

**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**

8:30 a.m. CST  
Thursday, June 17, 2021

Board Committee Meetings: Via Zoom link:  
Via Zoom link: Meeting ID: 944 7006 3664  
Passcode: 578001

**ORDER OF BUSINESS**

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the March 11, 2021, Academic Affairs and Student Affairs Committee Meeting Minutes
- IV. Approval of 2020-2021 Tenure and Promotion Recommendations
- V. Approval of Academic Program Modification – A Change to the M.S. Psychology, Counseling Psychology Concentration Admission Standards
- VI. Approval of Academic Program Modification – A Change to the M.S. Biology Admission Standards
- VII. Approval of Academic Program Modification – A Move of the Department of Criminal Justice from the College of Liberal Arts to the College of Public Service
- VIII. Approval of TSU Intellectual Property Policy
- IX. Report on SACSCOC Ten Year Accreditation Review
- X. Academic Affairs Report
- XI. Student Affairs Report
- XII. Adjournment

**Tennessee State University  
Board of Trustees**



**Approval of the  
March 11, 2021,  
Academic Affairs  
and  
Student Affairs  
Committee Meeting  
Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of the March 11, 2021, 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 11, 2021, Academic Affairs and Student Affairs Committee meeting is included in the June 17, 2021, Board materials.

**MOTION: To approve the minutes from the Board of Trustees' March 11, 2021, Academic Affairs and Student Affairs Committee meeting, as contained in the Board materials for the Board's June 17, 2021, meeting.**

**Meeting of the Tennessee State University Board of Trustees  
Academic Affairs and Student Affairs Committee Meeting  
March 11, 2021  
Tennessee State University – Electronic  
MINUTES**

**Committee Members Present:** Trustees Pam Martin, Andre Johnson, Ali Sekmen, and Non-voting Member: Tiara Thomas.

**Other Board Members Present:** Trustees Steve Corbeil, Obie McKenzie, Deborah Cole, Richard Lewis, Van Pinnock and Joseph Walker III

**University Staff Present:** President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; Dr. Michael Harris, Interim Provost and Vice President for Academic Affairs; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Assoc. Vice President of Student Affairs; Horace Chase, Vice President of Business and Finance; Dr. Frances Williams, Assoc. Vice President of Research & Sponsored Programs; Terrence Izzard, Assoc. Vice President of Enrollment Management; Dr. Robbie Melton, Graduate School Dean and Assoc. Vice President and Dr. Arlene Nicholas-Phillips, Liaison to the Board of Trustees.

**I. CALL TO ORDER**

Trustee Martin called the meeting to order at 8:30 a.m. on March 11, 2021. She took a moment to welcome the newest member of the Board, Trustee Van Pinnock. Trustee Martin then moved to make certain findings on the record regarding the necessity for conducting the meeting electronically without a physical quorum present due to the coronavirus pandemic. The Committee is set to take up important matters. Participation by electronic means is necessitated by the COVID-19 pandemic and accompanying guidance from the Center for Disease Control (“CDC”) and the State of Tennessee to limit face-to-face contact whenever possible. Electronic participation for the Committee meeting is necessary for the safety of Board members, staff, and guests.

**II. ROLL CALL/DECLARATION OF A QUORUM**

Board Secretary Pendleton called the roll at the committee chair’s request. Trustees Pam Martin, Andre Johnson, Ali Sekmen, and Tiara Thomas were present. Secretary Pendleton announced the presence of a quorum.

**III. APPROVAL OF THE NOVEMBER 19, 2020, COMMITTEE MEETING MINUTES**

Trustee Martin proceeded to the approval of the November 19, 2020, Academic Affairs and Student Affairs Committee meeting minutes.

Trustee Martin moved to recommend to the full Board the approval of the November 19, 2020 Academic Affairs and Student Affairs Committee meeting minutes, as contained in the Board materials for the March 11, 2020, Board meeting. Trustee Sekmen seconded the motion, which carried unanimously by roll call vote.

#### **IV. REPORT ON COVID-19 CORONAVIRUS PANDEMIC ACADEMIC AND STUDENT ISSUES**

Trustee Martin announced the next item on the agenda is the report on COVID-19 Coronavirus Pandemic and student issues. This is an informational item only and no vote is required. Trustee Martin asked President Glover or her designee to provide pertinent information related to this agenda item. The material is included in the March 11, 2021, Board Meeting materials.

