services	7,639,700	1,392,900	3,161,400	1,261,600	4,012,300	-	17,467,900	11.3%
Institutional Support	6,593,700	1,542,600	2,976,700	110,800	1,427,700	-	12,651,500	8.2%
Oper & Maint of Plant	2,314,700	5,156,200	2,614,800	11,600	6,351,000	-	16,448,300	10.6%
Scholarships & Fellow	-	-	-	-	8,682,200	-	8,682,200	5.6%
Total Educational and General	59,135,700	11,082,800	24,955,100	2,162,800	32,936,700	256,000	130,529,100	
Auxiliary Enterprises	1,556,300	2,106,100	1,281,900	12,500	19,191,600	80,000	24,228,400	15.7%
Total Unrestricted	60,692,000	13,188,900	26,237,000	2,175,300	52,128,300	336,000	154,757,500	100.0%
	39.2%	8.5%	17.0%	1.4%	33.7%	0.2%	100.0%	

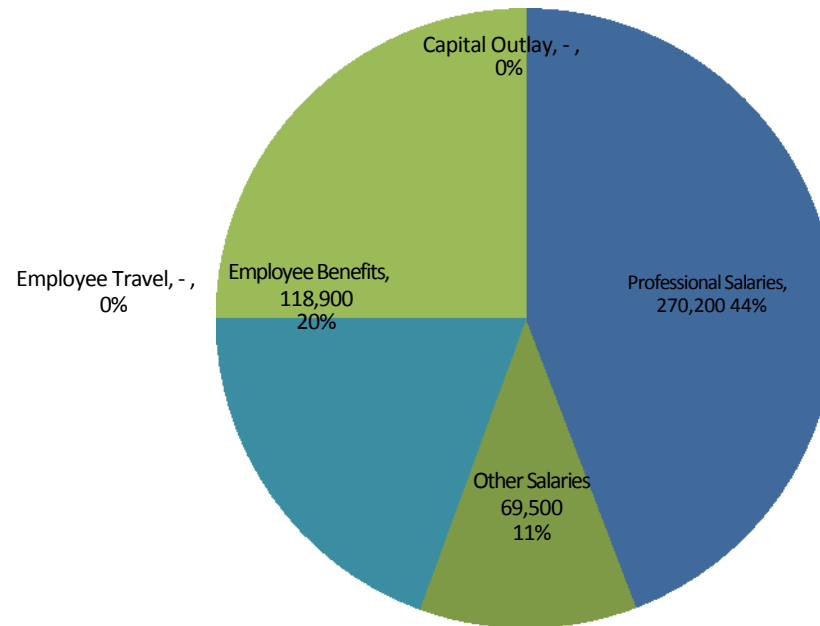


TSU MCMINNVILLE CENTER
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Estimated Budget 2017-18	July Budget 2018-19
Allocation for Encumbrances	68,800	69,200
Allocation for Working Capital	40,000	40,000
Special Allocations	17,800	18,200
Unallocated Balance	605,900	-
Unrestricted Beginning Fund Balances	732,500	127,400
<i><u>Revenues</u></i>		
McMinnville Appropriations	608,200	619,000
Total Revenues	608,200	619,000
<i><u>Expenditures and Transfers</u></i>		
McMinnville Expenditures	1,213,300	611,300
Mandatory Transfers	-	-
Non-Mandatory Transfers	-	-
Total Expenditures and Transfers	1,213,300	611,300
Unrestricted Current Fund Balances at End of Period		
Allocation for Encumbrances	69,200	70,300
Allocation for Working Capital	40,000	40,000
Special Allocations	18,200	24,800
Unallocated Balance	-	-
Total Ending Fund Balances	127,400	135,100

TSU MCMINNVILLE CENTER
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total E & G
UNRESTRICTED EXPENDITURES TSU MCMINNVILLE CENTER								
Research	270,200	69,500	118,900	-	152,700	-	611,300	100%
Total McMinnville Expenditures	270,200	69,500	118,900	-	152,700	-	611,300	
	44%	11%	19%	0%	25%	0%	100%	

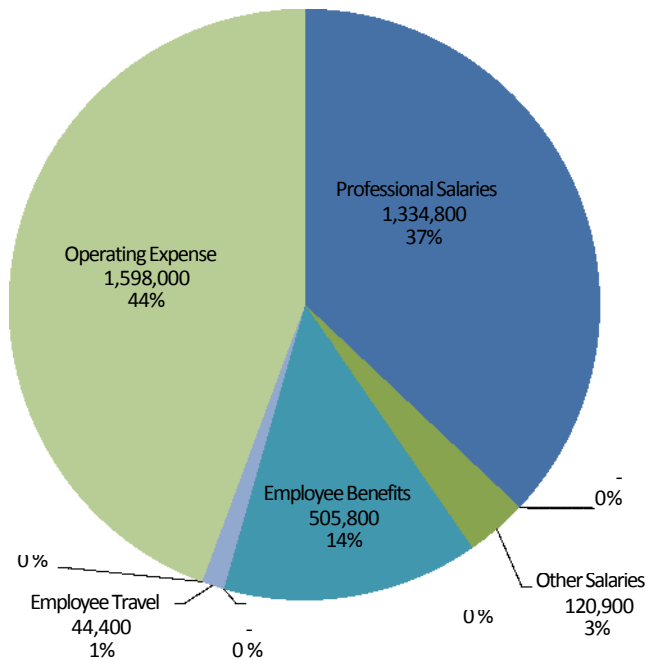


TSU AGRICULTURAL AND ENVIRONMENTAL RESEARCH
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Estimated Budget 2017-18	July Budget 2018-19
Allocation for Encumbrances	314,000	317,300
Allocation for Working Capital	100,000	100,000
Special Allocations	103,700	106,300
Unallocated Balance	1,891,100	-
Unrestricted Beginning Fund Balances	2,408,800	523,600
<u>Revenues</u>		
Agr and Envir Research Appropriations	3,541,700	3,607,200
Total Revenues	3,541,700	3,607,200
<u>Expenditures and Transfers</u>		
Agr and Envir Research Expenditures Research	5,426,900	3,603,900
Mandatory Transfers	-	-
Non-Mandatory Transfers	-	-
Total Expenditures and Transfers	5,426,900	3,603,900
Allocation for Encumbrances	317,300	318,700
Allocation for Working Capital	100,000	100,000
Special Allocations	106,300	108,200
Unallocated Balance	-	-
Total Ending Fund Balances	523,600	526,900

TSU AGRICULTURAL AND ENVIRONMENTAL RESEARCH
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total E &
UNRESTRICTED EXPENDITURES AGR & ENVIR RESEARCH								
Research	1,334,800	120,900	505,800	44,400	1,598,000	-	3,603,900	100%
Total Unrestricted	1,334,800	120,900	505,800	44,400	1,598,000	-	3,603,900	
	37%	3%	14%	1%	44%	0%	100%	

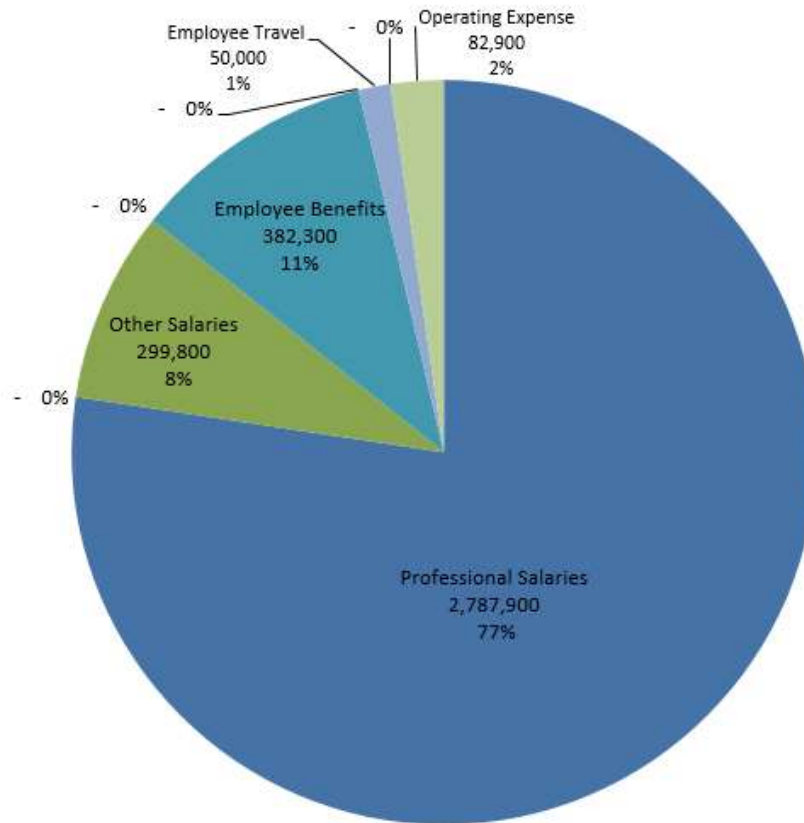


**TSU COOPERATIVE EXTENSION
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19**

	Estimated Budget 2017-18	July Budget 2018-19
Allocation for Encumbrances	305,400	307,300
Allocation for Working Capital	150,000	150,000
Special Allocations	99,600	107,100
Unallocated Balance	3,416,500	-
Unrestricted Beginning Fund Balances	3,971,500	564,400
Revenues	-	-
Co-Op Extension State Appropriations	3,510,100	3,605,100
Total Revenues	3,510,100	3,605,100
Expenditures and Transfers	-	-
Co-Op Extension Expenditures	-	-
Public Service	6,917,200	3,602,900
Mandatory Transfers	-	-
Non-Mandatory Transfers	-	-
Total Expenditures and Transfers	6,917,200	3,602,900
Allocation for Encumbrances	307,300	308,400
Allocation for Working Capital	150,000	150,000
Special Allocations	107,100	108,200
Unallocated Balance	-	-
Total Ending Fund Balances	564,400	566,600

TSU COOPERATIVE EXTENSION
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

UNRESTRICTED EXPENDITURES CO-OP EXTENSION	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expenses	Capital Outlay	Total	% of Total E&G
Public Service	2,787,900	299,800	382,300	50,000	82,900	-	3,602,900	100%
Total Unrestricted	2,787,900	299,800	382,300	50,000	82,900	-	3,602,900	
	77%	8%	11%	1%	2%		100%	

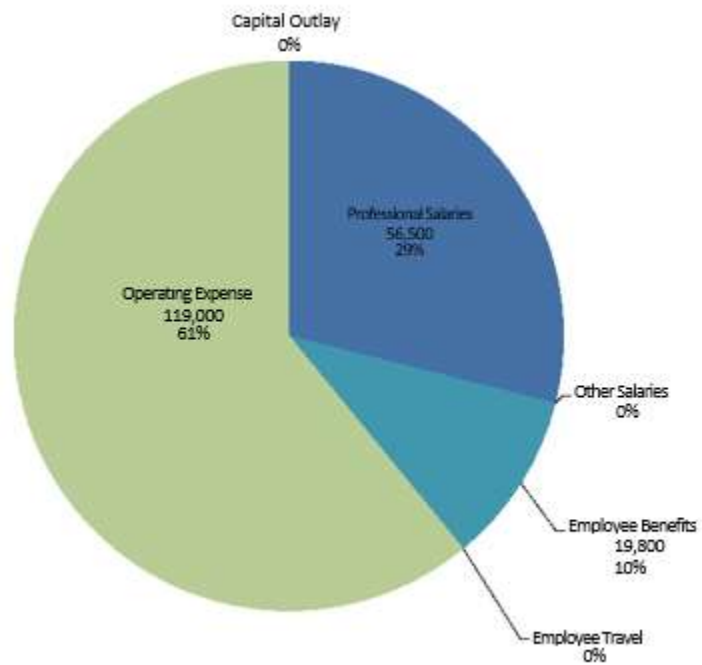


TSU FORESTRY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Estimated Budget 2017-18	July Budget 2018-19
Allocation for Encumbrances	8,200	8,300
Special Allocations	5,700	6,300
Unallocated Balance	660,400	-
Unrestricted Beginning Fund Balances	674,300	14,600
<u>Revenues</u>		
Forestry State Appropriations	193,300	196,100
Total Revenues	193,300	196,100
<u>Expenditures and Transfers</u>		
Forestry Expenditures Research	853,000	195,300
Mandatory Transfers	-	-
Non-Mandatory Transfers	-	-
Total Expenditures and Transfers	853,000	195,300
Unrestricted Current Fund Balances at End of Period		
Allocation for Encumbrances	8,300	9,000
Special Allocations	6,300	6,400
Unallocated Balance	-	-
Total Unrestricted Current Fund Balances	14,600	15,400

TSU FORESTRY
SUMMARY OF UNRESTRICTED CURRENT FUNDS
JULY BUDGET 2018-19

	Professional Salaries	Other Salaries	Employee Benefits	Travel	Operating Expense	Capital Outlay	Total	% OF Total
UNRESTRICTED EXPENDITURES FORESTRY								
Research	56,500	-	19,800	-	119,000	-	195,300	100%
Total Unrestricted	56,500	-	19,800	-	119,000	-	195,300	
	29%	0%	10%	0%	61%	0%	100%	



Tennessee State University

Board of Trustees

The seal of Tennessee State University is a circular emblem. It features a central shield with a book and a torch. Above the shield is a sunburst. The words "TENNESSEE STATE UNIVERSITY" are arched across the top, and "NASHVILLE" is arched across the bottom. A banner at the bottom of the shield reads "THINK WORK SERVE".

**Approval of the
Institution's Fiscal
Year 2018-19
Compensation Plan**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the Institution's
Fiscal Year 2018-19 Compensation Plan

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

The purpose of this agenda item is to consider approval of the University's compensation plan for Fiscal Year 2018-2019.

TSU Policy (formerly TBR Guideline) P-043 (*Compensation Guideline*) sets a University goal of providing all employees with compensation consistent with market, subject to satisfactory job performance and budget availability. The following strategies, in any combination, may be used to distribute a pool of funds designated for compensation adjustments:

- Compensation Plan: The University may provide salary adjustments: (1) consistent with its Board-approved plan; and/or (2) that address changes in market salaries as prescribed in the plan, if the plan has already been fully funded; and/or (3) that address specific equity issues and reclassifications consistent with the plan.
- Cost of Living Adjustment (COLA): The University may provide a COLA and may establish a minimum payment.
- Faculty Promotion: The University may fund faculty promotions consistent with its approved compensation plan.
- One-Time Payment: The University may provide one-time payments up to \$1,000.
- Merit Increases: The University may provide an increase based on the job performance of employees.

- Funding Additional Positions: The University may create new positions based on institutional needs.
- Other: The University may adjust the pay scales of various groups, such as adjuncts, graduate assistants, etc.

The salary pool for Fiscal Year 2018-2019 is 2.5%, consistent with the total allocated for regular State of Tennessee employees. No additional amount or percentage is proposed. Unless otherwise provided, these increases do not apply to adjunct faculty, temporary employees, graduate assistants, student workers, or employees on terminal leave status. Eligible employees are classified as “regular” or “post-retirement service,” unless a distribution includes those in the above-referenced “other” category. All eligible employees on the payroll prior to the proposed implementation dates below are eligible for these increases, regardless of the funding source (i.e., unrestricted, restricted, E&G, or auxiliary) or effort percent (although some categories may be prorated for employees on a part-time status).

Pursuant to the FOCUS Act, the Board’s Bylaws and Delegation of Authority to the President Policy, and TSU policy, the Board must approve institutional compensation plans.

Proposed Implementation Dates: July 1, 2018, for staff and twelve-month faculty; September 1, 2018, for nine-month faculty; and the date of return to employment for employees on modified ten-month contracts.

MOTION: To approve the Institution’s Fiscal Year 2018-19 Compensation Plan, as contained in the Board materials for the Board’s June 21, 2018, meeting.

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

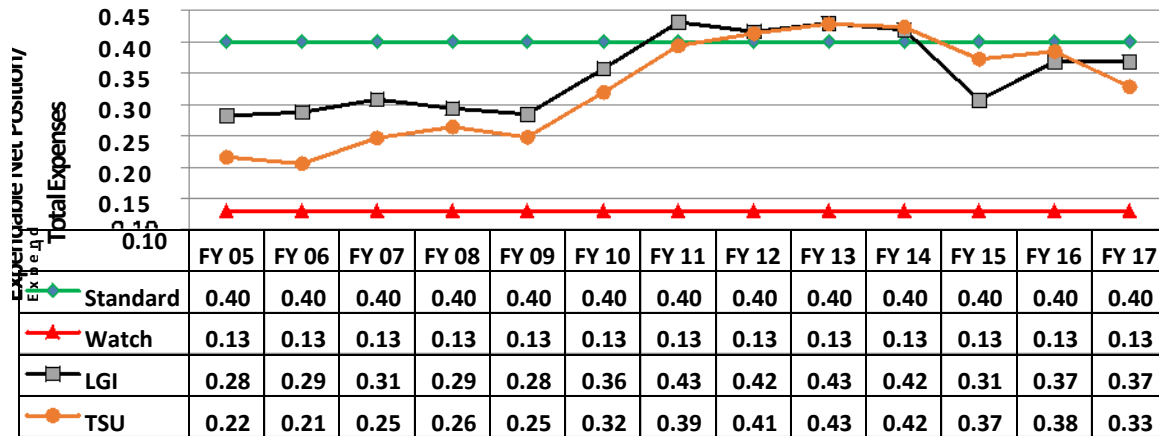
ITEM: Finance and Budget Committee Report on Composite
Financial Index

