

## Tennessee State University Board of Trustees

### **Policy No. 006: Board Consideration of Increases in Tuition and Mandatory Fees**

#### **I. Purpose**

The purpose of this policy is to comply with Tennessee's Tuition Transparency and Accountability Act ("Act") by: (1) implementing a notice period prior to the Board's scheduled consideration of proposed tuition and mandatory fee increases; (2) developing factors to be considered in the development of recommendations to increase tuition and mandatory fees; and (3) authorizing the issuance of required reports and other actions.

#### **II. Notice Prior to Board Meeting to Adopt Increases in Tuition and Mandatory Fees**

##### **A. Notice Period.**

- (1) At least fifteen (15) days prior to holding a Board meeting to adopt an increase in tuition and mandatory fees, the Board shall give public notice of the proposed tuition and mandatory fee increase as an action item on the board's meeting agenda.
- (2) At least fifteen (15) days prior to holding a Board meeting to adopt an increase in tuition and mandatory fees, the Board shall also give public notice of the proposed increase in tuition and mandatory fees by displaying the following information, at a minimum, on the Board website:
  - (a) An explanation for the proposed tuition and mandatory fee increase;
  - (b) A statement specifying the purposes for which revenue derived from the tuition and mandatory fee increase will be used; and
  - (c) A description of the efforts to mitigate the effect of the tuition and mandatory fee increase on students.
- (3) The Board Chair shall coordinate with the President and other Board staff to effectuate the notice requirements.
- (4) Tennessee State University shall post on its website a summary of the recommendations contained in section II.A (2) of the policy.

##### **B. Comment Period.**

- (1) TSU shall create, on the Board website, a mechanism by which individuals can submit comments on the tuition and mandatory fee increases.

- (2) Individuals shall be permitted to provide comments during the fifteen-day period through a comment section contained on the Board website.

### **III. Factors to be Considered When Developing Recommendations for Increases in Tuition and Mandatory Fees**

#### **A. Factors to be Considered**

- (1) The following factors shall be considered when developing recommendations to increase tuition and mandatory fees:
  - a. Level of State support;
  - b. Total cost of attendance, which includes cost of tuition, mandatory fees, room and board, books and other applicable educational expenses;
  - c. Efforts to mitigate the financial effect on students;
  - d. THEC mandatory tuition and fee ranges;
  - e. Inflationary cost;
  - f. Tuition and fee levels at peer institutions;
  - g. Tuition and fee levels at competing institutions;
  - h. Student demand; and
  - i. Other factors pertinent to the cost of the University's operations and programs of study.

### **IV. Board Authorization regarding Reports and Other Requirements under the Act**

#### **A. Board Authorization regarding Reports Required under the Act**

- (1) The Board authorizes the Tennessee State University President to develop and provide to legally designated authorities any reports required to be submitted under the Act.
- (2) The TSU President shall report to the Board pertinent information involving any report submitted under this policy.

#### **B. Board Authorization regarding Other Actions Required by the Act**

- (1) The TSU President shall be authorized to take any other actions required under the Act, including providing predictive cost estimates to applicants for admission to undergraduate degree programs.

### **V. Citation of Authority for Policy**

T.C.A. § 49-7-1601 et seq.

Approved by Board of Trustees: November 15, 2018