President Glover asked Provost Harris to respond to this agenda item. Provost Harris reminded the committee that due to the pandemic, the University continues for a second semester, to move successfully within the virtual space. He stressed the main concerns were health and wellness of the campus community and academic success and retention of our students. Provost Harris stated that 83% of all courses were being delivered virtually, while the many others were in a hybrid format. The courses needing to conduct clinicals with students, were being delivered on ground. He stated that the administration worked closely with the student leadership to ensure that they got what was needed for success. He also mentioned the success of both August 2020 and December 2020 virtual commencement exercises, and planned for May 1, 2021 to be just as successful. Provost Harris concluded by priding Tennessee State University as a national leader regarding the handling of the COVID-19 crisis on campus.

Trustee Martin thanked President Glover and Provost Harris for all that was done regarding the wellbeing of the students and keeping everyone on campus safe.

#### **V. APPROVAL OF ACADEMIC PROGRAM MODIFICATION – TERMINATION OF DESIGN CONCENTRATION IN THE BACHELOR OF SCIENCE IN FAMILY CONSUMER SCIENCE PROGRAM**

Trustee Martin introduced the next item on the agenda as the approval of the academic program modification – termination of design concentration in the Bachelor of Science in Family Consumer Science program. She asked President Glover or her designee to provide pertinent information related to this agenda item. The material is included in the March 11, 2021, Board Meeting materials.

President Glover asked Provost Harris to present on this item. Provost Harris explained that this program was once in the College of Agriculture and in 2017 was moved to the Department of Art when that department was renamed as the Department of Art and Design. At that time the students in the program were given the option of graduating from either College. The last two students in this program have now graduated and so the University has chosen to cancel this concentration and only house it in the Department of Art and Design.

Trustee Martin moved to recommend to the full Board the approval of an academic program modification – termination of design concentration in the Bachelor of Science in Family Consumer Science program, as contained in the Board materials for the March 11, 2021, board meeting. Trustee Sekmen seconded and the motion carried unanimously by roll call vote.

## **VI. APPROVAL OF ACADEMIC PROGRAM MODIFICATION – TERMINATION OF SCHOOL OF PSYCHOLOGY CONCENTRATION IN THE PH.D. IN PSYCHOLOGY PROGRAM**

Trustee Martin introduced the next item on the agenda as the approval of the academic program modification – termination of school of psychology concentration in the Ph.D. in psychology program. She asked President Glover or her designee to provide pertinent information related to this agenda item and noted that the materials for this agenda item are included in the March 11, 2021, Board Meeting materials.

President Glover again asked Provost Harris to present on this agenda item. Provost Harris shared that enrollment in this concentration remains very low and makes us ineligible for accreditation. Hence, terminating this concentration will help us to remain efficient and effective to the needs of our students, and will allow us to strength the program.

Trustee Martin then moved to recommend to the full Board the approval of the academic program modification – termination of school of psychology concentration in the Ph.D. in psychology program, as contained in the Board materials for the March 11, 2021, board meeting. Trustee Sekmen seconded and the motion carried unanimously by roll call vote.

## **VII. APPROVAL OF NEW DEGREE PROGRAM – M.S. IN DATA SCIENCE**

Trustee Martin announced the next agenda item as the approval of the new degree program – M.S. in Data Science. She asked President Glover or her designee to provide pertinent information related to this agenda item. The material is included in the March 11, 2021, Board Meeting packet.

President Glover asked Provost Harris to also comment on this agenda item. Provost Harris stated that he was delighted to present this item and believed that this new program would be an area of growth for the university. He confirmed that all the processes for implementing this new program had been completed and strongly believed this was a program of the future.