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Stephen
Corbeil

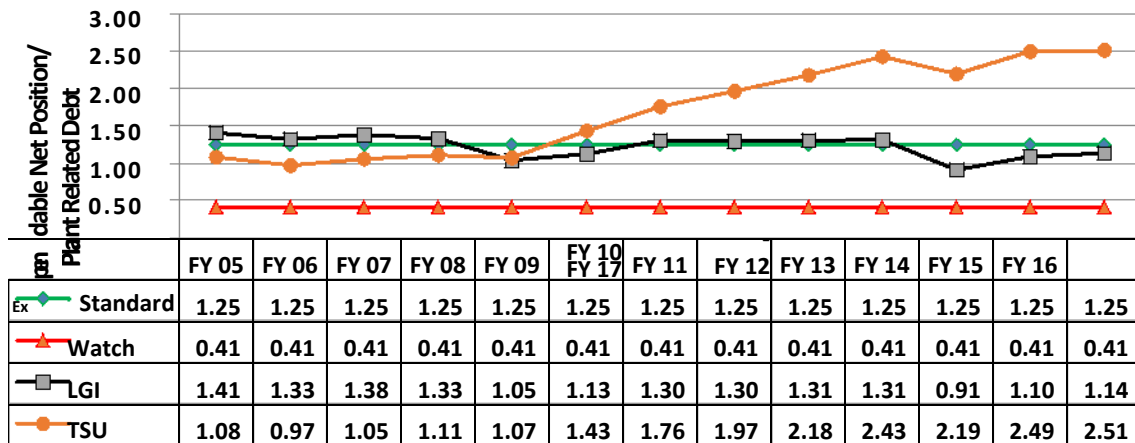
Primary Reserve Ratio

Sufficiency and Flexibility of Resources



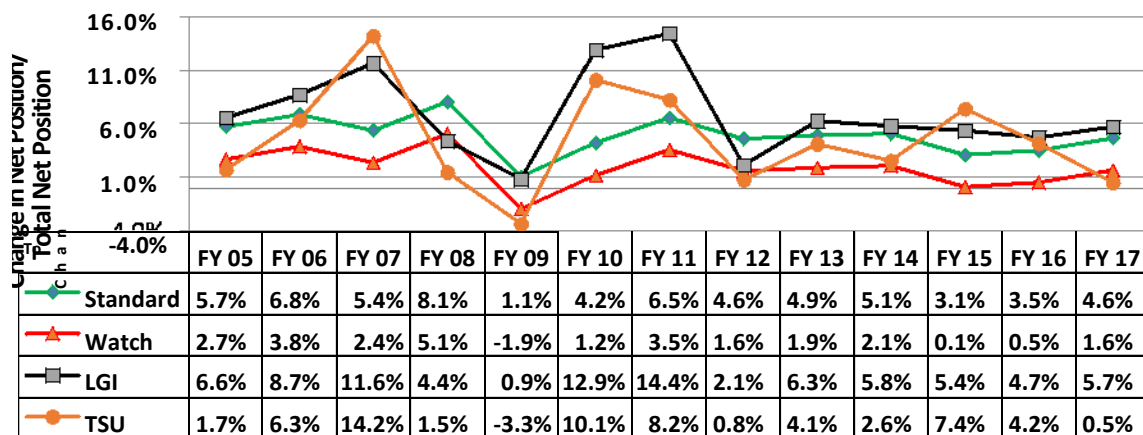
Viability Ratio

Capacity to Repay Debt through Reserves



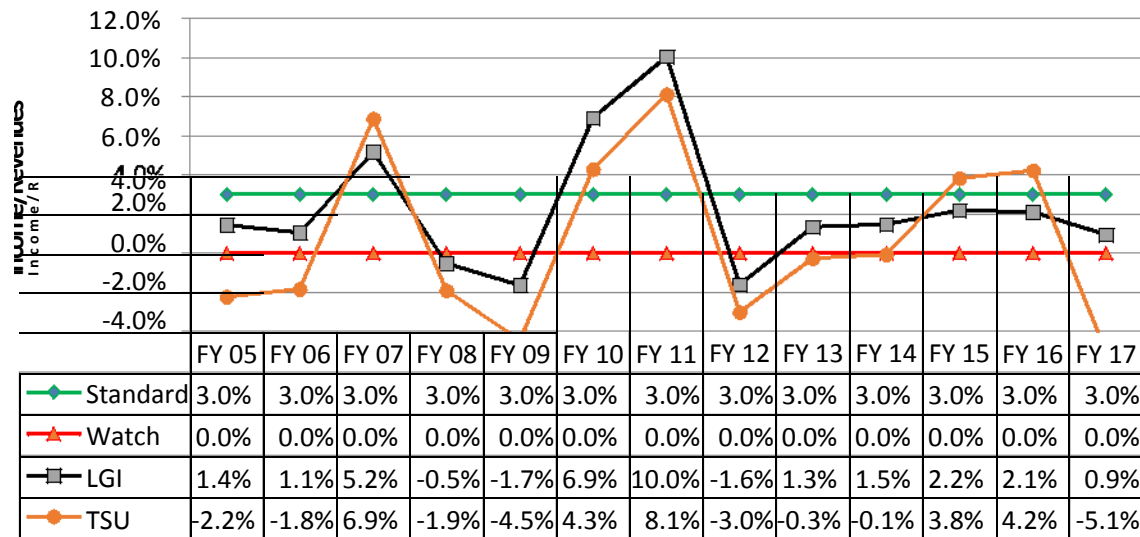
Return on Net Assets Ratio

Position Better Off this Year Than Last

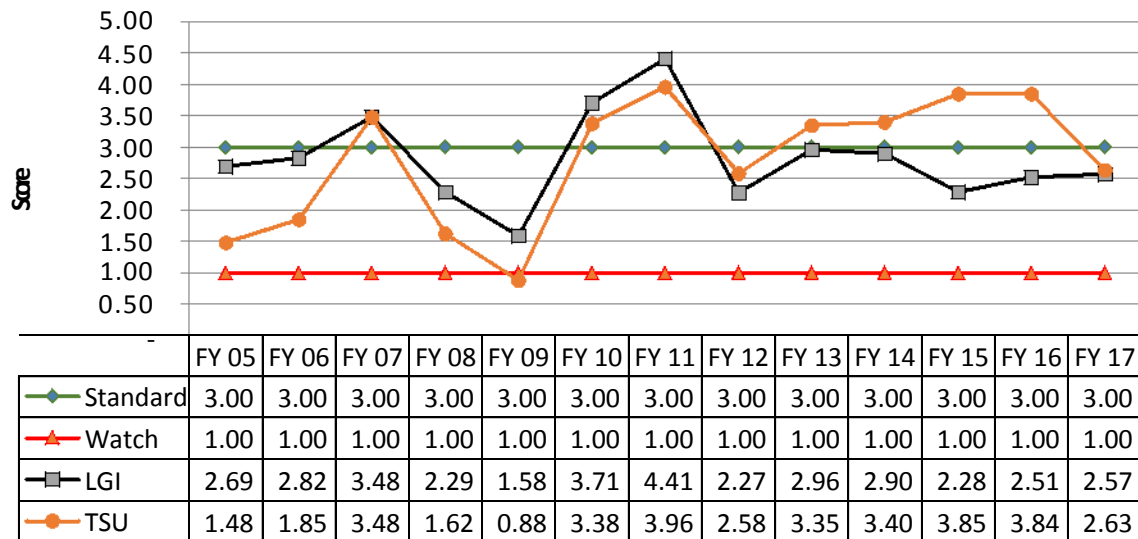


Net Operating Revenues Ratio

Living Within Available Resources



Composite Financial Index



**Tennessee State University
Board of Trustees**



**Approval of the
Institution's Capital
Construction Plan**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the Institution's Capital Construction Plan

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Finance and Budget Committee, Trustee Stephen Corbeil

The purpose of this agenda item is to consider for approval the Capital Outlay, Maintenance, and Disclosed funding requests (Capital Construction Plan), which, if approved by the Board, will be submitted to THEC staff by July 16, 2018, for their presentation to the THEC at its November 7, 2018, meeting.

Outlay Request

Each governing board will submit a request to THEC for capital outlay projects. The Commission makes recommendations to fund projects based on a prioritization process/rubric that incorporates criteria detailed in the attachment. (For additional information, please see page 49.)

Maintenance Request

Each governing board is allocated a proportion of the total higher education capital maintenance request based on a formula. Each governing board will submit a capital budget request that contains the capital maintenance projects to be requested for each of the four planning years through FY2022-23. (For additional information, please see page 50.)

Disclosed Request

Each governing board must submit a list of all anticipated capital projects to be funded from sources other than state appropriations, such as institutional funds, auxiliary funds, and reallocation of existing capital funds, Tennessee State School Bond Authority funds, or gift funds, for FY2018-19. All construction or erections of new buildings or structures in excess of \$100,000 must be disclosed to THEC. All major maintenance projects, which are defined by State Building Commission policy 2.01.A.2. as "the repair or renovation of any building or structure or any portion thereof," in excess of \$500,000, must be disclosed to THEC. (For additional information, please see page 51.)

MOTION: To approve the Capital Construction Plan, as contained in the Board materials for the Board's June 21, 2018, meeting.

TENNESSEE STATE UNIVERSITY

Capital Maintenance Request: FY2019-20

Capital Maintenance Out-Years: FY 2019-20 through 2023-24

Fiscal Year	Priority	Project	Project Cost	Project Description
2019-20	1	Safety Upgrade Phase II	\$ 200,000	Campus/Tunnel Roofs/Mechanical Rooms
2019-20	2	Several Building Fire Alarm Upgrades II	\$ 500,000	Fire Alarm Upgrades (Elliott, Jackson)
2019-20	3	Several Building Electrical Upgrades Phase II	\$ 650,000	Upgrade Electrical Components (Humphries, CARP) Incubation Center, PAC, Davis Humanities (Poag Auditorium),
2019-20	4	Roofs Replacement/Repairs	\$ 500,000	Jackson Hall
2020-21	5	Power Plant Equipment and Lighting Upgrades/replacement	\$ 1,600,000	Increase capacity of plant
2019-20	6	Boswell Replace Doors	\$ 200,000	Replace fire doors
2019-20	7	Several Building HVAC Upgrades	\$ 1,500,000	Clay, Ferrell Westbrook, McWherter, FPCC
2019-20	8	Goodwill Manor building envelope and HVAC	\$ 200,000	Repair building envelope. Replace HVAC
2019-20	9	Harned Hall building envelope	\$ 200,000	Tuck point, windows, doors
2019-20	10	Elliott Hall Building Envelope and interiors	\$ 350,000	HVAC, LED Lighting, Water Intrusion
2019-20	11	Landscape Improvements Phase II	\$ 200,000	McWherter Circle and irrigation
2019-20	12	McMinnville NCRS Improvements	\$ 100,000	Interiors Upgrades/barns and storage facilities
Total Project Cost			\$ 6,200,000	
2020-21	1	Power Plant Stack Demolition	\$ 100,000	Demolition of old stack
2020-22	2	Several Building Fire Alarm Upgrades III	\$ 500,000	Fire detection and suppression upgrades
2020-23	3	Several Building Electrical Upgrades Phase III	\$ 500,000	Replace medium voltage switches and transformers
2020-21	4	Interior/Exterior Lighting upgrades to LED	\$ 500,000	Repairs / LED / Campus-Wide
2020-21	6	LRC building envelope and water intrusion mitigation	\$ 200,000	Elevator pit water intrusion
2020-21	7	Incubation Center roof	\$ 500,000	Replace Roof
2020-21	8	Road repairs	\$ 250,000	37th Avenue resurface road
2020-21	9	Campus Safety Upgrade Phase III	\$ 200,000	Keying / Locking Systems Upgrades
2020-21	10	Indoor practice field turf replacement	\$ 500,000	Replace turf
2020-21	12	Landscape Improvements Phase III	\$ 300,000	Irrigation improvements
2020-21	13	Gentry Center HVAC Upgrades	\$ 1,500,000	HVAC Upgrades
2020-21	14	Operations Building HVAC Upgrades	\$ 500,000	HVAC Upgrades
2020-21	15	Kean Hall	\$ 100,000	Foundation Leak Repair
2020-21	16	Brown-Daniel Library	\$ 200,000	Bathrooms Upgrades
2020-21	17	Queen Washington HVAC Upgrades	\$ 350,000	HVAC Upgrades
Total Project Cost			\$ 6,200,000	
2021-22	1	Safety Upgrade Phase IV	\$ 200,000	Tunnel/Roofs/Mechanical Rooms
2021-22	2	Several Building Fire Alarm Upgrades IVI	\$ 500,000	Fire Alarm Upgrades
2021-22	3	Several Building Electrical Upgrades Phase IV	\$ 550,000	Upgrade Electrical Components and Arc Flash
2021-22	4	Landscape Improvements Phase IV	\$ 200,000	Irrigation improvements and Welton Plaza renovation
2021-22	5	Power Plant Boiler Replacement	\$ 2,000,000	Replace boiler

2021-22	6	Gentry Center Roof Replacement	\$	1,000,000 Replace roof
2021-22	7	Gentry Center Lighting Upgrades	\$	1,000,000 Upgrade light to LED
2021-22	8	MCWherter MEP Upgrades	\$	750,000 HVAC, Electrical, Plumbing Upgrades
Total Project Cost			\$	6,200,000
2022-23	1	Safety Upgrade Phase V	\$	200,000 Tunnel/Roofs/Mechanical Rooms
2022-23	2	Several Building Fire Alarm Upgrades V	\$	500,000 Fire Alarm Upgrades
2022-23	3	Several Building Electrical Upgrades Phase V	\$	550,000 Upgrade Electrical Components
2022-23	4	Landscape Improvements Phase V	\$	200,000 Irrigation improvements and Welton Plaza renovation
2022-23	5	Several Building Roof Replacement	\$	1,500,000 Replace roofs
2022-23	6	Several Building Envelope and Glazing Upgrades	\$	1,500,000 Replace window and tuck point brick etc.
2022-23	7	Road and Parking Lot Upgrades	\$	1,000,000 Resurface Roads and Parking Lots
2022-23	8	Storm Sewer Improvements	\$	200,000 Storm Sewer improvements
2022-23	9	Queen Washington HVAC upgrades	\$	150,000 HVAC Improvements
2022-23	10	Kean Hall MEP Upgrades	\$	400,000 MEP Upgrades
Total Project Cost			\$	6,200,000
2023-24	1	Several Building Electrical Upgrades Phase VI	\$	500,000 Upgrade Electrical Components and Arc Flash
2023-24	2	General Services Building window and interiors upgrades	\$	250,000 Windows / Interiors upgrades
2023-24	3	Motor Pool lighting and electrical upgrades	\$	250,000 Interiors / Electrical Repairs
2023-24	4	Road resurfacing campus wide	\$	500,000
2023-24	5	Several Building Roof Replacement	\$	700,000
2023-24	6	Torrence Engineering building envelope	\$	950,000 Replace Cal-Wall System
2023-24	7	Hankal Hall water building envelope and intrusion mitigation	\$	200,000 Elevator pit water intrusion
2023-24	8	Campus wide Landscape Improvements	\$	200,000 Hardscape and irrigation
2023-24	9	Love SSC HVAC upgrades	\$	150,000 Steam Exchanger / Chase Repairs
2023-24	10	Lawson Hall Bathroom Upgrades	\$	250,000 Bathrooms Upgrades
2023-24	11	Clay Roof and building envelope	\$	500,000
2023-24	12	Avon HVAC Improvements	\$	750,000
2023-24	13	Hankal Hall	\$	200,000 Replace Windows
2023-24	14	Outdoor Basketball	\$	150,000 Student User Repairs / Upgrades
2023-24	15	Wellness Center	\$	200,000 Athletic Floor / Electrical upgrades
2023-24	16	Crouch Hall	\$	100,000 Bathrooms Upgrades
2023-24	17	Holland Hall	\$	100,000 Bathrooms Upgrades
2023-24	18	hazardous materials abatement phase I	\$	250,000 Asbestos abatement
Total Project Cost			\$	6,200,000

TENNESSEE STATE UNIVERSITY
FY2019-20 CAPITAL DISCLOSURE SUBMISSION

Project Name	Project Disclosure Year	Funding Source	Project Cost
NEW DISCLOSURES:			
Alumni House and Welcome Center	2018-19*	Gifts and Partnership	\$ 2,000,000
Agriculture Food Science Research Facility	2019-20**	Federal Grants (i.e., USDA)	\$10,000,000
Housing Upgrades and Repair	2019-20	Plant Funds – Auxiliary (Housing Fees)	<u>\$ 2,000,000</u> \$14,000,000

NOTES:

* The Alumni House and Welcome Center project was submitted off-cycle (i.e., in the current fiscal year as a late disclosure for FY2018-19) after receipt of a gift.

**The Agriculture project will be disclosed in two phases:

1. A Master Plan Amendment (to add this new facility and its programming)
2. A “late disclosure” submission of the project to THEC after the Master Plan Amendment is approved by the State Building Commission

PREVIOUS DISCLOSURES (for information only):

Agriculture Facilities Improvements	2017-18	Federal Grants (i.e., USDA)	\$ 3,500,000
Cumberland City Development	2017-18	TSSBA (Student Fees) and Fed. Grants	\$120,000,000
Food Service Facilities Improvements	2017-18	Contractor Funds	\$ 3,500,000
Gateway Entrance	2017-18	Plant Funds - Non-Auxiliary	\$ 225,000
Hale Stadium Modernization Phase I	2017-18	TSSBA (Student Fees) and Gifts	\$ 5,109,000
New Student Housing	2017-18	TSSBA (Housing Fees)	\$ 75,500,000
Research Administration Facility	2017-18	Plant Funds - Non-Auxiliary	\$ 430,000
Road and Parking Improvements	2017-18	Plant Funds - Auxiliary	\$ 1,450,000

**Tennessee State University
Board of Trustees**



**Report on the Institution's
Severance from the
Tennessee Board of Regents
on Capital Management**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on Institution's Severance from the Tennessee Board of Regents on Capital Management

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

Background Information

Under the FOCUS Act, effective April 13, 2017, the six locally governed institutions (LGIs) that were formerly a part of the Tennessee Board of Regents severed from that system in all areas except three: (1) procurement; (2) capital project planning and management; and (3) data systems.

TSU Facilities staff members have been participating in the capital management severance training offered by THEC, and the institution had initially planned to request authority for the President to execute an *Intent to Sever* form authorizing TSU to sever from the TAR approximately February or March of 2019. However, with the recent vacancies in key capital project related positions at TSU, including the Director of Capital Initiatives and the Vice President for Business and Finance, the institution has determined that it is prudent to defer this action.

The capital management severance process, including the petition, capacity demonstration, and evaluation phases will take approximately ten months. The other five LGIs will sever by July 1, 2018, but THEC has emphasized there is no pressure or requirement for Tennessee State University to do so. The University anticipates that it will request Board approval to proceed with capital severance in approximately a year, after the institution has filled the relevant positions on a permanent basis.

Please also note that no LGI has commenced the process of severing from TBR in the area of data systems, as each LGI is awaiting THEC's instructions to execute this process.

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on the Institution's Severance from the
Tennessee Board of Regents on Procurement

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

Background Information

Under the FOCUS Act, effective April 13, 2017, the six locally governed institutions (LGIs) that were formerly a part of the Tennessee Board of Regents severed from that system in all areas except three: (1) procurement; (2) capital project planning and management; and (3) data systems.

The Tennessee State University Board of Trustees granted the institution authority to sever from the TBR on procurement, effective July 1, 2018. The University's Procurement and University Counsel offices worked diligently to meet all THEC requirements and conditions for independence. THEC approved TSU's severance from the TBR at THEC's May 17, 2018, meeting. The severance is effective July 1, 2018.

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on the Institution's new Capital Campaign

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

Information regarding this agenda item is contained in your June 21, 2018, Board materials.

The Comprehensive Campaign for Tennessee State University

What is the TSU Comprehensive Campaign?

A comprehensive fundraising campaign is a fundraising effort implemented over a 5-7 year span by the Tennessee State University Foundation that counts all funds received from private sources. The campaign focuses on four key priorities that are critical to advancing the entire university: funding for student scholarships, endowed chairs and professorships, new facilities, and student programming.

What is the goal for the Comprehensive Campaign at TSU?

The overall goal of the Comprehensive Campaign for Tennessee State University is to raise \$50 million.