Trustee Martin then moved to recommend to the full Board the approval of a new academic program – M.S. in Data Science, as contained in the Board materials for the March 11, 2021, board meeting. Trustee Sekmen happily seconded and added a few comments on the importance of this new program and the role it will play for the university. He added that it brings together 19 faculty from several departments, namely: computer science, mathematics, physics, biology, electrical engineering, business administration and agricultural environmental sciences. He stated that the quality of this fully online program will be very high and will compete with Georgia Tech. The program, as Trustee Sekmen pointed out, will not be taught solely by TSU faculty, but will engage members of the industry and from our industrial partners such as HCA, IBM and Google. As an example, Trustee Sekmen stated that the Data Visualizations course would be taught by a faculty from Google. Trustee Martin thanked Trustee Sekmen and praised him for his involvement. She stated that with President Glover, Provost Harris and other faculty being

involved in this new program, that it would surely be a first class program and that she was very excited.

Trustee Thomas added her excited and praised the administration for this collaborative effort.

Trustee McKenzie wanted to be sure that there would be outside participation in exposing our students to real-world implications of the information brought forward by this program.

Trustee Martin thanked everyone. Seeing no more comments, she then instructed Secretary Pendleton to call the roll and the motion carried unanimously by the roll call vote.

### **VIII. REPORT ON SACSCOC ACCREDITATION REVIEW MATTERS**

Trustee Martin introduced the next item on the agenda as the report on SACSCOC accreditation review matters. Trustee Martin asked President Glover or her designee to provide pertinent information related to this agenda item, as contained in the Board materials for the March 11, 2021, Board Meeting. This is an informational discussion item only so no vote will be required.

President Glover called on Provost Harris to announce the updates relating to this agenda item. Provost Harris was very excited to share that SACSCOC accreditation was now here, and that TSU was ready. The Compliance Certification Report (CCR) was completed. He reminded the committee that in July 2020, the accreditation consultant, Dr. Silver announced that out of 73 principle of accreditation standards, we were non-compliant in 44 of them. Provost Harris then proudly stated that everyone came together, worked long hours into the night, for several nights, and with the assistance of the consultant and the university leadership, was able to submit our CCR report before the due date. The external committee later confirmed that out of 73 standards, we were non-compliant in 14. As a point of reference, Provost Harris explained that when universities present their report, usually 15 to 20 standards are returned showing non-compliance.

We followed up with a Focus Report where the 14 standards were addressed. Silver and Associates again guided us and we all feel very confident in the responses submitted. On February 25, and with the advisement of Silver and Associates, we held a mock SACSCOC visit. The mock session went very well and everyone was very confident that the actual visit in March will be just as successful. Provost Harris wanted to make it known that this accomplishment was the result of a lot of work by a lot of people coming together and working together. One area that is still being completed is standard #13 – audit. This one area we are expecting to receive a deficiency rating since it will not be completed in time so as to be included in this report to SACSCOC before the March visit. Once completed, we will have five months (150 days) to turn this in to SACSCOC. Provost Harris stated that he and others were working with the auditors on a daily basis and making considerable progress.

Provost Harris added information pertaining to the Quality Enhancement Plan (QEP), standard #7.2, which focuses on student learning and/or student success. The university's QEP is entitled CADENCE which represents 7 keys steps: Connect, Assess, Develop, Engage, Navigate, Create



and Excel. This QEP will change the advising process for our students. It is a 5-year plan that will be implemented. He stated that we were very confident in these enhancements.

Trustee Martin then thanked President Glover and Provost Harris for the report.

## **IX. ACADEMIC AFFAIRS REPORT**

Trustee Martin announced the next agenda item as the Academic Affairs Report. Information regarding this Academic Affairs and Student Affairs Committee agenda item is included in your board materials dated March 11, 2021. Trustee Martin asked President Glover and her designee to provide pertinent information related to this agenda item. This is an informational discussion item only so no vote will be required.

President Glover asked Provost Harris to comment on this agenda item. Provost Harris detailed the outline found on pages #109 through #114 in the March 11, 2021, Board Meeting materials. He gave highlights of Fall 2020 and Spring 2021. He shared some of the academic program planning as it related to COVID-19, enrollment, and growth opportunities for the university. Provost Harris also identified and reviewed some of the plans from service units in the Academic Affairs Division. The financial aid and academic success center had experienced operational changes. The Office of the Provost created the Administrative Staff Forum whereby feedback could be garnered directly from front line and end user employees, all in an attempt to identify ways of improvement and training needs.

Provost Harris then went on to briefly mention the implementation of the strategic plan “The Pathway to Excellence 2025” and professional development opportunities for faculty and staff.