What are the four phases of a comprehensive campaign?

1. Silent Phase – The start of the campaign, during which time relationships are developed with donors and initial donations are secured.
 2. Public Phase – The phase of the campaign during which the funds raised have reached 50% -70% of the fundraising goal, and the campaign marketing goes public.
 3. Wrap up Phase –The phase of the campaign where fundraising has reached 90% of the goal.
 4. Completion– When the campaign goal is met and the announcement has been made that the Campaign is completed.
-

What is the timeline for the Comprehensive Campaign at TSU?

We began the silent phase of the campaign in 2018 and aim to conclude the campaign by 2023.

What are the comprehensive campaign priorities?

All priorities support the university's vision to make Tennessee State University a premier land-grant university for the 21st century. As noted above, there are four strategic priorities: funding for student scholarships, endowed chairs and professorships, new facilities, and student programming.

1. **Scholarships** – Our goal is to attract and retain exceptional students and enhance TSU's affordability, accessibility, and inclusivity. This is the number one priority for the University. The goal for scholarships is **\$20 million**.

2. **Endowed Chairs and Distinguished Professorships** – Tennessee State University must attract the very best faculty who develop new knowledge, collaborate across disciplines, and inspire national student research. The goal for Endowed Chairs and Professorships is **\$10 million**.
3. **Student Engagement** – Our third goal is to support distinctive academic and campus-life programs that embrace TSU's rich history and culture provide opportunities for professional and personal growth for our students. The goal for student enhancements is **\$5 million**.
4. **Facility Enhancements** – Our final goal is to implement new facility enhancements at TSU including the construction of new health sciences and engineering buildings and upgrades to several existing residential halls. The goal for new and improved facilities is **\$15 million**.

While the TSU Foundation Board, which operates as the primary fundraising entity in support of the University, will lead the Comprehensive Campaign fundraising effort, the University is calling on the entire University community, including the Board of Trustees, faculty, staff, and alumni, to help ensure we achieve the Comprehensive Campaign goals.

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on the Institution's Holiday Schedule

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Finance and Budget Committee, Trustee
Stephen Corbeil

In accordance with TSU Policy 5:01:01:10, *Holidays*, the University observes the following seven holidays per year:

- (1) New Year's Day,
- (2) Martin Luther King, Jr. Day,
- (3) Memorial Day,
- (4) Independence Day,
- (5) Labor Day,
- (6) Thanksgiving Day, and
- (7) Christmas Day.

In accordance with TSU Policy 5:01:01:11, *Days of Administrative Closing*, an additional six administrative closing days shall be designated as time off from work with pay for regular full-time and part-time employees.

PROPOSED HOLIDAY SCHEDULES*

PROPOSED 2019

New Year's Day	Monday, January 1, 2019
Martin Luther King Day	Monday, January 21, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Thanksgiving Day	Thursday, November 28, 2019
Administrative Closing	Friday, November 29, 2019
Administrative Closing	Tuesday, December 24, 2019
Christmas Day	Wednesday, December 25, 2019
Administrative Closing	Thursday, December 26, 2019
Administrative Closing	Friday, December 27, 2019
Administrative Closing	Monday, December 30, 2019
Administrative Closing	Tuesday, December 31, 2019

PROPOSED 2020

New Year's Day	Wednesday, January 1, 2020
Martin Luther King Day	Monday, January 20, 2020
Memorial Day	Monday, May 25, 2020
Independence Day	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020
Thanksgiving Day	Thursday, November 26, 2020
Administrative Closing	Friday, November 27, 2020
Administrative Closing	Thursday, December 24, 2020
Christmas Day	Friday, December 25, 2020
Administrative Closing	Monday, December 28, 2020
Administrative Closing	Tuesday, December 29, 2020
Administrative Closing	Wednesday, December 30, 2020
Administrative Closing	Thursday, December 31, 2020

* When a recognized holiday falls on a Saturday, it is observed on the preceding Friday, and if the holiday falls on a Sunday, it is observed the Monday following the holiday.

**Tennessee State University
Board of Trustees**



**ACADEMIC AFFAIRS
AND STUDENT AFFAIRS
COMMITTEE REPORT**

**TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
ACADEMIC AFFAIRS AND STUDENT AFFAIRS
COMMITTEE MEETING AGENDA**

10:30 a.m. CST
Thursday, June 21, 2018

Tennessee State University – Main Campus
McWherter Administration Building,
President’s Conference Room
3500 John A. Merritt Blvd. Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the March 15, 2018, Academic Affairs and Student Affairs Committee Meeting Minutes
- IV. Approval of Tenure and Promotion Recommendations
- V. Approval of Revised Academic Programs
- VI. Approval of Academic Program Name Change
- VII. Approval of Off-Campus Academic Program Sites
- VIII. Academic Affairs Report
- IX. Report on Enrollment
- X. Report on the Academic Calendar
- XI. Report on Campus Crime Statistics
- XII. Student Affairs Report
- XIII. Adjournment

**Tennessee State University
Board of Trustees**

The seal of Tennessee State University is a circular emblem. The outer ring contains the text "TENNESSEE STATE UNIVERSITY" at the top and "NASHVILLE" at the bottom, separated by two small dots. Inside this ring is a shield featuring a torch with a flame. Below the shield is a banner with the word "WORK".

**Approval of the
March 15, 2018,
Academic Affairs and
Student Affairs
Committee Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the March 15, 2018, Academic Affairs and Student Affairs Committee Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

The document reflecting the minutes from the March 15, 2018, Academic Affairs and Student Affairs Committee meeting is included in the June 21, 2018, Board materials.

MOTION: To approve the minutes from the Board of Trustees' March 15, 2018, Academic Affairs and Student Affairs Committee meeting, as contained in the Board materials for the Board's June 21, 2018, meeting.

Meeting of the Tennessee State University Board of Trustees
Academic Affairs and Student Affairs Committee
March 15, 2018
Tennessee State University – Main Campus –
McWherter Administration Building. President’s Conference Room
3500 John A. Merritt Blvd., Nashville, Tennessee 37209

MINUTES

Committee Members Present: Trustees Pam Martin, Ali Sekmen and Sydnie Davis

Other Board Members Present: Trustees Deborah Cole, Edith Peterson Mitchell (via conference call)

University Staff Present: President Glenda Glover; Mr. Laurence Pendleton, University Counsel and Board Secretary; Dr. Alisa Mosley, Associate Vice President for Academic Affairs; Dr. Curtis Johnson, Chief of Staff; Dr. Tracey Ford, Vice President of Student Affairs and Ms. Cynthia Brooks, Vice President of Business and Finance.

I. CALL TO ORDER

Academic Affairs and Student Affairs Committee Chair Martin called the meeting to order at 9:32 a.m.

II. ROLL CALL/DECLARATION OF A QUORUM

Trustee Martin asked Board Secretary Pendleton to call the roll. Secretary Pendleton called the roll, which reflected that Committee members Martin, Sekmen and Davis were present. Secretary Pendleton then announced the presence of a quorum.

III. APPROVAL OF NOVEMBER 16, 2017, COMMITTEE MEETING MINUTES

Trustee Martin announced the next item on the agenda, which was the approval of the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes. Trustee Martin moved to recommend to the full Board the approval of the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes, as contained in the Board materials for the March 15, 2018, Board meeting. Trustee Sekmen seconded the motion. With there being no discussion, Trustee Martin called for a vote. The motion carried unanimously.

IV. APPROVAL OF OFF-CAMPUS ACADEMIC PROGRAM SITE

Trustee Martin turned to the next item on the agenda – the Approval of Off-Campus Academic Program Site. The information regarding the agenda item was provided in the Board materials for March 15, 2018, Board meeting. Trustee Martin recognized President Glover and her

designee to provide pertinent information related to this agenda item. President Glover introduced, Dr. Elisa Mosely, Interim Vice President of Academic Affairs.

Dr. Mosley provided information regarding the proposal to have a cohort of employees from Nashville Electric Service take courses in the area of electric engineering at the site. It will be a partnership between NES and TSU to serve the demand within the NES facility. Dr. Mosley noted that this would be one of the first times (that she is aware of) where TSU will offer an alternate delivery model within the degree program. Dr. Mosley commented that traditionally, the BS program in Electrical Engineering in the College was offered as a face-to-face, daytime program. However, with this program, NES employees may take courses at the worksite (a cohort-based mode of program delivery), which will allow employees who typically are unable to participate in the traditional model an opportunity to earn their degree in a cohort-based mode.

Dr. Mosley also stated that she expects, as they complete their assessment and make improvements with the cohort-based model, more partnerships like NES will be delivered.

Dr. Ali Sekmen expressed how pleased he was with the Off-Campus program site partnership with NES and commended those involved with the development of the program.

Trustee Martin moved to recommend to the full Board the approval of the off-campus academic program site as contained in the Board materials for the March 15, 2018, Board meeting. Trustee Sekmen seconded the motion. With there being no discussion, Trustee Martin called for a vote. The motion carried unanimously.

V. REPORT ON SACSCOC TEN YEAR REAFFIRMATION REVIEW

Trustee Martin moved to the next item on the agenda – report on the SACSCOC ten year Reaffirmation Review. She commented that the relevant information regarding the agenda item was provided in the Board materials for March 15, 2018, Board meeting. Trustee Martin once again asked President Glover and her designee to provide pertinent information related to the agenda item.

President Glover yielded the floor to Dr. Mosley, who provided a status update as they move forward to a positive affirmation process.

The University is in Reaffirmation Class of 2020 – Class B, which means TSU offers graduate programs. The kick off meeting, the Orientation Reaffirmation Class of 2020, was held on January 26, 2018. TSU's report is due September 10, 2019. The onsite campus visit will be on March 30-April 2, 2019.

Dr. Mosley also noted that a draft of the readiness audit would be completed in May to address any gaps, identify a plan action, and align all necessary documentation. Additionally, the team has begun earnest work in assessment as it relates to examining programs, reviewing the call of action by the President, revisiting the assessment guidelines, and making the appropriate modifications.

VI. ACADEMIC AFFAIRS REPORT

Trustee Martin turned to the next item on the agenda, which was the Academic Affairs Report. The information regarding this agenda item was in the Board materials for the March 15, 2018, Board meeting. Trustee Martin recognized President Glover and her designee to provide pertinent information related to this agenda item.

Dr. Glover asked Dr. Mosley to present the Academic Affairs' Report. Dr. Mosley shared the Online Degrees programs offered at TSU. Currently, there are 12 online/hybrid degree program, which are:

Online

1. BS – Interdisciplinary Studies
2. BS – Professional Studies
3. BS – Sociology
4. BS – Urban Studies
5. MS – Speech and Hearing Science
6. Master of Professional Studies
7. Master of Public Administration
8. Master of Public Health
9. Master of Science in Nursing
10. Master of Professional Science with a concentration in Applied Geospatial Sciences

Hybrid

1. Executive MBA
2. Accelerated MBA

TSU is also in the process of developing the following online program areas through 2020:

1. BS – Criminal Justice
2. BS – Healthcare Administration and Planning
3. BS Completion in Dental Hygiene
4. PhD – Public Health
5. Executive Doctorate in Educational Leadership
6. Bachelor of Business

Trustee Sekmen inquired if the tuition is more affordable for the online courses, and noted that the trend reflects lower costs for online tuition. President Glover advised that the institution is looking at the overall cost for online delivery to make courses more affordable. Ms. Cynthia Brooks, Vice President of Business and Finance, stated that TSU also offers E-rates and other special rates for students.

VII. REPORT ON STUDENT RESIDENTIAL FACILITIES

Trustee Martin moved to the next item on the agenda – report on the Student Residential Facilities. She noted that the relevant information regarding the agenda item was provided in the Board materials for March 15, 2018, Board meeting. Trustee Martin asked President Glover and

her designee to provide pertinent information related to the agenda item. President Glover yielded the floor to Drs. Tracey Ford, Vice President of Student Affairs, and Dr. Curtis Johnson, Chief of Staff and Associate Vice President.

Dr. Ford provided an update on the December/January weather issues that led to some challenges with the water in the Wilson Hall residential facility.

Dr. Ford noted that by January 26, 2018, the hot water was restored in ninety (90%) percent of the showers in Wilson Hall. During spring break, the remaining hot water issues were repaired resulting in one hundred percent (100%) hot water throughout the building. Most of all of the other outstanding water issues were addressed. A deep clean of the building is scheduled for Saturday, March 17, 2018.

Dr. Ford also stated that at the request of President Glover, a plan was developed to address the outstanding maintenance and repair issues. Dr. Ford, Ms. Cynthia Brooks, and others developed a “Go Forward” plan:

- **Maintenance Blitzes.**
 - Occurs every Friday, the first commencing on Friday, January 26th. A team of maintenance personnel and, when necessary, contractors converge on a residence hall and complete outstanding repairs. Blitzes occurred in Rudolph, Wilson, Eppse, Boyd, and Watson Halls.
- **Spring Break Blitz and Deep Cleaning.**
 - Students responded to a maintenance survey whereby they reported issues and concerns. Facilities and the Housing teams developed a plan of action to address all reported repairs, deep clean the common areas, and complete project related work such as repairing heat pumps, installing isolation valves, completing extensive plumbing and steam room repairs.
- **Washers and Dryers.**
 - Install New Washers and Dryers to those residence halls that have not received them.
 - Repair any existing issues that will allow washers and dryers to run optimally.
- **Summer Major Projects and Upgrades.**
 - Roofs in Wilson and Rudolph Hall
 - Elevators in Hale and Rudolph
 - Install Fitness Room Equipment in Rudolph Residence Center and Apartments
- **Housing Assessment (by July 1)**
 - An initial assessment of the conditions of Residence Life facilities will be conducted by TSU employees by April 30, 2018, utilizing existing data. Then, consultants will complete a more comprehensive Housing Assessment that will provide TSU with a report of the condition of all residence halls. A plan will be developed to outline maintenance, budgets and timelines to address all issues identified in the assessment.
- **Housing Maintenance Team (in-house)**
 - Housing and Residence Life has established a 4-person team to supplement the services provided by Facilities Management (FM). This team will be “first responders” to address, repair and identify issues and coordinate work by FM when needed.

Trustee Martin thanked the team for responding quickly and communicating effectively with them. She also asked if there would be an opportunity for her and Chairman Walker to do a walk-through. Dr. Ford affirmed that they would schedule the walk-through.

Trustee Davis inquired if the “blitzes” and “deep clean” plans were a one-time occurrence to address the incident that happened or will the plans be ongoing. In order to ensure the incident does not happen again, Dr. Ford advised that the plans would continue. She also stated that under the direction of President Glover, the team developed a survey for the students to complete, which will allow them to report issues directly without going through the resident hall director. Dr. Ford advised that it is important to hear directly from the students about their concerns. In addition, she mentioned students had a major concern about information technology and eighty percent (80%) have already been addressed and the remaining twenty percent (20%) will be addressed over the summer.

President Glover advised that the “deep cleaning” would not occur in the rooms when the students are in their personal spaces, however, the common areas will be cleaned. She also commented that all other deep cleaning, within the rooms, would occur in the summer while the students are not occupying the space with their personal belongs.

VIII. STUDENT AFFAIRS REPORT

Trustee Martin moved to the next item on the agenda – report on the Student Affairs Report. The relevant information regarding the agenda item was provided in the Board materials for March 15, 2018, Board meeting. Trustee Martin asked President Glover and her designee to provide pertinent information related to the agenda item. President Glover yielded the floor to Dr. Tracey Ford.

Dr. Ford shared the importance of student engagement, which has proven to increase student satisfaction, retention and other academic outcomes for students. Dr. Ford stated that the Division of Student Affairs is developing strategic initiatives that will allow students to:

- Connect to the University in a meaningful way;
- Develop leadership, personal, professional, financial, and social skills needed for a 21st century, global environment;
- Acquire internships and permanent placement in their fields of study.

Dr. Ford also stated that it is very important to partner with others to support the mission of TSU and see students graduate and have a career. Thus, her Division has partnered with Academic Affairs on several projects.

Dr. Ford provided information on some of the signature engagement initiatives sponsored by Student Affairs:

UNCF Career Pathways Initiative - The purpose is to integrate career readiness skills and workforce knowledge across curricula and co-curricular activities. Expected to be in place in the fall 2019

Transit Financial Literacy – The inability to finance their education is a number one reason students are not able to stay in school. The online modules will help students develop critical financial management skills. Topics include budgeting, opening, managing bank accounts, savings, etc.

Leadership TSU – A selected cohort of undergraduate and graduate students chosen to participate in a yearlong program that will expose them to the inner workings of government and private business. This initiative will also allow the students to test their skills and abilities in professional settings as well as engage in service learning and community development.

HIP HOP Chronicles - Residence Life and Housing utilized Hip Hop programming to address and enhance student identity theory by utilizing the pillars of culture, service learning, social engagement, education, and health and wellness to engage students in thought provoking discussions.

Dr. Sekmen advised that for the last five (5) years, during the month of May (or three weeks), he takes his students on an international trip. The students gain great global experiences, thus he inquired if Student Affairs had anything in place to provide more global experiences for TSU students. Dr. Ford stated that Student Affairs has provided funds to support students with their study abroad objectives. Dr. Mosley advised that there is a liaison in the Student Government Association and that they have several programs to encourage students to participate in study abroad offerings.

Trustee Davis shared concerns about students' financial challenges, especially first generation students. She stated students are mainly concerned about the smaller bills, such as parking fees and replacement I.D. fees, all of which can hinder them from paying off their tuition. President Glover and Dr. Ford commented on the importance of financial literacy and ways to support the students with tools to be successful in their academic pursuits.

IX. ADJOURNMENT

With there being no further business, Trustee Martin moved to adjourn. Trustee Sekmen seconded the motion. Trustee Martin called for a vote and the motion carried unanimously.

The Board of Trustees' Academic Affairs and Student Affairs Committee meeting adjourned at 10:07 a.m.

**Tennessee State University
Board of Trustees**



**Approval of
Tenure and Promotion
Recommendations**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of Tenure and Promotion Recommendations

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Academic Affairs and Student Affairs
Committee, Trustee Pamela Martin

Tenure

Pursuant to the TSU tenure policy, tenure eligible faculty members must apply for tenure in their sixth year. A faculty member is required to submit a portfolio of materials in support of their tenure application. The criteria TSU uses to evaluate applicants include quality instruction, research and creative activities, public service and professional activities, and potential for professional growth.

The University reviews the tenure candidate's portfolio at several levels, including at the departmental, college, and University levels. The Vice President for Academic Affairs and the President must ultimately approve the applications. The comprehensive tenure review and approval process, as well as the list of those recommended for tenure, are included in your board materials.

During this tenure review period, fourteen (14) tenure eligible faculty members applied for tenure. One tenure eligible faculty member stopped the tenure clock, in accordance with the University's tenure policy, and did not apply for tenure. President Glover is recommending all fourteen tenure applicants for tenure, as she has determined that the fourteen faculty members meet the condition for tenure.