Trustee McKenzie emphasized the necessity to include video or digital resources in our teaching techniques/ modalities across the board. He pointed out that in the post-COVID world we should build a bridge with students and professionals in the various fields. Identify TSU graduates in a particular position/job and engage our students in a ‘fireside chat’ with these professionals.

Trustee Martin agreed that this type of learning should be adopted at TSU and reached out to Provost Harris and President Glover. Trustee Thomas added that mentorship was critical for the students at TSU. It gives them an opportunity to see people who look like them in reputable positions. She also suggested that building relationships and networking with the alumni was a great idea.

Trustee Martin then thanked President Glover and Provost Harris for the report. She also thanked Trustee McKenzie and Trustee Thomas for their input.

## **X. STUDENT AFFAIRS REPORT**

Trustee Martin introduced the next item on the agenda as a Student Affairs report. Trustee Martin asked President Glover or her designee to provide pertinent information related to this

agenda item. Information pertaining to this agenda item is included in the March 11, 2021, board materials.

President Glover asked Dean Frank Stevenson to provide pertinent information related to this agenda item. Since this was an informational discussion item, no vote was required. Dean Stevenson shared updates which are outlined on pages #117 and #118 in the Board materials for the March 11, 2021 Board meeting. Dean Stevenson shared with the committee that the Tennessee State University Police Department (TSUPD) was now organizationally located within the Division of Student Affairs. He stated that among the various benefits of having the TSUPD in the Division, was having the opportunity to show the students an example of what good policing looks like, or good community policing. He added that the TSUPD officers on campus are involved and intentional about relationships with students, and that he thought that this was a great model.

Dean Stevenson mentioned the fact that some students work with the police department in securing the campus as a member of Tiger Patrol. He prided the presence of the officers, whether on bike patrol or in patrol vehicles with more computers, for the increased visibility and the reduction of campus crime. A 2018-2019 survey of Freshman students revealed that 85% stated they felt safe on campus. He also shared that the Dignitary Protection Unit provides for added security for our high profile guests and speakers on campus; while the Rape Aggression Defense (RAD) Program provides self-defense training in emergency situations. These were just a few of the reasons why TSU was ranked in the top 5 schools across the country where students felt safest on campus.

Everyone congratulated Chief Gregory Robinson for being selected as the 2019 IACLEA International Administrator of the Year and was also selected as the 2020 SE Region Chief/Director of the Year.

Regarding COVID-19 on campus, Dean shared that currently there were 25 students in the Isolation/Quarantined (IQ) Zone and stated that this was a very manageable number. Recently, there was a unit on campus that experienced a high number, and that unit was isolated and shut down for 14 days. Over the last 10 days, those numbers fell dramatically. On another note, Dean Stevenson shared that students were presently campaigning for Student Leadership positions and were very excited. He then thanked President Glover and others for the increased opportunities for student engagement.

Dean mentioned that a final decision had not been made on whether Commencement will be virtual, in person or in some form of a hybrid format. To that Trustee Thomas expressed her excitement of the possibility of an in-person Commencement and again complimented the administration for listening to the students. She took this opportunity to remind the committee about the proposed TSU Time Capsule project which may be buried for 15, 20 or 25 years with several artifacts.

Trustee Martin commented that although everyone was excited about the possibility of an in-person Commencement, and walking across the stage, that Dr. Glover and the administration

were very concerned about the safety of the students. This decision has everyone very torn but still everyone is still trying to work out a way to make it happen for the students.

Trustee Martin commended Dean Stevenson and his team for everything that was done for our students.

## **X. ADJOURNMENT**

Trustee Martin asked if there was any additional business. Seeing none, she moved to adjourn the meeting, and the motion was seconded by Trustee Johnson which carried unanimously by roll call vote. The meeting was adjourned at 9:40 am.

**Tennessee State University  
Board of Trustees**



**Approval of 2020-21  
Tenure and Promotion  
Recommendations**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of AY 2020-21 Tenure and Promotion Recommendations

RECOMMENDED ACTION: Approval

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

**Background Information:** Per university policy, the President recommends the granting of tenure to eligible faculty members in accordance with the requirements set forth in the TSU policy on tenure and promotion.