Pursuant to the FOCUS Act, the Board's Bylaws and the Board's Delegation of Authority to the President Policy, the Board must approve tenure recommendations.

Promotion

With respect to faculty promotions at TSU, individual faculty members may apply for promotion upon completion of the required years in rank. A tenured or tenure-track faculty member becomes eligible to apply for promotion when he or she has achieved the required years in rank and meets the defined qualifications for the various faculty ranks, which are assistant professor, associate professor, and professor.

Although an application for promotion is not required, faculty members at the assistant professor level generally apply simultaneously for promotion to associate professor at the time they are required to make application for tenure. Those faculty members who are at the associate professor level generally apply for promotion to professor after five years of service at the associate professor level.

To apply for promotion, a faculty member must prepare a portfolio containing evidence of the faculty member's teaching, research, and service since his or her last promotion at TSU. The specific evidence requested include quality instruction, research and creative activities, public service and professional activities, and potential for professional growth.

The University reviews the candidate's portfolio at several levels, including at the departmental, college, and University level. The Vice President for Academic Affairs and the President must ultimately approve the applications. The comprehensive promotion review and approval process, as well as the list of those recommended for promotion, are included in your June 21, 2018, board materials.

Twenty-six (26) faculty members applied for promotion. President Glover is recommending twenty (20) faculty members for promotion.

Pursuant to the FOCUS Act, the Board's Bylaws, and the Board's Delegation of Authority to the President Policy, the Board must approve promotion recommendations.

MOTION: To approve the list of recommended candidates for tenure and promotions, as contained in the Board materials for the Board's June 21, 2018, meeting.

**Tennessee State University
Tenure and Promotion Process
2017-18**

Tenure

A new faculty member at Tennessee State University (TSU) may receive three types of appointments: 1. Temporary appointments; 2. Tenure-track appointments; and 3. Tenure appointments. Faculty members who receive tenure are tenured to a specific department.

In general, the University employs faculty members with tenure-track appointments for a six-year probationary period of employment through consideration for tenure. A faculty member may receive years towards tenure as negotiated by the faculty member and chairperson and approved by the President of the University at the time of appointment. Tenure-track faculty members typically hold nine-month academic year appointments, which are subject to automatic annual renewal, unless the University chooses not to renew a faculty member's appointment.

The Division of Academic Affairs notifies a faculty member, through the Department Chair, at the end of the fifth year of the faculty member's probationary period that he/she must apply for tenure at the beginning of the sixth year. The faculty member must then prepare a portfolio containing evidence of their teaching, research, and service during their tenure at TSU.

The applicable departmental committee reviews the candidate's portfolio and the committee makes its recommendation and submits it and the portfolio to the department chair for review. The department chair then conducts an independent review of the portfolio, makes a recommendation, and submits his/her recommendation, along with the portfolio, to the college committee for review.

The college committee conducts the same review process and submits its recommendation to the dean for review. The dean of the college conducts the same review process before forwarding his/her recommendation, along with the application's portfolio, to the university committee for review.

The university committee conducts an independent review of the portfolio, makes its recommendation, and submits the committee's recommendation and the portfolio to the Vice President for Academic Affairs for review. The Vice President conducts the same independent review as the University Committee and prepares his/her recommendation for the University President.

If the Vice President recommends tenure, the Vice President then forwards the recommendation directly to the University President for review. If the President agrees with the Vice President's recommendation, the President her/his recommendations to the Board of Trustees for final approval.

Appeals

If the Vice President does not recommend the candidate, the Vice President notifies the candidate and the candidate may appeal the decision. If the candidate does not appeal, the Vice President submits the decision to the President. If the candidate appeals the decision, a university-wide appeals committee conducts a review of the candidate's portfolio and any other documentation the candidate presents. The committee then makes its recommendation to uphold or reverse the Vice President's decision.

If the appeals committee votes to support the Vice President's recommendation, the Vice President notifies the President of the Committee's decision, and the President then makes a determination on the faculty member's tenure application. If the President decides against recommending tenure, the President notifies the faculty member of the decision and the faculty member may seek reconsideration by the President.

If the appeals committee votes not to support the Vice President's recommendations, the Vice President submits the appeals committee determination, along with his/her recommendation, to the President for review. The President then reviews the materials, including the appeals documentation, before determining whether to recommend the faculty member for tenure to the Board of Trustees.

Tennessee State University Promotion Process 2017-18

Promotion

The University does not automatically promote faculty members upon completion of the required years in rank. Rather, the University, through its promotion process, recommends promotion in recognition of merit, achievement, and potential, and the Board of Trustees may approve the recommendations. A tenured or tenure-track faculty member becomes eligible to apply for promotion when he or she meets the defined qualifications for the various faculty ranks, which are assistant professor, associate professor, and professor.

While not required, faculty members at the assistant professor level generally apply simultaneously for promotion to associate professor at the time of application for tenure, a status the faculty member must achieve after a probationary period of five years. Those faculty members who are at the associate professor level will apply for promotion (after serving at that level for five years) to professor. A faculty member then prepares a portfolio containing evidence of their teaching, research, and service since last promotion at TSU.

The University reviews the candidate's promotion portfolio pursuant to the following review process:

- the departmental committee who makes its recommendation and submits it and the portfolio to the chair

- the department chair who conducts an independent review of the portfolio and makes his/her recommendation and submits it along with the portfolio to the college committee
- the college committee which conducts an independent review of the portfolio and makes its recommendation and submits it and the portfolio to the dean
- the dean of the college who conducts an independent review of the portfolio and makes his/her recommendation and submits it along the portfolio to the university committee
- the university committee which conducts an independent review of the portfolio and makes its recommendation and submits it and the portfolio to the Vice President for Academic Affairs
- the Vice President who reviews the portfolio and makes his/her recommendation and submits it to the University President
- the University President who reviews the recommendations in consultation with the Vice President and submits his/her recommendations to the Board of Trustees
- the Board of Trustees receives the President's recommendations, makes a decision, and sends the decision to the President who then notifies the candidate

Appeals

The promotion process follows the same appeal process as the tenure appeal process.

Tenure recommendations

Proposed Implementation Date: August 2018

Item Details: A total of fourteen (14) faculty members are recommended for tenure. The list of faculty members recommended for tenure is provided below.

	Name	Department/Division	Current Academic Rank
1	Akbar, Muhammad Khalid	Mechanical & Manufacturing Engineering	Assistant Professor
2	Anderson, Jill	Languages, Literature & Philosophy	Assistant Professor
3	De la Mothe, Lisa	Psychology	Assistant Professor
4	Hamilton, Christine	Respiratory Care & Health Information	Assistant Professor
5	Heimdal, James	Human Performance & Sport Science	Associate Professor
6	Joe, Woong Yeol	Mechanical & Manufacturing Engineering	Assistant Professor
7	Johnson, Kimberly	Communications	Assistant Professor
8	McMurray, Nolan	Mathematical Sciences	Professor
9	Patel, Kushal	Public Health, Health Administration & Health Sciences	Assistant Professor
10	Pedjeu, Jean-Claude	Mathematical Sciences	Assistant Professor
11	Pleban, Francis	Public Health, Health Administration & Health Sciences	Assistant Professor
12	Smith, Jason	Human Performance & Sport Science	Assistant Professor
13	Troxteel, Rita	Occupational Therapy	Assistant Professor
14	Winston, Tameka	Communications	Assistant Professor

Promotion recommendations

Proposed Implementation Date: August 2018

Item Details: A total of twenty (20) faculty members are recommended for promotion. The list of faculty members recommended for promotion is provided below.

	Name	Department/Division	Current Rank	Proposed Rank
1	Adesso, Karla	Agricultural & Environmental Sciences	Assistant Professor	Associate Professor
2	Akbar, Muhammad	Mechanical & Manufacturing Engineering	Assistant Professor	Associate Professor
3	Anderson, Jill	Languages, Literature & Philosophy	Assistant Professor	Associate Professor
4	Arrighi, Nicole	Teaching & Learning	Associate Professor	Professor
5	Aziz, Ahmad	Agricultural & Environmental Sciences	Associate Professor	Professor
6	Ballard de Ruiz, Sue	Art & Design	Assistant Professor	Associate Professor
7	Bertrand, Michael	History, Political Science, Geography & Africana Studies	Associate Professor	Professor
8	Clardy, Arvazena	Agricultural & Environmental Sciences	Assistant Professor	Associate Professor
9	De la Mothe, Lisa	Psychology	Assistant Professor	Associate Professor
10	Elder, Eleni	Educational Leadership	Associate Professor	Professor
11	Fan, Chunxing	Business Administration	Associate Professor	Professor
12	Hamilton, Christine	Respiratory Care & Health Information	Assistant Professor	Associate Professor
13	Hui, Dafeng	Biological Sciences	Associate Professor	Professor
14	Joe, Woong	Mechanical & Manufacturing Engineering	Assistant Professor	Associate Professor
15	Johnson, Kimberly	Communications	Assistant Professor	Associate Professor
16	Montgomery, Michael	Criminal Justice	Associate Professor	Professor
17	Nettles, Darryl	Music	Associate Professor	Professor
18	Patel, Kushal	Public Health, Health Administration & Health Sciences	Associate Professor	Professor
19	Winston, Tameka	Communications	Assistant Professor	Associate Professor
20	Wu, Ying	Agricultural & Environmental Sciences	Assistant Professor	Associate Professor

**Tennessee State University
Board of Trustees**



**Approval of
Revised
Academic Programs**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of Revised Academic Programs

RECOMMENDED ACTION: Approval

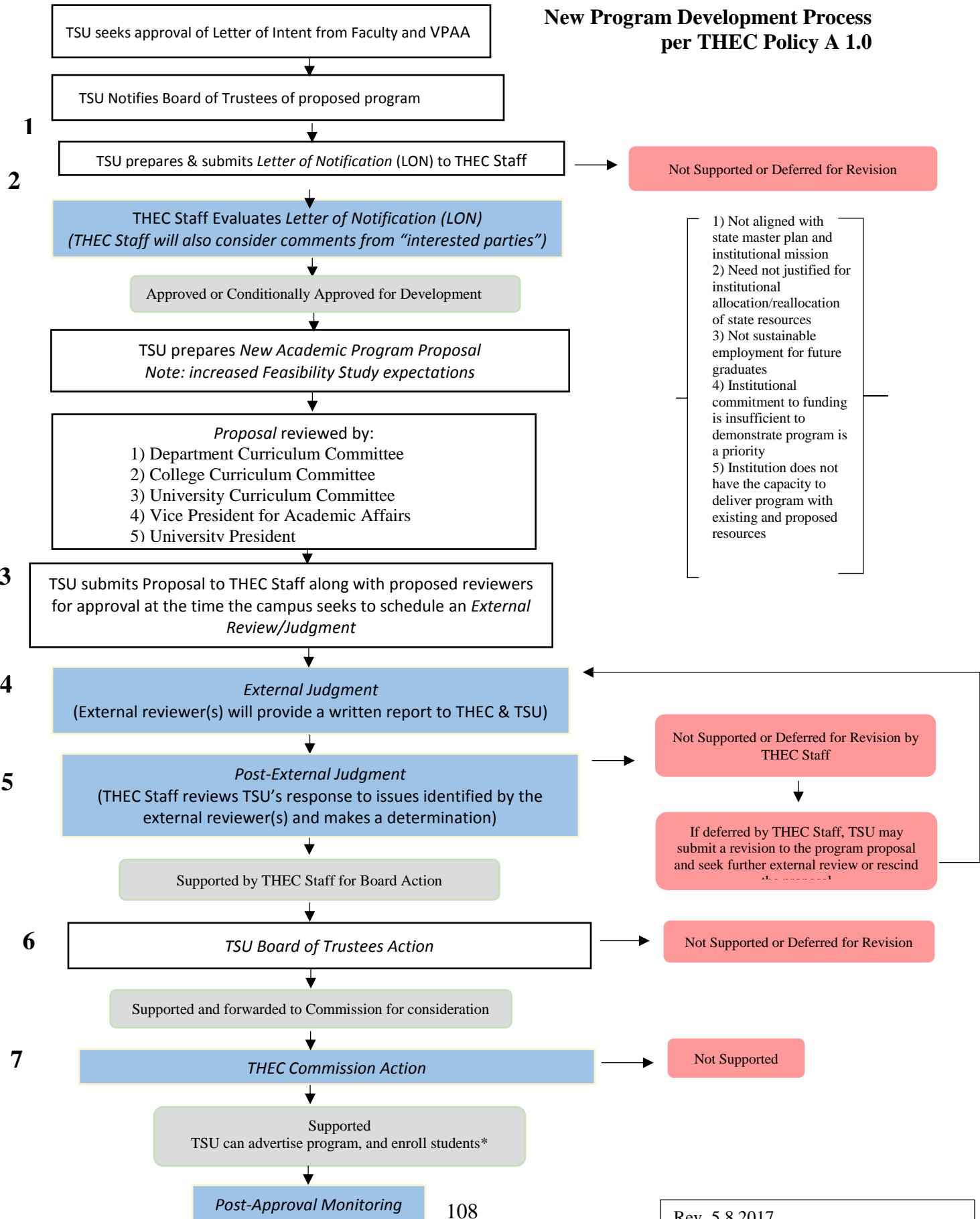
PRESENTED BY: Chair of Academic Affairs and Student Affairs
Committee, Trustee Pamela Martin

Pursuant to TSU's New Program Development policy, which includes revised programs, academic departments may seek the creation of a new academic program or the revision of an existing program by initiating an internal review process. The department initiates the review process by developing and proposing the new/revised academic program for review at the departmental committee, college, and University levels. The Vice President for Academic Affairs and the President must ultimately approve the proposals. The entire review process is included in the Board's June 21, 2018, meeting materials.

Pursuant to the FOCUS Act, the Board's Bylaws, and the Board's Delegation of Authority to the President Policy, the Board must approve new and revised academic programs. Upon approval by the Board, THEC must provide final approval.

MOTION: To approve the revised academic programs, as contained in the Board materials for the Board's June 21, 2018, meeting.

New Program Development Process per THEC Policy A 1.0



Revised Academic Programs

College	Academic Area	Degree Offered	Proposal
<i>THEC Approval Required</i>			
Agriculture	Agricultural Sciences	Masters	Modification to P.S.M. with concentration in Applied Geospatial Science to M.S. in Environmental Sciences with an Applied Geospatial Science Concentration
Agriculture	Agricultural Sciences	Masters	Modification of the Food and Animal Science concentration within the current M.S. in Agricultural Sciences to an independent M.S. in Food and Animal Sciences

**Tennessee State University
Board of Trustees**



**Approval of Academic
Program Name Change**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of Academic Program Name Change

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Academic Affairs and Student Affairs
Committee, Trustee Pamela Martin

From time to time, departments/colleges at TSU submit requests to modify the names of colleges, academic departments (colleges and academic departments are collectively referred to as “units”), and academic programs in their respective colleges.

Under TSU’s Academic Program Modification process (formerly the Tennessee Board of Regents’ policy on Academic Programs, Units, and Modifications at Universities), departments/colleges may propose unit and academic program name modifications through a 30-day review process, which involves a review at the college and University (Vice President and President) levels.

Upon approval by the Vice President for Academic Affairs and President, the University is required to submit the proposed unit/academic program name modification to the Board for final approval. Unit and academic program name changes do not require THEC approval.

Pursuant to the FOCUS Act, Board Bylaws, and the Board’s Delegation of Authority to the President Policy, the Board must approve program name changes. The entire academic program modification process is included in your June 21, 2018, Board materials, followed by information regarding the proposed academic program name change.

MOTION: To approve the academic program name change, as contained in the Board materials for the Board’s June 21, 2018, meeting.

Tennessee State University
Academic Unit/Academic Program Modifications Process
2016-17

Academic Program Modifications Process

The Academic Program Modifications Process involves a 30-day review process. The following academic program actions are subject to the 30-day review process.

- 1. Name change**
2. Change of degree designation.
3. Consolidation of existing academic programs.
4. Conversion of an existing on-ground program to a fully online delivery format.
5. Substantive curriculum modification (see <http://www.sacs.org>).
6. Establishment of an undergraduate certificate program or a graduate certificate program less than 24 SCH.
7. Establishment of a new concentration or minor.
8. Establish a freestanding degree program from an existing concentration.
- 9. Establishment of a new academic unit or reorganization resulting in a net gain of an academic unit (i.e., department, on-campus center, institute, bureau, division, school, or college). This action also requires approval by the THEC Executive Director.**
10. Establishment of an articulation agreement between institutions.
- 11. Establishment of an Off-Campus Site/Off Campus Center.**
12. Revision of any admission, retention, and/or graduation policy (general or program specific).
- 13. Extension of an existing academic degree to be fully offered at an off-campus location.**
14. Termination, inactivation, or reactivation of a program.
15. Curriculum modifications that increase or decrease total hours required for a degree.

Thirty-Day Review Process

- A. The Division of Academic Affairs receives requests for academic program action (other than new degree programs) by the 15th of each month (except December).
- B. Academic Affairs will typically review the proposed action by the end of the month and prepare summaries for ultimate consideration by the President and the Board of Trustees.
- C. Upon approval by the President and the Board, the University will send letters to the academic units to authorize implementation of the proposed action. If the THEC approval is required, the letter will inform the academic unit of the approval by the Board and an explanation that the University will send the proposed academic action to the THEC for its review.
- D. Academic departments may request program, concentration and minor name changes through the Division of Academic Affairs for ultimate approval by the President and Board. Approval through the THEC is not required per THEC Policy.

Academic Program Name Change

College	Academic Area	Degree Offered	Current Name	Proposed New Name
Education	Teaching and Learning	BS	Interdisciplinary Studies Certification with concentrations in: (1) Lang Arts/Social Studies (1-8) (2) Science/Mathematics (1-8) (3) Child Dev & Learn (K-8)	Elementary Education with concentrations in: (1) Lang Arts/Social Studies (1-8) (2) Science/Mathematics (1-8) (3) Child Dev & Learn (K-8)

The Department of Teaching Learning faculty wish to change the name of the Interdisciplinary Studies Certification (Grades K-8) to Elementary Education (Grades K-5). This request aligns with the department's efforts to retain and graduate students in elementary education more efficiently. If approved, the request will reduce confusion of students who are majoring in a general studies concentration. The College of Education should have oversight over the education concentration.

**Tennessee State University
Board of Trustees**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of Off-Campus Academic Program Sites

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

From time to time, Colleges request to operate an academic program off TSU's campus. Colleges may seek off-campus academic program sites to accommodate students dually enrolled in high school and college, enhance TSU's pipeline with community college and non-traditional students, and increase convenience for working professionals. In this instance, the purposes for the proposed off-campus sites are to increase convenience for working professionals and to enhance TSU's pipeline to non-traditional students.

Colleges that seek to operate an academic program off campus must follow a 30-day review process. Under the review process, a department will submit an off-campus academic program site request to the College, and once approved at the College level, the College submits the request to the Vice President for Academic Affairs and President for approval. Upon approval by the Vice President and President, the Board must approve off-campus academic program requests. Following approval by the Board, the University must submit the off-campus academic program sites to THEC for final approval.

Pursuant to the FOCUS Act, Board Bylaws and the Board's Delegation of Authority to the President Policy, the Board must approve off-campus sites for academic programs. The list of specific off-campus proposed sites and related information are included in your board materials.

The two proposed off-campus academic sites are: Motlow State Community College – Fayetteville Campus (located in Fayetteville, TN); and the Turney Center Industrial Complex (located in Only, TN). Information regarding these sites are included in your materials for the June 21, 2018, Board meeting.

MOTION: To approve the off-campus academic program sites, as contained in the Board materials for the Board's June 21, 2018, meeting.

List of Off-campus Academic Program Proposed Sites

College	Academic Area	Degree Offered	Proposal
Agriculture	Agricultural and Environmental Sciences	BS	To offer a BS in Agricultural Sciences at Motlow State Community College-Fayetteville Campus
Liberal Arts	Interdisciplinary Studies	BS	To offer a BS in Interdisciplinary Studies at the Turney Center Industrial Complex

Motlow State Community College

The College of Agriculture wishes to offer the Bachelor of Science (BS) in Agricultural Sciences at the Motlow State Community College-Fayetteville Campus. Currently, TSU offers an approved BS program in Agricultural Sciences. This request is the result of TSU initiating a partnership whereby students with an associate degree from MSCC will continue to matriculate through TSU's program for their remaining hours.

The request site of program delivery is:

Motlow State Community College-Fayetteville Campus (MSCC)
1802 Winchester Highway
Fayetteville, TN 37334

Tennessee State University's Office of Community College Initiatives worked with the Motlow State Community College-Fayetteville Campus academic staff to establish a memorandum of understanding for a 2+2 program in Agricultural Science. The two institutions have a history of successfully partnerships demonstrated by an eleven-year 2+2 Criminal Justice program on the Moore County campus. Tennessee State also has a research farm program in McMinnville and is one of the premier agriculture programs in the southeastern region of the United States.

Motlow State Community College-Fayetteville historically had an associate degree program in Agriculture; however, it was discontinued due to low enrollment. The MSCC academic staff wants to revive the associate degree. Through focus surveys, there is a renewed interested in the area with the advent of a bachelor's degree. The MSCC staff recently relaunched the associate degree to align the curriculum for a potential TSU partnership.

The proposed 2+2 program targets (1) adults who began college but never finished and (2) traditional age students with an interest in Agriculture. This program focuses on potential students who would prefer to study close to home. The courses will be taught in face-to-face and/or videoconferencing formats with supplemental information available online. Courses will also be available in the summer months.

Turney Center Industrial Complex

The College of Liberal Arts wishes to offer the Bachelor of Science (BS) in Interdisciplinary Studies at the Turney Center Industrial Complex. Tennessee Higher Education Initiatives in Corrections (THEIC) is a non-profit organization founded in 2012, whose mission is to provide access to on-site degree bearing higher education for individuals in Tennessee correctional facilities; to prepare students for successful re-entry and to help students become contributing members of our communities.

THEIC funds and coordinates on-site degree-bearing college programs in correctional facilities throughout Tennessee. Working in partnership with the Tennessee Department of Corrections and local colleges and universities, THEIC has served 600 students and enrolled more than 300 students at three SACSCOC accredited institutions - Nashville State Community College, Dyersburg State Community College and Lipscomb University as the four-year partner. These programs have been located at the following correctional facilities: Charles Bass Correctional Complex in Nashville, Turney Center Industrial Complex in Only, Tennessee and Northwest Correctional Complex in Tiptonville.

THEIC would like to partner with Tennessee State University (TSU) to serve as the four-year institution partner for students graduating from Nashville State Community College. Upon completion of the Associate degree, students will matriculate to TSU to complete the Bachelor of Science Degree in Interdisciplinary Studies. TSU intends to offer a minimum of two courses from the identified major area per semester for one cohort of 25 students at the Turney Center Industrial Complex in Only, Tennessee.

TSU is also proposing to provide at least one course per semester to correctional staff members in traditional, hybrid and/or online formats. The traditional and hybrid courses for this student group will be offered at this site as well.

The request site of program delivery is:

Turney Center Industrial Complex
1499 R. W. Moore Memorial Rt. Hwy
Only, TN 37140

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Academic Affairs and Student Affairs Committee Report -
Academic Affairs Report

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

Degree Production

The University has met or exceeded its goals for the last two years as the Tennessee Board of Regents and Tennessee Higher Education Commission (THEC) tracked the data, resulting in a 19 percent increase.

Number of Undergraduate Degrees

2014-2015: 988
2015-2016: 1018
2016-2017: 1044

We are on track for an increase for the 2017-2018 academic year as well.

Progression Points for the Outcomes Formula

	2014-15	2015-16	2016-17
60 SCH	918	1044	1081
90 SCH	928	966	1059

To increase the 30-student credit hours (SCH) threshold, we have obtained grant funding through the United Negro College Fund Career Pathways Initiative to integrate the efforts of Academic Affairs and Student Affairs.

New Academic Programs

1. Executive Master of Business Administration (EMBA)
2. Accelerated Master of Science in Computer Science
3. M.S. in Environmental Science
4. Off-campus Program for Nashville Electric Service in Engineering
5. Online Delivery of the Master of Public Health (MPH) degree
6. 2+2 Program with Motlow State-Fayetteville Campus for Agricultural Science

Advisory Boards in Academic Affairs

We have excellent advisory boards composed of internal and external stakeholders including the following areas:

- College of Agriculture
- College of Business
 - Supply Chain
 - Accounting
 - Hospitality Management
- College of Education
- College of Engineering
- College of Liberal Arts
- College of Public Service
- Office of International Affairs

Our alumni and corporate partners serve in numerous ways, including

- (1) Curriculum review
- (2) Career placement
- (3) Quality assessment of programs and graduates
- (4) Fundraising initiatives
- (5) Recruiting opportunities

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on Enrollment

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

See attached materials for information on this information agenda item.

Enrollment Report



Quarterly June 21, 2018

Tennessee State University Board of Trustees Meeting



**Dr. John Cade, Vice President
Division of Enrollment Management and Student Success**



Keys to enrollment growth, sustainability, fiscal viability:

Recruit ~ Enroll ~ Retain Progression Benchmarks Degree Completion

- **Review of Spring 2018 Enrollment and Eligible to Register for Fall 2018**
- **Fall 2018 Enrollment Projections**
- **Freshman Fall to Fall Retention Analysis**
- **Fall 2018 Enrollment Challenges**
- **Strategies Used to Encourage New Students to Enroll and**

Retention Initiatives for Retaining New and Returning Students

- **Fall 2018 Enrollment Analysis of Admitted and Registered Returning Students**
- **Quick Facts ~~~ 2017**
- **Enrollment Analysis Trends: Summer ~ Fall ~ Spring**
- **2018-2019 Academic Calendar**

Review of Spring 2018 Enrollment and Eligible to Register for Fall 2018

Spring 2017 Enrollment as of 6/6	6,948
Minus the following	
Outstanding Balances as of 4/16 (\$200 or more)	853
Graduated	891
Suspended	177
Estimated Attrition	400
Fall 2018 Registration	
Eligible to Register for Fall 2018	*4,627

*This number includes students who are on SAP for financial aid purpose.

Fall 2018 Estimated Enrollment Projections

Undergraduate	Fall 2017	Spring 2018	Registered Returning Fall 2018	Estimated New Students First-freshmen, transfers, readmits, transient, special	Estimated Projections
First-Time Freshmen	1,550	67	0	1,775	1,75
Returning Freshmen	878	1,528	351	500	851
Sophomores	1,218	1,105	807	300	1,107
Special	129	105	42		42
Juniors	1,235	1,205	807	325	1,132
Seniors	1,744	1,668	1,084	575	1,659
Total Undergraduate	6,756	5,678	3,091	3,475	6,566
Graduate					
New Students	Included Below	Included Below	0	461	461
Special	247	196	30	175	205
Master	1,068	923	327	600	927
Education Specialist	11	9	1		1
Returning PHD	342	353	86	225	311
New PHD	37	36	1		1
Total Graduate	1,705	1,517	445	1,461	1,906
	Remaining Eligible Spring 2018 to Register Fall 2018			1,101	
Institution Totals	8,641	7,195	3,536	4,936	8,472

Freshman Fall to Fall Retention Analysis

Cohort Year	Freshmen Enrolled	Returned Next Fall Semester	% Returned	Enrolled Other Institution	Did Not Enroll	Retention Rate
Fall 2010 to Fall 2011	1,294	854	66.0	100	340	73.7
Fall 2011 to Fall 2012	1,163	671	57.7	92	400	65.6
Fall 2012 to Fall 2013	1,160	711	61.3	66	383	67.0
Fall 2013 to Fall 2014	1,328	831	62.6	88	409	69.2
Fall 2014 to Fall 2015	1,564	966	61.8	89	509	67.5
Fall 2015 to Fall 2016	1,566	874	55.8	80	612	60.9
Fall 2016 to Fall 2017	1,441	879	62.2	47	515	64.3
Fall 2017 to Fall 2018	1,550	Pending	Pending	Pending	Pending	Pending

Source: Tennessee Higher Education Commission Fact Book

As reflected in the chart above, roughly 33.3% of entering freshmen were not retained over a period of 7 years and an average of 66.7% of freshmen returned for their sophomore year.

Fall 2018 Enrollment Challenges

➤ New Students

- Ability to Pay
- Available Housing
- **Limited Scholarship Funds (Merit and Non-merit)**
- Financial Aid Eligibility (Loans, Pell, Hope, SEOG, Work Study, Private Dollars, etc.)

➤ Returning Students ~~~ Retention

- Academic Suspension (177)
- Probation (238)
- Satisfactory Academic Progress Appeals (SAP) (978)
- Financial Aid Eligibility Non-SAP (Loans, Pell, Hope, SEOG, Work Study, Private Dollars, etc.)
- **Limited Scholarship Funds (Merit and Non-merit)**
- Outstanding Balances
- Ability to Pay
- Available Housing

Strategies Used to Encourage New Students to Enroll and Retention Initiatives for Retaining New and Returning Students

- Generating Weekly Admitted Reports:
 - Deans and Department Chairs
 - Constituent Units – Housing, Health Center, First-Year Students, etc.
 - Telephone Calls – Daily
- Packaging Financial Aid – Appeals, FAFSAs, Verifications, etc.
- Emailing students with balances to seek alternatives for financial assistance.
- Seeking funds to assist with small balances of students who are on trajectory to graduate.
- Developed and implemented more than a number of retention and completion initiatives, for example:
 - Degree In-3 Programs – graduate within 3 years
 - Take 15 – Enroll and pass 15 hours per semester
 - Tiger Tutoring
 - Academic Recovery
 - Degree Works
 - Intrusive Advising
 - Mini Semesters – Xtreme Spring Bread, Maymester, and SUnsatational Summers
 - Advisor Trac

Fall 2018 Enrollment Analysis of Admitted and Registered Returning Students

Undergraduate Admission Applicant Analysis – As of 6-4-2018

Application Summary						
	Admitted	Denied	Incomplete	Grand Total	Admits Freshmen	Admits Transfer
Fall 2017 (as of 6/13/17)	5,257	715	4,684	1,0656	4,395	489
Fall 2018	5,156	756	3,922	9,834	4,411	392
%Diff	-1.9	4.9	-16.2	07.7	0.4	-19.4

Fall 2018 Registered Returning Students Analysis – As of 6-4-2018 (Doesn't include Entering Fall 2018 New Students)

	Undergraduate	Graduate	Total
Fall 2017	3,834	563	4397
Fall 2018	3,079	445	3,524
% Diff	-19.7	-21.0	-19.9

Entering Students Registration for Summer Orientation

Destination TSU Orientation Registrations			
	May 31, 2017	May 31, 2018	% Diff
International	2	0	-100
New First Time Freshman	687	408	-40.6
New Transfer	93	57	-38.7
Total	782	465	-40.5



Quick Facts – Fall 2017

Carnegie Class	Doctoral/Research Intensive
Established	1912
Affiliation or Control	State
Highest Offering	Doctorate
Fall 2015 Enrollment	<u>6,756</u> Undergraduate <u>1,705</u> Graduate <u>8,461</u> Total
Retention (First-Time Freshmen)	64.3%
Six-Year Graduation Rate	TSU-29%/THEC-33%
Faculty	492 Full-Time Instructional; 158 Adjunct
Total Degrees Awarded (Summer 2015-Spring 2016)	1,709
Student Origins	44 States and 41 Countries
Student Residency	64.2% instate 35.8% Out-of-State
Student Ethnic Diversity	69% Black, 19% White, International 6%, Unknown 1%
Average ACT Composite Score	18.7
Average High School GPA	3.07
Student-Faculty Ratio	13:1
School Mascot	Tigers
Colors	Reflex Blue and White
Motto	"Think, Work, Serve"
Cost – Undergraduate - In-State Cost (Tuition, Room, Board)	\$16,634.00
Out-of-State (Tuition, Maintenance, Room, Board)	\$30,626.00
Campus Size	450-acres main campus
With 73 buildings and Avon Williams Campus located downtown	
Academic Calendar	Semester
Principal Degrees	Baccalaureate, Associate, Master, Doctorate
Majors	Undergraduate (40), Graduate (31)
Colleges	Eight Colleges:
	College of Agriculture
	College of Business
	College of Education
	College of Engineering
	College of Health Sciences
	College of Liberal Arts
	College of Life and Physical Sciences
	College of Public Service
Web Address	www.tnstate.edu

Summer Term: Seven Years of Student Enrollment Analysis							
Undergraduate	2012	2013	2014	2015	2016	2017	2018
First-Time Freshmen	157	176	227	195	184	20	17
Returning Freshmen	157	155	169	243	112	129	120
Sophomores	307	300	279	408	357	294	223
Special	148	158	103	120	134	138	128
Juniors	401	432	389	360	473	441	427
Seniors	864	835	915	832	801	840	777
Total Undergraduate	2,034	2,056	2,082	2,158	2,061	1,862	1,692
Graduate							
Special	96	113	101	100	72	125	135
Master	663	709	667	667	601	514	484
Education Specialist	19	8	8	4	2	4	3
Returning PHD	278	284	274	282	256	242	211
New PHD	8	13	12	18	16	14	19
Total Graduate/Professional	1,064	1,127	1,062	1,071	947	899	852
Institution Totals	3,098	3,183	3,002	3,229	3,008	2,761	2,544
Transfer Students (Included in the above totals.)	106	84	102	93	112	67	117

Fall Semester: Seven Years of Student Enrollment Analysis							
Undergraduate	2012	2013	2014	2015	2016	2017	*2018
First-Time Freshmen	1058	1326	1377	1405	1300	1550	2,500
Returning Freshmen	1181	1006	1301	1318	1065	878	351
Sophomores	1178	1157	1225	1393	1373	1218	807
Special	146	147	103	88	138	129	42
Juniors	1244	1275	1148	1234	1306	1235	807
Seniors	1973	1838	1919	1826	1825	1744	1,084
Total Undergraduate	6780	6749	7073	7264	7007	6756	5,591
Graduate							
Special	198	222	201	212	221	247	461
Master	1351	1418	1296	1275	1135	1068	30
Education Specialist	31	26	16	9	11	11	327
Returning PHD	400	378	402	372	348	342	1
New PHD	15	23	39	35	31	37	86
Total Graduate/Professional	1995	2067	1954	1903	1746	1705	906
Institution Totals	8775	8816	9027	9167	8753	8461	7,598
Transfer Students (Included in above totals)	683	657	610	554	524	445	145

Spring Semester: Seven Years of Student Enrollment Analysis							
Undergraduate	2012	2013	2014	2015	2016	2017	2018
First-Time Freshmen	132	112	177	146	110	*NA	67
Returning Freshmen	1,698	1,532	1,710	1,835	1,575	1,501	1,528
Sophomores	1,284	1,216	1,193	1,240	1,388	1,223	1,105
Special	158	144	135	92	93	109	105
Juniors	1,211	1,216	1,176	1,175	1,219	1,231	1,205
Seniors	2,192	2,103	1,996	2,016	1,948	1,879	1,668
Total Undergraduate	6,675	6,368	6,387	6,504	6,334	5,943	5,678
Graduate							
Special	234	219	218	199	190	234	196
Master	1,313	1,394	1,383	1,266	1,151	1,026	923
Education Specialist	56	29	21	12	9	10	9
Returning PHD	382	382	369	393	366	340	353
New PHD	10	19	22	36	32	35	36
Total Graduate/Professional	1,995	2,043	2,013	1,911	1,748	1,645	1,517
Institution Totals	8,670	8,411	8,400	8,415	8,082	7,588	7,195
Transfer Students (Included in the above totals)	304	289	270	254	218	*NA	185

Source: Information Technology Reports

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on the Academic Calendar

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

The document reflecting the 2018-2019 academic calendar is included in your June 21, 2018, Board meeting materials.