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.

As part of the tenure review process during this period, President Glover is recommending sixteen (16) tenure applicants for tenure, as she has determined that the sixteen faculty members meet the condition for tenure. Seventeen applicants had applied 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 the awarding of tenure based on recommendations from the President.

## 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 17, 2021, Board materials.

Through the promotion process, President Glover is recommending twenty-six (26) faculty members for promotion, all of whom meet the conditions for promotion. Twenty-seven applicants had applied 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 promotions based on recommendations from the President.

See Attachment.

**MOTION: To approve the list of recommended candidates for tenure and promotions, as contained in the Board materials for the Board's June 17, 2021, meeting.**

**Proposed Implementation Date:** August 2021

**Item Details:** A total of 16 faculty members are recommended for tenure. The list of faculty members recommended is provided below.

	<b>Name</b>	<b>Department/Division</b>	<b>Current Academic Rank</b>
1	Amarasekare, Kaushalya	Agricultural & Environmental Sciences	Assistant Professor
2	Archer, Reginald	Agricultural & Environmental Sciences	Assistant Professor
3	Barnes, Lynette	Criminal Justice	Associate Professor
4	Baysal-Gurel, Fuyla	Agricultural & Environmental Sciences	Assistant Professor
5	Brahma, Swastik	Computer Science	Assistant Professor
6	Cochrum, Robert	Human Performance & Sport Science	Assistant Professor
7	Ewing, Kaylin (History)	History, Political Science, Geography & Africana Studies	Assistant Professor
8	Fawaz, Fadi (Economics)	Economics and Finance	Assistant Professor
9	Field, Chris (English)	Languages, Literature & Philosophy	Assistant Professor
10	Fouladkhah, Aliyar	Agricultural & Environmental Sciences	Assistant Professor
11	Khanal, Aditya	Agricultural & Environmental Sciences	Assistant Professor
12	McCurry, Charles (Electrical Engineering)	Electrical & Computer Engineering	Assistant Professor
13	Sales, Kaleena	Art & Design	Assistant Professor
14	Van Dyke, Joseph	Music	Assistant Professor
15	Winters, Ali (Social Work)	Social Work & Urban Studies	Assistant Professor
16	Witcher, Anthony	Agricultural & Environmental Sciences	Assistant Professor


**Subject: Promotion recommendations****Proposed Implementation Date:** August 2021**Item Details:** A total of 26 faculty members are recommended for promotion. The list of faculty members recommended is provided below.

	<b>Name</b>	<b>Department/Division</b>	<b>Current Rank</b>	<b>Proposed Rank</b>
1	Amarasekare, Kaushalya	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>
2	Archer, Reginald	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>
3	Barnes, Lynette	Criminal Justice	Associate Professor	<b>Professor</b>
4	Baysal-Gurel, Fuyla	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>
5	Brahma, Swastik	Computer Science	Assistant Professor	<b>Associate Professor</b>
6	Chimba, Deo (Civil Engineering)	Civil & Architectural Engineering	Associate Professor	<b>Professor</b>
7	Cochrum, Robert	Human Performance & Sport Science	Assistant Professor	<b>Associate Professor</b>
8	Ewing, Kaylin (History)	History, Political Science, Geography & Africana Studies	Assistant Professor	<b>Associate Professor</b>
9	Fawaz, Fadi (Economics)	Economics and Finance	Assistant Professor	<b>Associate Professor</b>
10	Field, Christopher (English)	Languages, Literature & Philosophy	Assistant Professor	<b>Associate Professor</b>
11	Fouladkhah, Aliyar	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>
12	Gishe, Jemal	Public Health, Health Administration & Health Sciences	Assistant Professor	<b>Associate Professor</b>
13	Guha, Sujata	Chemistry	Associate Professor	<b>Professor</b>
14	Johnson, Owen	Public Health, Health Administration & Health Sciences	Associate Professor	<b>Professor</b>
15	Khanal, Aditya	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>
16	Kilonzo-Nthenge, Agnes	Human Sciences	Associate Professor	<b>Professor</b>
17	Klomegah, Roger	Sociology	Associate Professor	<b>Professor</b>
18	Li, Lin	Civil & Architectural Engineering	Associate Professor	<b>Professor</b>



19	McCurry, Charles (Electrical Engineering)	Electrical & Computer Engineering	Assistant Professor	<b>Associate Professor</b>
20	Pleban, Francis	Public Health, Health Administration & Health Sciences	Assistant Professor	<b>Associate Professor</b>
21	Revell, Maria	School of Nursing	Associate Professor	<b>Professor</b>
22	Sales, Kaleena	Art & Design	Assistant Professor	<b>Associate Professor</b>
23	Shive, Joshua	Psychology	Associate Professor	<b>Professor</b>
24	Van Dyke, Joseph	Music	Assistant Professor	<b>Associate Professor</b>
25	Winters, Ali (Social Work)	Social Work & Urban Studies	Assistant Professor	<b>Associate Professor</b>
26	Witcher, Anthony	Agricultural & Environmental Sciences	Assistant Professor	<b>Associate Professor</b>

**Tennessee State University  
Board of Trustees**



**Approval of Academic  
Program Modification – A  
Change to the M.S.  
Psychology, Counseling  
Psychology Concentration  
Admission Standards**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of Academic Program Modification – A Change to the M.S. Psychology, Counseling Psychology Concentration Admission Standards

RECOMMENDED ACTION: Approval

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

The University, with the support of the College of Education (M.S. Psychology, Counseling Psychology Concentration), requests approval to proceed with a revised admission standard for the M.S. in Psychology, Counseling Psychology Concentration, as set forth below:

- **Two Modifications to the Admission Criteria are Proposed:**
  - a. **The removal of the GRE and MAT as requirements for admission**, based on lack of research evidence that these are significant predictors of completion of the degree.
  - b. **To add both a statistics and a research methods course (grade of C or better in each) as pre-requisites**, in order to set students up for success in the Master’s level course work, which they take in both of these content areas. Currently, the requirement is either/or, which does not provide a sufficient foundation to maximize success in both content areas.

Pursuant to TSU’s Academic Programs, Units and Modifications process, which includes revised admission standards, the department chair initiates the process. The Dean, Provost and Vice President for Academic Affairs and the President must ultimately approve the submissions.

Pursuant to the FOCUS Act, the Board’s Bylaws, and the Board’s Delegation of Authority to the President Policy, the Board must approve the revision of admissions standards.

Background

To better position TSU’s graduate programs in a highly competitive market, the proposed changes provide applicants with a focused admissions approach, which highlights the academic records and experience of the applicant rather than the test score.

These approaches have proven effective in other TSU graduate programs and other institutions across the nation. These proposed changes should have a direct impact on recruitment, retention, and completion of graduate degree programs.

**MOTION: To approve an academic program modification by revising the admission standards of the M.S. Psychology, Counseling Psychology Concentration, as contained in the Board materials for the Board's June 17, 2021, meeting.**

**Tennessee State University  
Board of Trustees**

**Approval of Academic  
Program Modification – A  
Change to the M.S. Biology  
Admission Standards**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of Academic Program Modification – A Change to the M.S. Biology Admission Standards

RECOMMENDED ACTION: Approval

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

The University, with the support of the College of Life and Physical Sciences (M.S. Biology), requests approval to proceed with a revised admission standard for the MS in Biology, as set forth below.

M.S. in Biology

- **One Modification to the Admission Criteria is Proposed:**
  - c. **Removal of GRE requirement** to be competitive with neighboring Master's of Science in Biology Programs.

Pursuant to TSU's Academic Programs, Units and Modifications process, which includes revised admission standards, the department chair initiates the process. The Dean, Provost and Vice President for Academic Affairs and the President must ultimately approve the submissions.

Pursuant to the FOCUS Act, the Board's Bylaws, and the Board's Delegation of Authority to the President Policy, the Board must approve the revision of admissions standards.