ACADEMIC CALENDAR 2018-2019

FALL SEMESTER 2018

Aug 10	Faculty contracts begin
Aug 10	Faculty report for fall semester activities
Aug 13-14	Faculty/ Staff Institute
Aug 15	Residence Halls Open (New Students)
Aug 15-17	Freshmen Orientation
Aug 17	Residence Halls Open (Returning Students)
Aug 20	Classes begin
Aug 20- Aug 24	Late registration/Schedule Adjustment
Aug 31	Campus Wide Assembly – First Year Students 9:00 am – Kean Hall
Sept 3	Holiday-Labor Day
Sept 17	Recognition of Constitution Day
Sept 23-29	Student Study Week – No Activities Scheduled
Oct 1-6	Mid-term Examination Week-all classes meet as scheduled
Oct. 14-20	Homecoming
Oct 16	Founders Day (9:00 a.m. – Kean Hall)
Oct 12	Last day to withdraw from a course and/or the University
Oct 29 – Jan 25	Registration for Spring 2019
Nov 12	Veterans' Day (Nov. 11 – Observed on Nov. 12)
Nov 19-24	Fall Break/Thanksgiving Holiday- No Classes
Nov 26-30	Student Study Week – No Activities Scheduled
Nov 30	Last day of class
Dec 3-7	Final examinations
Dec 8	Commencement – Gentry Complex
Dec 10	Faculty must have posted all grades via “MyTSU”
Dec 24 – Jan 2	Holiday Break – University Closed

SPRING SEMESTER 2019

Jan 2	University Re-opens-8:00 am
Jan 7	Faculty/ Staff Institute
Jan 9	Residence Halls open (New Students)
Jan 10	Freshman Orientation
Jan 11	Residence Halls Open (Returning Students)
Jan 14	Classes Begin
Jan 14-18	Late Registration/Schedule Adjustments
Jan 21	Holiday – MLK – No Classes
Feb 18-23	Student Study Week – No Activities Scheduled
Feb 25 – Mar 2	Mid-term Examination Week-all classes meet as scheduled
Mar 4-9	Spring Break
Mar 22	Last day to withdraw from a course and/or the University
Mar 25 – April 20	Registration for Summer 2019
April 25 – Aug 24	Registration for Fall 2019
Mar TBA	Honors Convocation
April 22-26	Student Study Week – No Activities Scheduled
April 27	Last day of class
April 29 – May 3	Final examinations
May 3 (Friday)	Graduate Commencement Ceremony, 5:00 p.m., Gentry Complex
May 4 (Saturday)	Undergraduate Commencement Ceremony – 8:00 a.m., Hale Stadium
May 6	Faculty must have posted all grades via “MyTSU”

For information regarding TNeCampus Academic Calendar, access the website:

<http://www.tnecampus.org/academic-calendar>

SUMMER TERM 2019	
Maymester	
May 6	Registration
May 6	Classes begin for 3-week session.
May 10	Last day to withdraw from courses
May 23	Last day of classes
May 28	Faculty must have posted grades via “myTSU”
May 27	Holiday Observed
Full – 10 Week Session	
April 2 – May 28	Registration-All Summer Sessions
June 1	Residence Halls open
June 3	Classes begin for full 10-week session.
June 3-5	Late registration/Schedule Adjustments
July 4	Holiday Observed
July 12	Last day to withdraw from 10 week courses
July 12	Last day to withdraw from University
Aug 9	Last day of classes
Aug 12	Faculty must have posted all grades via “MyTSU”
Session I -- Five Week Session	
June 3	Classes begin
June 3-5	Late registration/Drop/Add
June 21	Last day to withdraw from First-session courses
June 21	Last day to withdraw from University
July 4	Holiday Observed
July 5	Last day of classes
Aug 12	Faculty must have posted all grades via “MyTSU”
Session II -- Five Week Session	
July 8	Classes begin
July 8-10	Late registration/Drop/Add for Summer II
July 26	Last day to withdraw from Second-session courses
July 26	Last day to withdraw from University
Aug 8	Last day of classes
Aug 12	Faculty must have posted all grades via “MyTSU”

Final examinations for summer semesters will be scheduled during the last official meeting date/time for each specific course.

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: June 21, 2018

ITEM: Report on Campus Crime Statistics

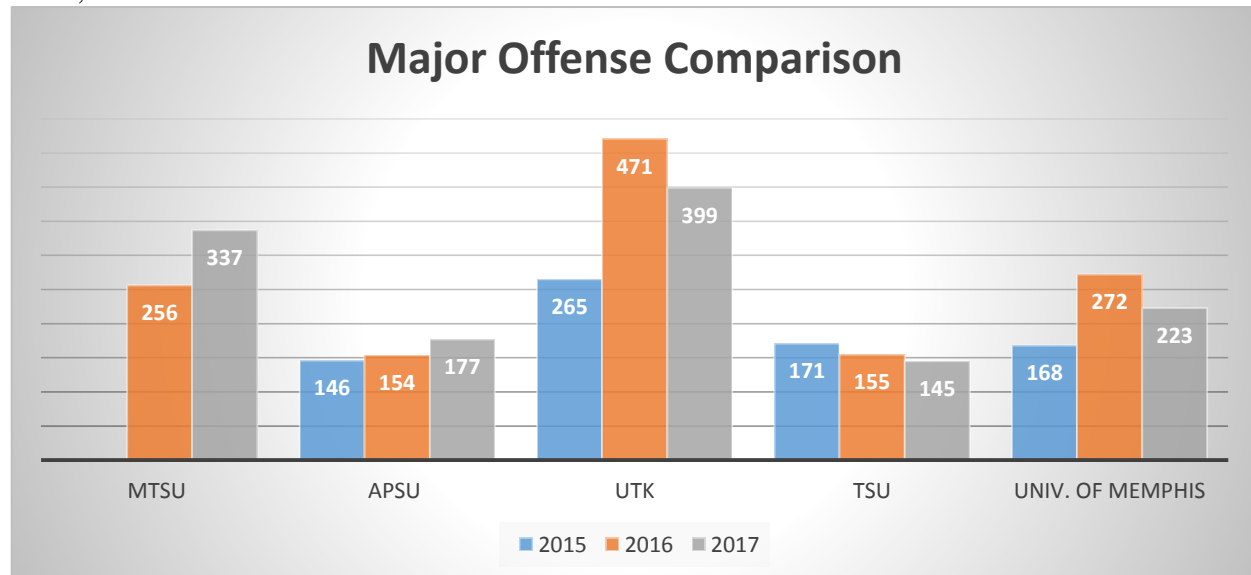
RECOMMENDED ACTION: None

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

**CRIMES ON CAMPUS REPORT – COMPARATIVE WITH SOME OTHER
INSTITUTIONS**

This chart shows a comparison of the total number of major offenses for 2015 – 2017 reported by Tennessee State University and some other Tennessee universities. The trend shows that TSU has shown a steady decrease in the number of major offenses over the past three years.

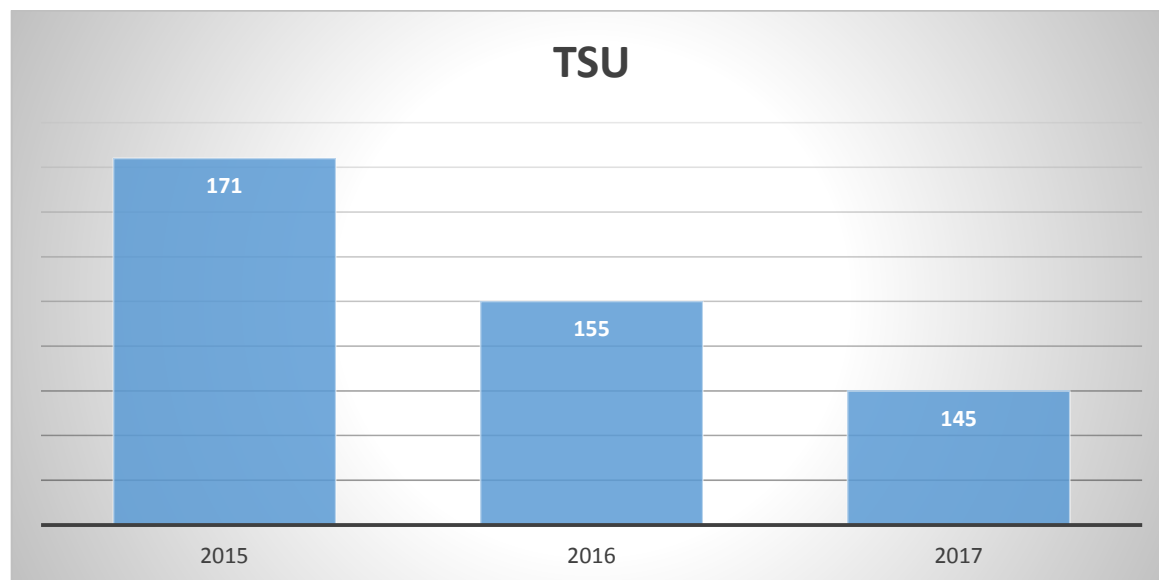
As to some of the other Tennessee universities, the University of Tennessee – Knoxville (UTK) has fluctuated in crimes reported over the past three years with an increase in the number of major offenses. Middle Tennessee State University (MTSU) has increased continuously over the past two reporting years. Austin Peay State University has also shown a gradual, but steady increase in crimes reported over the past three years, and the University of Memphis has fluctuated as well in some areas, but overall there has been an increase.



In 2015, TSU reported one hundred and seventy one (171) major crimes. In 2016, there were one hundred and fifty five (155) reported major crimes resulting in a nine percent (09%) decrease with a

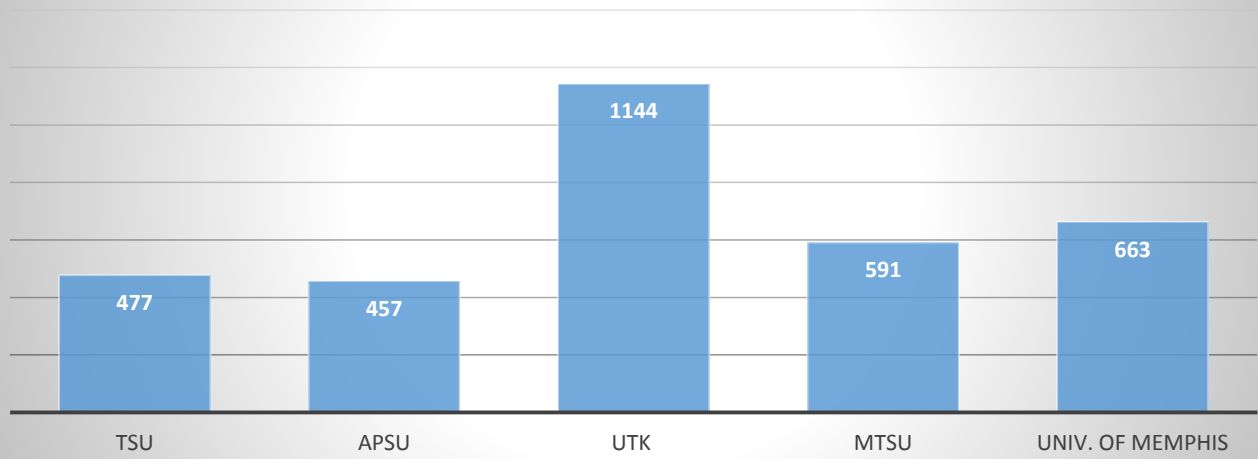
difference of sixteen (16) reported incidents. In 2017, TSU reported one hundred and forty five (145) reported major offenses resulting in a decrease of six percent (06%). Over the last three years, TSU has seen a fifteen percent (15%) decrease in the number of reported major offenses. TSU is the only institution of the listed universities with a reduction of major crimes overall throughout the two year period.

There are several factors attributable to the reduction in crime at Tennessee State University since 2016, including a culture change at the university and the police department. We have begun proactive policing (zones, bike unit, liaison roles, stronger relationships within the TSU community, direct patrol focus on areas of previous concern) at the institution, ownership of calls, additional training in many areas, and the restructuring of organizational concerns within the department. All of these have contributed to the success in decreasing crime, and changing the perception at the police department. With respect to policing, it is often said, “in this business, things can change overnight,” but there truly has been a concerted effort in “minimizing victimization opportunity.”



When comparing the total reported number of major crimes over the past three years from each University, you see that TSU and APSU have the lowest total number of major crimes reported, compared to the other four (4) Universities.

Crime Comparison Totals



TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: June 21, 2018

ITEM: Student Affairs Report

RECOMMENDED ACTION: None

PRESENTED BY: Chair of Academic Affairs and Student Affairs Committee,
Trustee Pamela Martin

Student Affairs Report
Student Health and Wellbeing

TSU continues to improve our efforts to address out of class factors that negatively affect students' academic, professional, and personal achievement. When basic needs (money, housing, food, and healthcare) are not met, students struggle in their quest to acquire a college degree.

According to the EAB report, *Addressing College Students' Basic Needs*, 20% of students at four-year institutions in the United States have very low food security and 64% of food-insecure students experience housing insecurity. Approximately 55% of students with very low food security experience symptoms of depression; 25% of basic needs insecure students consequently drop a class; there is a 15 times higher chance that food-insecure students will fail a class; and less than 20% of basic needs insecure students graduate in five years. To address the basic needs of our students more effectively, the offices primarily charged with addressing these matters will work closely together to provide an integrative approach to helping students.

Mission: Through the work of student health, counseling, wellness, and care management teams, the University seeks to enhance the physical, mental and emotional health of students in order to assist them in achieving academic success, personal development, and lifelong wellness by providing an integrated program of quality, accessible, confidential services, tailored to their unique and diverse needs.

Through health care services, consultation and education, the University strives to aid the campus community in developing a healthy campus environment consistent with Tennessee State University's motto, "*Think. Work. Serve.*"

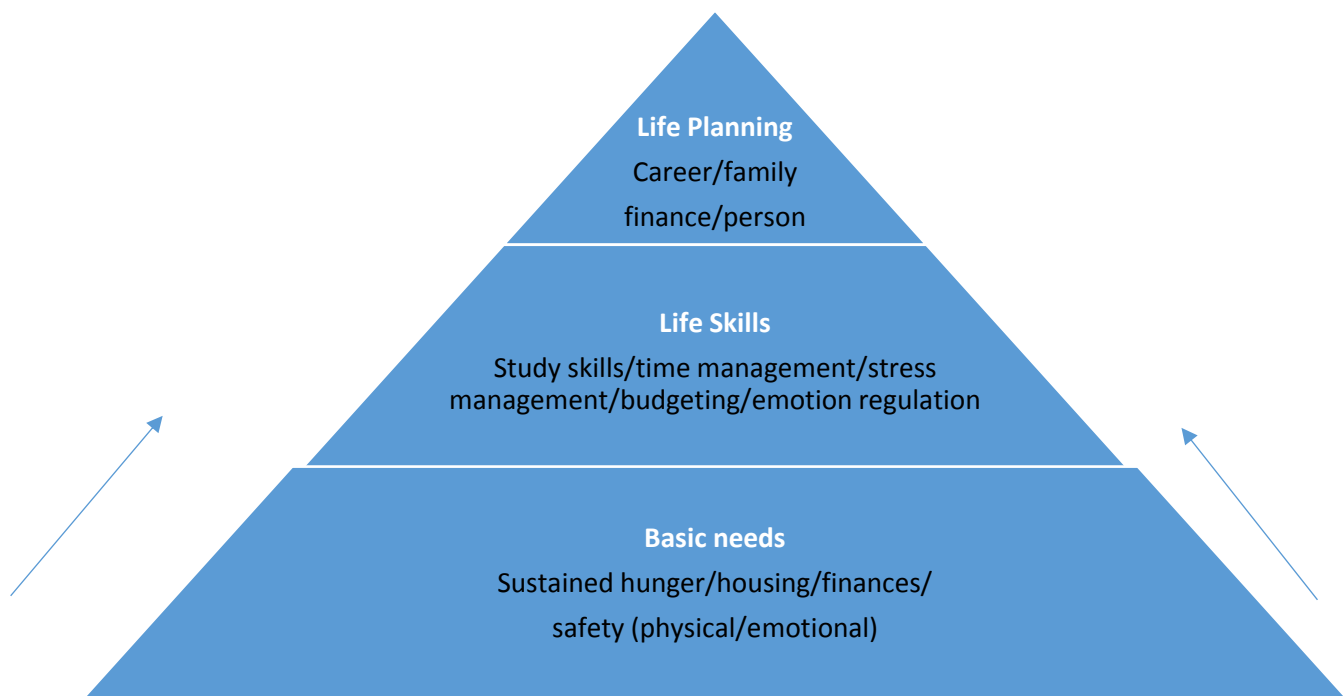
Student Health Center will continue to provide non-emergent urgent care and primary care medical services for all currently enrolled, eligible students at no cost.

Counseling Center is a mental health site designed to provide comprehensive mental health services to the students of TSU at no cost.

Ralph H. Boston Wellness Center offers a broad program of sport, recreation, and fitness activities for students, faculty, staff, and alumni. The Center provides life enhancing, recreational

opportunities for the physical, mental, and social interest of the individual. The food pantry is currently located in the Wellness Center.

Care Management is a team dedicated to the wellbeing of the students, faculty, and staff of TSU. The Care team provides care management services addressing issues of sustained hunger, housing insecurity, financial crisis management, healthcare referral, and coordination of care services, life planning, and resiliency training. The care management is free for registered students. All students who engage with the care management center will be encouraged to develop along the pyramid continuum during subsequent follow-up appointments. The care management team's goal is help students gain the necessary skills to avoid crises and, therefore, reduce recidivism rates in the basic needs category. Low basic needs crises will lead to increased rates of persistence towards graduation and a healthier adult life.



**Tennessee State University
Board of Trustees**



**TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MEETING AGENDA**

12:00 p.m. CST
Thursday, June 21, 2018

Tennessee State University – Main Campus
McWherter Administration Building,
President's Conference Room
3500 John A. Merritt Blvd. Nashville, TN 37209

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Executive Committee Report
- IV. Approval of the March 15, 2018, Executive Committee Meeting Minutes
- V. Approval of Executive Committee's Recommended Employment Agreement for President Glover and Delegation of Authority to the Board Chair to Execute the Agreement
- VI. Discussion of Board Executive Committee Procedures Governing the President's Annual Performance Review
- VII. Adjournment

**Tennessee State University
Board of Trustees**



**Approval of the
March 15, 2018,
Executive Committee
Meeting Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the March 15, 2018, Executive Committee Meeting Minutes

RECOMMENDED ACTION: Approval

PRESENTED BY: Chair of the Executive Committee,
Board Chair Joseph Walker, III

The document reflecting the minutes from the March 15, 2018, Executive Committee meeting is included in the June 21, 2018, Board materials.

MOTION: To approve the minutes from the Board of Trustees' March 15, 2018, Executive Committee meeting, as contained in the Board materials for the Board's June 21, 2018, meeting.

**Tennessee State University Board of Trustees
Executive Committee Meeting- March 15, 2018
Tennessee State University – Main Campus – McWherter Administration Building,
President’s Conference Room – 3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Executive Board Members Present: Trustee Deborah Cole and Trustee Pam Martin.

Other Board Members Present: Dr. Edith Peterson Mitchell (by phone), and Dr. Ali Sekmen.

University Staff Present: President Glenda Glover, University Counsel and Board Secretary, Mr. Laurence Pendleton, and Chief of Staff, Dr. Curtis Johnson.

I. CALL TO ORDER

Vice Chair Cole called the meeting to order at 11:00 a.m. She noted that she would be presiding over the meeting in Chair Walker’s absence. She then proceeded to the second item on the agenda.

II. ROLL CALL/DECLARATION OF A QUORUM

Vice Chair Cole asked the Board Secretary, Mr. Laurence Pendleton, to call the roll. The following Executive Committee Trustees were noted as present: Trustee Cole and Trustee Martin.

Secretary Pendleton announced the presence of a quorum.

III. APPROVAL OF NOVEMBER 16, 2017 EXECUTIVE COMMITTEE MEETING MINUTES

Vice Chair Cole introduced the first order of business — the approval of the November 16, 2017, Executive Committee meeting minutes. Vice Chair Cole informed the Committee that the minutes for the Executive Committee’s November 16, 2017, meeting were included in the Board materials for the March 15, 2018, Board meeting.

Vice Chair Cole moved to recommend to the full Board the approval of the November 16, 2017, Executive Committee meeting minutes, as contained in the Board materials for the March 15, 2018, Board meeting. Trustee Martin seconded the motion. With there being no discussion, Vice Chair Cole called for a vote. The motion carried unanimously.

IV. ADOPTION OF BOARD EXECUTIVE COMMITTEE PROCEDURES GOVERNING THE PRESIDENT’S ANNUAL PERFORMANCE REVIEW

Vice Chair Cole introduced the second order of business—the adoption Board Procedures governing the President’s Annual Performance Review. She noted that the proposed procedures were included in the Board materials for the March 15, 2018, Board meeting.