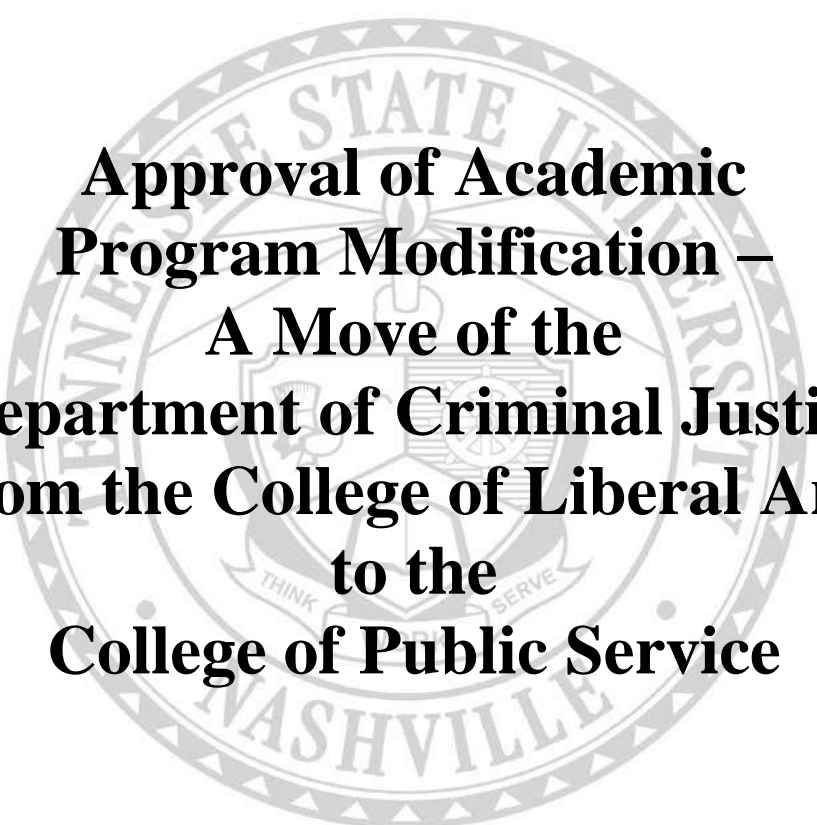
Background

In order to better position TSU's graduate programs in a highly competitive market, the proposed changes provide applicants with a focused admissions approach, which highlights the academic records and experience of the applicant rather than the test score.

These approaches have proven effective in other TSU graduate programs and other institutions across the nation. These proposed changes should have a direct impact on recruitment, retention, and completion of graduate degree programs.

**MOTION: To approve an academic program modification by revising the admission standards of the MS Biology, as contained in the Board materials for the Board's June 17, 2021, meeting.**

**Tennessee State University  
Board of Trustees**



**Approval of Academic  
Program Modification –  
A Move of the  
Department of Criminal Justice  
from the College of Liberal Arts  
to the  
College of Public Service**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of Academic Program Modification – A Move of the Department of Criminal Justice from the College of Liberal Arts to the College of Public Service

RECOMMENDED ACTION: Approval

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

To be addressed by the President and/or her designee.

**MOTION: To approve an academic program modification by moving the Department of Criminal Justice from the College of Liberal Arts to the College of Public Service, as contained in the Board materials for the Board's June 17, 2021, meeting.**

**Tennessee State University  
Board of Trustees**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: June 17, 2021

ITEM: Approval of TSU Intellectual Property Policy

RECOMMENDED ACTION: Approval

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

Pursuant to the FOCUS Act, Tennessee Board of Regents Policies automatically became the policies of Tennessee State University, unless the Board of Trustees adopts a new policy in a specified area. The Division of Research and Sponsored Programs embarked on a review and revamping of the TBR policy to develop a new Intellectual Property policy with the goal of tailoring a policy specifically for TSU, reflecting the current national university research standards, providing incentives to foster outstanding research, and monetizing and commercializing research, patents and other intellectual property.

The Intellectual Property policy was developed by reviewing intellectual property policies at other well-regarded research universities, inviting and receiving input from campus constituents, including the faculty senate, Division of Research and Sponsored Program personnel, Academic Affairs personnel, and obtaining legal sufficiency review by staff in the Office of the General Counsel.