Vice Chair Cole shared that, pursuant to Board Policy No. 004, the Board shall evaluate the President’s job performance on an annual basis. She also reminded the Committee that under Policy No. 004, the Board has delegated to the Executive Committee the authority to organize and conduct

an annual performance review of the President, in accordance with procedures adopted by the Executive Committee.

Vice Chair Cole further stated that at the August 17, 2017, Executive Committee meeting, the Executive Committee reviewed and discussed the Executive Committee procedures governing the President's annual performance review. She also noted that Chair Walker discussed the procedures as part of the Executive Committee report at the August 17, 2017 Board meeting.

Vice Chair Cole also commented that at the November 16, 2017, Board meeting, the full Board addressed the President's annual performance review procedures. At that time, Trustee Sekmen made some comments on the procedures, including a request to include a comprehensive review for the President, and a request to permit specific faculty input as part of the Executive Committee's evaluation procedures. Vice Chair Cole noted that the Board voted to refer the procedures back to the Executive Committee for consideration of possible modifications to the procedures.

Vice Chair Cole then yielded the floor to Secretary Pendleton to discuss the modifications that were incorporated into the proposed annual performance review procedures. Secretary Pendleton informed the Committee that following the November 16, 2017, Board meeting, he spoke with Trustee Sekmen and Chair Walker regarding Trustee Sekmen's comments on the annual performance review procedures. Secretary Pendleton also indicated that he had conducted additional research on the annual performance evaluation procedures followed by other institutions.

Secretary Pendleton stated that based on his conversations with Trustee Sekmen and Board Chair Walker, and information developed from his additional research, the proposed annual performance review procedures now include a comprehensive review of the President's performance. He also commented that the solicitation of feedback provision remained the same as the previous version of the procedures. Secretary Pendleton thanked Trustee Sekmen for his input and efforts to enhance the procedures. Trustee Sekmen voiced his support of the modification and the procedures.

Vice Chair Cole then asked President Glover if she had any comments, and President Glover replied that she did not.

Vice Chair Cole advised that in accordance with Board Policy 004, the Executive Committee would need to vote on whether to recommend to the Board the adoption of the Executive Committee Procedures governing the President's Annual Performance Review, as contained in the March 15, 2018, Board materials.

Vice Chair Cole then moved to approve a recommendation to the Board that the Board adopt the Executive Committee's procedures governing the President's annual performance review as contained in the March 15, 2018, Board meeting materials. Trustee Martin seconded the motion. Vice Chair Cole called for a vote. The motion carried unanimously.

V. REPORT ON PRESIDENTIAL COMPENSATION REVIEW

Vice Chair Cole moved to the next agenda item – a discussion of the Presidential Compensation Review. Vice Chair Cole informed the Board that the materials for the agenda item were included in the materials for the March 15, 2018, Board meeting.

Vice Chair Cole commented that at the November 16, 2017, Executive Committee meeting, the Committee asked the President and/or her designee to conduct a compensation review to assess the

competitiveness of the President's compensation compared to Presidents at peer institutions in order for the Board to ensure that it can retain and attract an outstanding chief executive officer by providing competitive base compensation.

Vice Chair Cole yielded the floor to President Glover and her designee to provide pertinent information related to the agenda item. President Glover asked Secretary Pendleton to provide information on this agenda item. Secretary Pendleton discussed the compensation review document. He identified the institutions that were part of the review, including former TBR institutions and other HBCUs.

Secretary Pendleton also discussed the salaries of the Presidents at the identified institutions. Secretary Pendleton commented on the average salaries for University Presidents in Tennessee and HBCU Presidents. He noted President Glover's salary and benefits fell below the average salary and benefits for the other Presidents at "peer" institutions. He further noted that despite this shortfall, President Glover has been adamant that she does not want a salary raise at this time. Vice Chair Cole then indicated there was no vote required, as this was an informational discussion item.

Trustee Sekmen voiced his support for President Glover's salary to be competitive with peer institutions and commended President Glover for not wanting an increase in her salary at that time. He also expressed his view that the Executive Committee should consider faculty salary levels, university revenues, and enrollment figures when determining future increases in the President's salary.

Vice Chair Cole asked President Glover if she had any comments and President Glover reiterated that she does not want a salary increase at this time. Vice Chair Cole stated that the Board would take up any salary issues in connection with President Glover's annual performance evaluation.

VI. APPROVAL OF DELEGATION OF AUTHORITY TO EXECUTIVE COMMITTEE TO CREATE AN EMPLOYMENT CONTRACT FOR PRESIDENT

Vice Chair Cole moved to the next item on the agenda - the Board delegation of authority to Executive Committee to create contract with the President. Vice Chair Cole noted that information regarding this agenda item is contained in the Board materials for the March 15, 2018, Board meeting.

Vice Chair Cole asked Secretary and University Counsel Pendleton to address this agenda item. Secretary Pendleton noted that according to an American College President study, the majority of university Presidents serve under a multi-year Presidential contract with standard terms including benefits, salary, automobile use, housing provision, and other terms. Secretary Pendleton also noted that this agenda item would authorize the Executive Committee to create an employment contract with President Glover, with said contract subject to approval by the full Board. Secretary Pendleton commented that the Tennessee Tech University Board of Trustees was in the process of developing and approving a contract for its President and MTSU was examining a possible contract for its President.

Vice Chair Cole asked President Glover for any comment. President Glover noted the statistics Secretary Pendleton referenced on the percentage of Presidents serving under a standard Presidential contract. She also voiced her support for creating a contract with the Executive Committee.

Vice Chair Cole then reiterated that this item only seeks authorization for the Executive Committee to create a contract with President Glover. The contract that is developed will be subject to approval by the full Board at the June 21st Board meeting, or a board meeting thereafter.

Vice Chair Cole then moved for the Executive Committee to recommend to the full Board that the Board delegate authority to the Executive Committee to create a contract with President Glover, as reflected in the March 15, 2018, Board materials. Trustee Martin seconded the motion. Vice Chair Cole called for a vote. The motion carried unanimously.

VII. PRESIDENT'S RECOMMENDATION FOR BOARD APPOINTMENT OF STUDENT TRUSTEE

Vice Chair Cole moved to the next item on the agenda - a report on the President's recommendation for Board appointment of the Student Trustee.

Vice Chair Cole recognized President Glover to discuss this agenda item. President Glover commented that she utilized the same process as last year to identify a student for recommendation to the Board to serve as the next Student Trustee. President Glover stated that the process utilized last year yielded a very talented person, Ms. Sydnie Davis, to serve as Student Trustee.

In describing the recommendation process, President Glover commented that the Student Government Association sent out announcements and solicited applications from students who were interested in serving as the next Student Trustee. She noted that the SGA evaluated numerous applicants for review by Cabinet members and other Student Affairs staff members. Following the evaluation and interviews by Cabinet members and Student Affairs staff, the reviewers recommended two candidates to her for an interview.

She indicated that after conducting interviews, she decided to recommend Ms. Braxton Simpson as the next Student Trustee. President Glover stated that Ms. Simpson is a freshman honor student majoring in agribusiness in the College of Agriculture. She also noted that Ms. Simpson is a native of Marietta, Georgia, a Dean's Scholar, and a member of Minorities in Agriculture, Natural Resources, and Related Sciences. President Glover highlighted that Ms. Simpson has secured a multi-year paid internship with a Fortune 200 company, Monsanto, while also maintaining a 4.0 G.P.A. President Glover also shared that Ms. Simpson is a member of the President's list, and Student Government Association, while holding the title of Miss. Freshman.

President Glover stated that for these reasons, she is recommending that the Board appoint Ms. Simpson to serve as the Board's next Student Trustee.

Vice Chair Cole thanked Dr. Glover for her comments and noted that the full Board will be taking up this agenda item for a Board vote.

VIII. ADJOURNMENT

Vice Chair Cole opened the floor for any additional business. After seeing none, Vice Chair Cole moved for adjournment. Trustee Martin seconded the motion.

With there being no discussion, Vice Chair Cole called for a vote. The motion carried unanimously. Vice Chair Cole adjourned the meeting at 11:40 a.m.

Tennessee State University

Board of Trustees

**Approval of the Executive
Committee's Recommended
Employment Agreement for
President Glover
and Delegation of Authority
to the Board Chair to
Execute the Agreement**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 21, 2018

ITEM: Approval of the Executive Committee's Recommended Employment Agreement for President Glover and Delegation of Authority to the Board Chair to Execute the Agreement

RECOMMENDED ACTION: Approval

PRESENTED BY: Board Chair, Joseph Walker, III

At the March 15, 2018, Board meeting, the Board authorized the Board Executive Committee to create an employment contract with President Glover, subject to the Board's final approval. The Executive Committee has developed an employment agreement with President Glover.

The employment agreement is similar to the contract the Tennessee Tech University (TTU) Board of Trustees created for the TTU President. The TTU President's agreement also reflects language contained in the University of Tennessee President's contract.

The proposed employment agreement with President Glover also reflects standard terms in Presidential employment agreements at other universities throughout the country. The proposed employment agreement for President Glover contains standard terms governing Presidential contracts, including a five year (which is the term for the Tennessee Tech President), termination for cause and not for cause provisions, a provision governing outside activities by the President, housing provision, tenured faculty appointment, which President Glover already holds, and payout terms related to termination.

MOTION: To approve the Executive Committee's recommended employment agreement for President Glover, as contained in the Board materials for the Board's June 21, 2018, meeting, and delegate authority to the Board Chair to Execute the Agreement.

**EMPLOYMENT AGREEMENT BETWEEN
TENNESSEE STATE UNIVERSITY
AND DR. GLENDA GLOVER**

This EMPLOYMENT AGREEMENT (“Agreement”) is entered into by and between the TENNESSEE STATE UNIVERSITY BOARD OF TRUSTEES (“Board”), the governing board for TENNESSEE STATE UNIVERSITY (“University” or “TSU”), a four year public university and institution of higher education in the State of Tennessee, and DR. GLENDA GLOVER, University President (“Dr. Glover,” “President Glover,” or the “President”).

WHEREAS, Commencing January 2, 2013, Dr. Glenda Glover has served as President of Tennessee State University;

WHEREAS, the University wishes to memorialize the employment of Dr. Glover in her service as President of the University, and Dr. Glover wishes to continue to serve as the President, subject to the terms and conditions of this Agreement;

WHEREAS, both the University and President Glover desire to set forth their respective rights and obligations in this Agreement; and

WHEREAS, by Board action on March 15, 2018, the Board authorized the Executive Committee to develop an employment contract for President Glover, and by Board action on June 21, 2018, the Board authorized the Chair of the Board to execute this Agreement with President Glover.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Article I

Term

- A. Term. The term of this Agreement shall be for five (5) years, commencing on July 1, 2018, and ending on June 30, 2023, unless terminated sooner as provided in this Agreement. This Agreement may be extended for additional terms upon written agreement of the parties.
- B. Expiration/Renewal. President agrees that the Board may allow this Agreement to expire and elect not to renew her appointment as President without complying with any University

personnel policy or procedure applicable to exempt employees, or triggering any contractual liability governing compensation and rights as President.

Article II

Employment as President

The Board currently employs President Glover to serve as President of the University. Effective July 1, 2018, President Glover shall be employed and serve as President of the University, and hereby accepts said employment, upon the terms and conditions, and for the compensation and other benefits, set forth in this Agreement.

Article III

Duties as President

- A. Reporting to the Board. President Glover shall report directly to the Board and shall be responsible to the Board for performing and carrying out the duties and responsibilities as President described herein.
- B. Other Duties and Responsibilities. President Glover's duties and responsibilities shall be those stated in the Board's bylaws and policies as they now exist or as amended from time to time, which are incorporated herein by reference as if fully set out, such other duties as may be assigned from time to time by the Board, Executive Committee, or required by federal or state laws, Board and University rules, policies, and such customary duties and responsibilities for university presidents generally.
- C. Outside Activities. While President Glover is expected to devote her full time, attention and best efforts to the performance of her duties as President, the Board recognizes that it is both appropriate and beneficial for President Glover, in her capacity as President, to engage in outside activities, such as, but not limited to, serving on for-profit, non-profit, and civic boards, consulting, delivering speeches, and writing. President Glover shall provide notice to the Chair of the Board before agreeing to serve as a director or similar position on a board. President Glover's outside activities shall be subject to compliance with the laws and policies described in Article X of this Agreement. With respect to boards on which President Glover currently serves, she shall provide the Chair of the Board with a list of the boards on which she serves no later than sixty (60) days from the date of execution of this Agreement. President Glover shall report annual leave, if applicable, for any time spent on outside service.

Article IV

Salary as President

- A. Base Salary. As compensation for the service to be performed by President Glover pursuant to this Agreement and in accordance with industry norms, the Board, through the University, shall pay President Glover an annual base salary of \$322,520, payable in twelve equal monthly installments and subject to all requirements of state and federal law with respect to withholding or other deductions, through the term of this Agreement, as long as Dr. Glover remains President of the University.
- B. Salary Increases. The Board may authorize increases in base salary based upon the President's performance during the preceding fiscal year in connection with the annual evaluation of her performance in accordance with Article VI. When funds are available for a general salary increase for University employees, the Board, on the recommendation of the Executive Committee, may act to increase the base salary during the term of this Agreement based on meritorious performance by the President or in accordance with any across-the-board salary increase authorized by the State of Tennessee for University employees.
- C. Automatic Adjustments. The base salary shall not be automatically adjusted in accordance with any across-the-board salary increase authorized by the State of Tennessee for University employees.

Article V

Faculty Appointment

- A. Tenured Appointment. Concurrently with her service as President, President Glover currently holds a tenured faculty appointment as Professor of Accounting in the College of Business.
- B. Duties Related to Faculty Appointment. The President shall have no regular duties as Professor of Accounting and she shall receive no additional compensation for this faculty appointment. From time to time, with the prior written approval of the Chair of the Board, President Glover may teach a course as long as doing so will not interfere with performance of her duties as President.
- C. Salary as Tenured Professor. If the Board allows this Agreement to expire without renewing it, or if President Glover voluntarily resigns as President, President Glover shall be permitted to continue as a tenured Professor of Accounting at a salary based on a nine (9) month or twelve (12) month appointment, as appropriate for the department, and based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the expiration or termination of this Agreement or the effective date of the President's

resignation. All other compensation, allowances, privileges, benefits and perquisites related to the position of President shall end no later than thirty (30) days after she ceases to serve as President.

Article VI

Performance Reviews

The President's job performance shall be reviewed annually, and shall be subject to a comprehensive review, in accordance with the Board-approved Procedures Governing the President's Annual Performance Review, as it now exists and as it may be amended in the future. The Board, on the recommendation of the Executive Committee, may pay the President a performance bonus.

Article VII

Fringe Benefits

President shall be eligible for University fringe benefits to the same extent as other full-time, exempt employees of the University, in accordance with University Policy.

Article VIII

Entertainment and Travel Expenses

- A. Reimbursement of Entertainment and Travel Expenses.** The University shall reimburse President Glover for her University related entertainment and travel expenses in accordance with University fiscal policies governing entertainment and travel, as they now exist and as they may be amended in the future. Exceptions to these fiscal policies for President, her spouse, family, or the President's office must be approved by the Chair of the Audit Committee in writing and in advance of any reimbursement. The Chair shall report approved exceptions to the full Audit Committee at its next regular meeting.
- B. Expense Account.** President Glover shall be afforded the use of an expense account, in the amount of \$5,000, to cover expenses that are incurred in the customary role as President. The Vice President for Business and Finance, or another University or Board official designated by the Board, shall maintain records governing expenditures made from said account. The Vice President for Business and Finance or Board designee shall submit a copy of the expense account report to the Chair of the Audit Committee and the Chair of the Board on an annual basis, or upon request by either Chair or a board member.
- C. Use of an Automobile.** The President is entitled to be reimbursed for transportation expenses, including mileage, in accordance the University's travel related policies. The President is also

entitled to utilize the use of a University owned vehicle to transport her to and from University related events, meetings, and other gatherings associated with her role as President. When useful to accommodate President Glover's work schedule and safety, a university employee may transport President Glover in the University owned vehicle when on University business.

- D. Automobile Allowance.** The President shall be provided an annual automotive allowance equal to \$8,400, in the event she elects to purchase a vehicle for her use as President.
- E. Travel Related Honorarium.** If the University pays related travel expenses for a speaking engagement or other professional activity of President, she must remit any honorarium she might receive to the University for credit against the account charged for the travel expenses. President may retain an honorarium only if the University does not pay related travel expenses.

Article IX

Housing

- A. University Residence.** President Glover currently resides in a University owned residence on the Tennessee State University campus (the "President's House"). In order for President Glover to continue to fully perform and efficiently discharge the extensive duties of her position as President, President Glover and her family may continue to reside at the President's House, under the terms set forth in this Agreement, as long as she serves as President. The University shall pay for cleaning supplies and costs of utilities and maintenance for the President's House, including all structures and grounds. President Glover shall be responsible for any personal expenditures, such as personal food and incidentals.
- B. Entertainment and Events at the President's House.** President Glover shall be permitted to entertain at her discretion at the President's House. For the benefit and convenience of the University, the President's House shall be available, and shall be used, for University-related business on a regular and continuing basis.
- C. Housing Allowance.** In the event President Glover chooses not to live in the President's House, the Board Chair shall be authorized to negotiate and execute an agreement with President Glover governing a housing allowance. The Board Chair shall report the agreed upon housing allowance to the Board at the first meeting of the Board following the execution of the housing allowance agreement.
- D. Vacating the University Residence.** Upon President's resignation, reassignment, termination under Article XI, or expiration of this Agreement, and unless otherwise directed by the Executive Committee, President shall vacate the President's House no later than forty-five

(45) days, or, in the case of termination under the disability provision of Article XI.E, no later than sixty (60) days, after the effective date of her resignation, reassignment, or termination, unless the Chair of the Board extends the vacate period.

Article X

University Policies and Procedures

Conflict of Interest Policy and Disclosure Statements

President shall comply with all University rules, policies and procedures applicable to exempt employees, now in effect or hereafter adopted or amended, including, but not limited to, the University's Conflict of Interest policy. President is not authorized to make an exception to any University policy or procedure for herself, her spouse, family, or the President's office. President shall timely file a disclosure statement with the Tennessee Ethics Commission as required by Tennessee Code Annotated §§ 8-50-501 *et seq.*

Article XI

Termination

- A. Termination without Cause. In its sole discretion and at any time during the term of this Agreement, the Board may elect to terminate this Agreement without cause upon written notice to President. The Board shall not be required to comply with any University personnel policy or procedure related to employee discipline or any other University policy or procedure applicable to exempt employees.
1. Payment upon Termination without Cause. If the Board terminates this Agreement without cause under this Article XI.A. and President elects to resign her tenured faculty appointment, the University shall pay the President an amount equal to President's final base salary as President times the number of years (including the pro-rata portion of a year) remaining in the term of the Agreement. Such payment shall be made in a lump sum, subject to all requirements of state and federal law with respect to withholding and other deductions, with the payment due on the University's next regular payday that follows the date of termination.
 2. Continued Employment as Tenured Professor upon Termination without Cause. If the Board terminates this Agreement without cause under this Article XI.A and President elects to continue employment with the University in her tenured faculty appointment as permitted by Article III of this Agreement, the following provisions shall apply:

- a. President's initial salary shall be fifty percent (50%) of her final base salary as President and shall continue at that rate during the remaining term of the Agreement.
- b. The University shall also pay President in an amount equal to 25% of President's final base salary ("25% payment") times the number of years (including the pro-rata portion of a year) remaining in the term of the Agreement. Provided the President fulfills all the requirements of this subsection, the University's 25% payment shall be made as a lump sum, subject to all requirements of state and federal law with respect to withholding and other deductions, with the payment due on the University's next regular payday that follows the expiration of sixty (60) days from the date of termination. The obligation of the University to pay the 25% payment shall be conditioned on President signing, timely returning to the University, and not revoking a release of claims in the form provided by the Board by the deadline specified therein, which in all events shall be no later than the sixtieth (60th) day from the date of termination.
- c. At the expiration of the term of the Agreement, President's salary will be determined based on a 9-month or 12-month appointment, as appropriate for the department, and, at the sole discretion of the Board, based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the expiration of this Agreement.

3. Limitation on Liability Related to Benefits. In no event shall the University's liability include payment of benefits or perquisites solely related to the position of President.

B. Termination for Cause. The Board, on the recommendation of the Executive Committee, may terminate this Agreement at any time for cause. "Cause" shall include any one or more of the following, as determined in the sole discretion of the Board: (1) failure to cure, after reasonable notice and opportunity to cure, deficiencies identified by the Board in a performance review or other writing; (2) indictment, admission of guilt, plea of *nolo contendere*, or conviction of a felony or a non-felony (except minor traffic citations); (3) theft or misappropriation of state or University funds, property, services, or other resources, including, but not limited to, misappropriation of state or University resources for personal purposes; (4) conduct that is unbecoming to the office of President or otherwise reflects adversely on the University; (5) refusal to comply with a lawful directive of the Board or its

designee(s); (6) intentional violation of University policies or procedures now in effect and hereafter adopted or amended; (7) dishonesty or other violation of professional ethics or responsibilities; (8) acts constituting a conflict of interest under applicable University policies or state law; (9) any material breach of this Agreement; or (10) any act of gross misconduct, as defined by University policy now in effect or hereafter adopted by the University. The grounds for termination contained in this section are separate and independent grounds for termination, and one ground for termination shall not be interpreted in any manner to modify, explain, or restrict any other ground for termination.

1. Written Notice of Termination/Opportunity to Respond. Prior to terminating this Agreement for cause under Article XI.B. of this Agreement, the Chair of the Board shall provide President Glover with a written notice of the cause for termination and an explanation of the evidence supporting termination. President shall also be given an opportunity to respond to the proposed termination in a meeting of the Executive Committee to be held not less than seven (7) nor more than fourteen (14) calendar days, unless extended by the Chair of the Executive Committee for good cause, after the date of receipt of the written notice. At the meeting, President may be represented by counsel of her choice but not by counsel for the University.
2. Application of University Personnel Policy. President Glover agrees that the Board may terminate this Agreement for cause under Article XI.B. of this Agreement without complying with any University personnel policy or procedure related to employee discipline or any other policy or procedure applicable to exempt employees.
3. Resignation of Tenured Faculty Appointment. If the Board terminates this Agreement for a cause described in items (2) through (10) of Article XI.B. of this Agreement, President Glover agrees that the termination shall constitute a simultaneous resignation of her tenured faculty appointment, waiving any and all rights to hearings, appeals, or other procedures otherwise available by virtue of holding a faculty appointment.
4. Suspension Pending Termination Decision. The Board may suspend President with pay pending an investigation or decision relating to termination for cause under Article XI.B. (1) of this Agreement, or without pay pending an investigation or decision relating to termination for cause under Articles XI.B. (2) through (10) of this Agreement. If the Board determines that the allegations against the President are unfounded or otherwise not a sufficient basis for termination for cause under Article XI.B (2) through (10) of the Agreement, the President will be paid for the period

during which she was in an unpaid status.

5. Disciplinary/Corrective Action. For any one or more acts, omissions, or events that could be grounds for termination for cause under Article XI.B. of this Agreement, the Board may take other disciplinary or corrective action against President short of terminating this Agreement. Other disciplinary or corrective action may include, but is not limited to, one or more of the following: (a) written reprimand, (b) suspension with pay, or (c) for a cause described in items (2) through (10) of Article XI.B. of this Agreement, suspension without pay. No such disciplinary or corrective action shall be construed to conflict with or limit the Board's right to terminate this Agreement during or subsequent to such disciplinary or corrective action.
 6. Limitation on Additional Salary, Benefits, and Privileges. Upon the Board's termination of this Agreement for cause pursuant to Article XI.B. of this Agreement, President Glover shall not be entitled to further salary, housing, fringe benefits, privileges, perquisites, or any other form of compensation as President, except as expressly provided in this Agreement. If the Board permits the President to continue employment in her tenured appointment, her compensation shall be set at a salary based on a 9-month or 12-month appointment, as appropriate for the department, and, at the sole discretion of the Board, based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the termination of this Agreement.
- C. Reassignment in lieu of Termination. Acknowledging that her service as President is without tenure and solely at the will and pleasure of the Board, President Glover agrees that in its sole discretion and at any time, the Board, without terminating this Agreement, may reassign President to other duties. The Board shall not be required to demonstrate cause to reassign President to other duties; nor shall the Board be required to comply with any University personnel policy or procedure applicable to exempt employees. President agrees that upon reassignment to other duties, her base salary shall continue unchanged until expiration of this Agreement, and she shall continue to be eligible for University fringe benefits to the same extent as other full-time exempt employees of the University. However, all other compensation, privileges, benefits, and perquisites related to the position of President shall cease immediately upon reassignment to other duties.
- D. Termination Upon Death. This Agreement shall terminate automatically upon the death of President, and all salary, fringe benefits, privileges, perquisites, and any other form of

compensation shall terminate as of the calendar month in which death occurs, except that President's personal representatives or other designated beneficiary shall be paid any death benefits due President under University policy now in effect or hereafter adopted by the University. The automatic termination of this Agreement pursuant to this Article XI.D. shall not give rise to any obligation on the part of the University to pay liquidated damages to President under any provision of this Agreement. Upon President's death and unless otherwise directed by the Chair of the Board, President's family shall vacate the President's House no later than sixty (60) days after the death of the President.

E. Termination Upon Disability. This Agreement shall terminate automatically on the date President is disabled as defined herein, unless such termination is waived by action of the Executive Committee. "Disabled" shall mean: (1) in the opinion of a qualified physician retained by the University and consistent with applicable law, President has a physical or mental impairment that prevents her from performing one or more essential functions of President, with or without a reasonable accommodation, and will prevent her from doing so for one hundred twenty (120) consecutive calendar days or longer.

- 1. Compensation Upon Termination.** Upon termination of this Agreement pursuant to this Article XI.E., all salary, fringe benefits, privileges, perquisites, and any other form of compensation from the University shall terminate except as expressly provided in this Agreement.
- 2. Tenured Faculty Appointment.** If this Agreement terminates pursuant to this Article XI.E., President shall be permitted to effectuate her tenured faculty appointment pursuant to Article V.C. of this Agreement, provided, however, the President can perform the essential functions of the tenured faculty position with or without a reasonable accommodation, as determined by the Board, in consultation with designated University personnel. Determinations concerning her continued employment with the University shall be made in accordance with University policies, procedures, and practices applicable to tenured faculty.
- 3. No Additional Monetary Obligations.** The automatic termination of this Agreement pursuant to this Article XI.E. shall not give rise to any obligation on the part of the University to pay liquidated damages to President under any provision of this Agreement.

F. Termination by Mutual Agreement. The Board and President may reach a mutual agreement for termination of this Agreement at any time prior to expiration of this

Agreement, provided such agreement is evidenced by a writing signed by both parties.

- G. Resignation.** This Agreement shall terminate on the effective date of President's resignation or retirement from her employment as President. President shall provide the Chair of the Board a minimum of sixty (60) days' prior written notice of resignation of her employment as President. President shall provide the Chair of the Board a minimum of one hundred-eighty (180) days' prior written notice of her retirement from her employment as President. In its sole discretion, the Board may elect to waive these notice requirements and accept President's resignation or retirement effective as of any date certain. In its sole discretion, the Board may elect to place President on administrative leave with pay for all or any portion of time from the date of notice until the effective date of her resignation or retirement.
- H. Availability of Funds.** In accordance with requirements of state law, and notwithstanding anything in this Agreement to the contrary, this Agreement is subject to the appropriation and availability of funds. If funds are not appropriated or are otherwise unavailable, the University reserves the right to terminate this Agreement as of June 30 of any year upon written notice to President; provided, however, that President's right under Article V.C. of this Agreement to continue as a tenured faculty member shall survive the termination of this Agreement under Article XI.H. President agrees that termination of this Agreement under this Article XI.H. shall not be deemed a breach of this Agreement by the Board and that upon such termination, she shall have no right to recover from the University any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

Article XII

Miscellaneous

- A. Complete Agreement.** This Agreement contains the complete agreement between the parties concerning President Glover's appointment as President. Neither party has made any representation with respect to the subject matter of this Agreement not specifically included in this Agreement, nor has either party relied on any such representation in entering into this Agreement. This Agreement fully supersedes any and all prior agreements or understandings, written or oral, involving President Glover's service as President.
- B. Modification.** This Agreement may only be modified by a writing signed by both parties.

- C. Severability. The invalidity of any portion of this Agreement shall not be deemed to affect the validity of any other provision. In the event any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.
- D. Governing Law. This Agreement shall be interpreted in accordance with Tennessee law without reference to its choice of law principles.
- E. Waivers. A party's failure to respond to a breach by the other party shall not operate as a waiver of rights under this Agreement or otherwise. Any delay or omission by a party in its exercise of any right or power accruing upon any breach shall not impair or constitute a waiver of such right or power by that party, and any such right or power may be exercised from time to time and as often as may be deemed expedient. The waiver of any breach of any of the terms and conditions of this Agreement shall not be construed as subsequently waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no forbearance or waiver had occurred.
- F. Execution and Counterparts. This Agreement shall not be effective unless executed by an authorized Board representative and President Glover. This Agreement may be executed in multiple counterparts, each of which shall be regarded for all purposes as an original constituting but one and the same instrument.
- G. Records and Documents. All documents, files, records, papers, reports, materials, correspondence, and copies thereof (in any format, including electronically stored information), received or prepared by President in the course of performing, or as an incident to, President's duties and responsibilities under this Agreement are and shall remain the sole property of the University. Within three (3) days of the expiration or termination of this Agreement, President shall return all University property in her possession. The foregoing provisions shall not apply to President's personal notes, personal memorabilia, diaries, and similar personal property of President that she is entitled to retain.
- H. Deductions for Amounts Owed. Upon termination of this Agreement, University may deduct any amounts President Glover owes to the University from President Glover's salary payments or from any other payouts.
- I. Assignment. President Glover's obligations, duties, rights and interests under this Agreement shall be personal and not assignable or delegable in any manner whatsoever.

- J. Claims.** Any and all monetary claims against the Board, University, or State of Tennessee, including their respective officers, agents, governing board members, and employees, shall be submitted to the Board of Claims or the Claims Commission of the State of Tennessee and shall be limited to those provided for in T.C.A. §9-8-307.
- K. Confidentiality.** President Glover acknowledges that as a result of her employment, she will have access to substantial confidential and/or propriety information, including but not limited to, business and strategic plans, faculty files, office files, documents pertaining to admissions, business and contractual relationships, internal financial data of the University, and protected student information. President Glover agrees and acknowledges that this information is sensitive and confidential and should be available to the public except as may be required by law or for the governance and administration of the University. Accordingly, following the term of her employment as President of the University, Dr. Glover agrees that she will not at any time, disclose or cause to be disclosed to any person or entity any Confidential Information except (a) to the extent that such information is already in the public domain not as a result of a breach of this Agreement; (b) where required to be disclosed by court order, subpoena or other government process; or (c) to the extent necessary to enforce the terms of this Agreement.
- L. Joint Preparation.** Each party hereto shall be viewed as an equal participant to the drafting of this Agreement, and each party agrees that there shall be no presumption against the drafting party.
- M. Titles, Headings and Sub-Headings.** The titles to the articles and paragraph headings of this Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.
- N. Notices.** All notices required or allowed by this Agreement shall be hand delivered, emailed – receipt acknowledgment requested, or mailed by certified mail, postage prepaid, return receipt requested. Unless and until changed by a party giving written notice to the other, the addresses below shall be the addresses to which all notices required or allowed by this Agreement shall be sent:

If to the Board:

Tennessee State University

Attn: Laurence Pendleton, University Counsel and Board Secretary

3500 John Merritt Boulevard

Suite 260
Nashville, TN 37209-1561

If to the President:

Dr. Glenda Glover
Office of the President
Tennessee State University
3500 John Merritt Boulevard
Campus Post Office Box 9626
Nashville, TN 37209-1561

THIS AGREEMENT, having been approved by the Board of Trustees of Tennessee State University, is entered into by Dr. Glenda Glover and the Board, through its designated representative, this ____ day of _____, 2018.

THE BOARD OF TRUSTEES OF
TENNESSEE STATE UNIVERSITY

DR. GLENDA GLOVER

By:

Board Chair

Glenda Glover, President

Dated: _____

Dated: _____

Approved as to form and legality:

Laurence Pendleton, University Counsel & Board Secretary
Tennessee State University

Date

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

DISCUSSION ITEM

DATE: June 21, 2018

ITEM: Discussion of the Executive Committee's Procedures
Governing the President's Annual Performance Review

RECOMMENDED ACTION: None

PRESENTED BY: Chair of the Executive Committee,
Board Chair Joseph Walker, III

The Board approved the Executive Committee's Procedures governing the President's Annual Performance Review at its March 15, 2018, Board meeting. The Procedures are included in the materials for reference.

**Tennessee State University Board Executive
Committee Procedures Governing the
President's Annual Performance Review**

I. Purposes

- A. General Purpose. The procedures and process described herein are implemented to establish the method by which the Board shall evaluate the President's performance on an annual basis. The procedures/process set forth below allow the Board the opportunity to provide input into the President's annual evaluation while affording the President the same level of confidentiality enjoyed by all other Tennessee State University employees.
- B. Specific Purposes. The specific purposes of the annual performance review are:
1. To enable the President and the Tennessee State University Board of Trustees ("Board") to set mutually agreeable goals in connection with the President's performance of her/his responsibilities/duties,
 2. To assess the President's progress and achievement on the established goals,
 3. To assist the Board in determining whether the President's performance is effective,
 4. To enable the President to enhance his or her performance and leadership,
 5. To promote good communications and strong working relationships between the President, the Board, and Tennessee State University constituencies, and
 6. To assist the Board with decisions on compensation and other terms of employment for the President.

II. Responsibility

- A. Pursuant to TSU Policy 004 (Selection, Evaluation, and Retention of the President), the Board is responsible for assessing the President's annual performance.
- B. Pursuant to TSU Policy 004, the Board has delegated to the Executive Committee the responsibility for organizing and conducting an annual performance review of the President.

III. Process for the President's Annual Performance Review

- A. The President shall prepare a confidential written self-assessment statement in a format and according to a timetable mutually agreed upon by the President and the Executive Committee. The confidential statement shall include the following:
1. Progress toward meeting goals and expectations previously agreed upon¹ by the President and the Board,
 2. Assessment of Tennessee State University's strategic directions pertaining to its mission and vision statements,

¹ This requirement is not applicable to the President's evaluation in fiscal year 2018 or in the first year of any subsequent President's tenure. In those cases, the President shall identify reasonable goals in writing and submit them to the Executive Committee and Board for approval.

3. Assessment of contributions to the overall academic quality of Tennessee State University, including its achievements and accomplishments,
 4. Assessment of Tennessee State University's financial status,
 5. Identification of significant institutional challenges faced over the prior year, and a prospective statement of challenges and opportunities facing Tennessee State University in the upcoming year, and
 6. Goals proposed by the President for the coming year.
- B. After receipt of the President's confidential self-assessment statement, the Executive Committee will confidentially share the President's self-assessment with the Board and solicit confidential feedback from the Board members on the President's statement.
 - C. The Executive Committee, in its sole discretion or at the request of the Board, may solicit confidential feedback from faculty, administrators, or staff, as needed.
 - D. The Chair of the Board or a member of the Executive Committee designated by the Chair (either of whom hereinafter referred to as "the Executive Committee Representative") will summarize the comments from the Board and others invited by the Executive Committee to provide feedback, and share the summary with the Executive Committee for its review.
 - E. Based on the summary of the materials received, the Executive Committee Representative will meet with the President concerning the President's self-assessment statement, feedback received, and the President's goals and expectations for the coming year.
 - F. Based on the President's self-assessment statement, feedback received, and the meeting with the President, the Executive Committee Representative will prepare a confidential draft written assessment of the President's performance, and share this assessment with the President and the Board, who may offer confidential written comments concerning this assessment. The Executive Committee Representative will incorporate these comments as appropriate.
 - G. The Executive Committee Representative will provide a copy of the final confidential written assessment to the Board and the President.
 - H. The Executive Committee, in its sole discretion, may vary the requirements of the annual performance review process.

IV. Periodic Comprehensive Review of the President's Performance

- A. The President shall also be subject to a comprehensive performance review every five years.
- B. When a comprehensive review is performed, it is to be incorporated into the annual review process, with such adjustments to the schedule as may be necessary.
- C. At the discretion of the Executive Committee or by request of the Board, the comprehensive review may be performed with the assistance of one or more outside, independent consultants to be chosen by the Executive Committee.

- D.** The specific details for a comprehensive review will be determined by the Executive Committee in consultation with the consultant, if one is utilized, and the President.
- E.** The comprehensive review shall include input from the University administration, faculty, staff, and students, and may include input from others, including alumni leadership and community members.

Adopted: March 15, 2018.

**Tennessee State University
Board of Trustees**



**THE PRESIDENT'S
REPORT**

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: President's Report

RECOMMENDED ACTION: None

PRESENTED BY: Glenda Glover, President

To be presented by President Glover at the June 21, 2018, Tennessee State University Board of Trustees meeting.

**Tennessee State University
Board of Trustees**



**BOARD CHAIR'S
REPORT**

BOARD OF TRUSTEES

INFORMATION ITEM

DATE: June 21, 2018

ITEM: Board Chair's Report

RECOMMENDED ACTION: None

PRESENTED BY: Board Chair Joseph Walker, III

To be presented by Board Chair Joseph Walker, III, at the June 21, 2018, Tennessee State University Board of Trustees meeting.

**Tennessee State University
Board of Trustees**