**MOTION: To approve the TSU Intellectual Property Policy, as contained in the Board materials for the Board's June 17, 2021, meeting.**

# **TENNESSEE STATE UNIVERSITY INTELLECTUAL PROPERTY POLICY**

## **I. Objectives**

The objectives of this policy are to encourage an environment and incentives for research and scholarship at Tennessee State University (TSU), to provide financial compensation as well as professional recognition to inventors and authors, and to protect and best serve the public interest. To these ends, this policy encourages disclosure of inventions, discoveries, and works; provides a process for evaluation of inventions, discoveries, and works for possible patenting, copyrighting, trademarking, and licensing; and establishes principles for determining the rights of the University and inventors/authors. Tennessee State University encourages scholarly publication of the results of faculty and student research.

## **II. Applicability**

- A. This policy is considered a material part of the conditions of employment for every employee of the University and a material part of the conditions of enrollment and attendance at the University by students. It is also the policy of the University that individuals (including visitors) participating in a sponsored research project and/or making significant use of University resources accept the principles of ownership of intellectual property as stated in this policy unless an exception is approved in writing by the University. All University creators of intellectual property shall execute appropriate assignment and/or other documents required to determine ownership and rights as specified in this policy.
- B. This Intellectual Property Policy applies to all University personnel, including all paid and unpaid full-time and part-time faculty members, staff, and other employees (including those on approved leaves, including but not limited to sabbatical); students, volunteers, and fellows; and other persons making use of University facilities and resources.
- C. This policy shall not be interpreted to limit the University's ability to meet its obligations for deliverables under any contract, grant, or other arrangement with third parties, including sponsored research agreements, license agreements and the like. Copyrightable, patentable, or trademarkable works or inventions that are subject to sponsored research agreements or other contractual obligations of the University shall be owned by the University or other individual or entity as set forth in such agreements, so that the University may satisfy its contractual obligations.
- D. This policy should not be interpreted to limit the ability of University personnel to seek or participate in outside consulting activities that are separate and apart from the University and do not use University Resources. *See Outside Employment Policy.*

## **III. Definitions**

### **A. Author**

The person or persons responsible for creation of a copyrightable work.

### **B. Commissioned Copyrightable Work**

A copyrightable work or work made for hire that is specifically ordered or commissioned

by the University or a funding sponsor. The following are specifically included within this definition if authored in connection with University teaching duties: curriculum designs and networked instructional resources.

**C. Copyrightable Work**

An original work of authorship which has been fixed in any tangible medium of expression and is eligible for protection under the copyright laws of the United States. Copyrightable works also include works whose authorship cannot be attributed to one or a discrete number of Authors, but rather result from simultaneous or sequential contributions over time by multiple Authors. For example, software tools or Software Code developed and improved over time by multiple faculty and students, where authorship is not appropriately attributed to a single or defined group, would constitute a copyrightable work.

**D. Division**

The administrative subdivision, i.e. college, school or center, of the University that provided the environment in which the research program(s) of the Inventor(s) or Author(s) is (are) conducted.

**E. Gross Income**

Proceeds from the sale, lease, or licensing of intellectual property by the University; dividends derived from equity received in consideration for the sale, lease, or licensing of intellectual property by the University; or proceeds from the sale of equity received in consideration for the sale, lease, or licensing of intellectual property by the University.

**F. Intellectual Property**

The term “Intellectual Property” is broadly defined to include inventions, discoveries, know-how, show-how, processes, unique materials, Copyrightable Works, original data and other creative or artistic works which have value. Intellectual property includes that which is protectable by statute or legislation, such as patents, registered or unregistered copyrights, registered or unregistered trademarks, service marks, trade secrets, mask works, and plant variety protection certificates. It also includes the physical embodiments of intellectual effort, for example, models, machines, drawings, compositions, devices, designs, apparatus, equipment, instrumentation, circuits, computer programs and visualizations, biological materials, materials, chemicals, or other evidence produced in the course of research, other compositions of matter, plants, and records of research and experimental results.

**G. Invention**

Any discovery, invention, new use or application, process, composition of matter, article of manufacture, know-how, design, model, technological development, or biological material, or inventive conception and reduction to practice that is patent-eligible under the patent laws of the United States.

**H. Inventor**

The person or persons responsible for conception of an idea or ideas leading to an Invention. An individual or individuals who has (have) made a contribution to the conception and/or reduction to practice of an Invention, discovery or development and who is (are) identified as such on the licensed patent, patent application or unpatented technology. In the case of a patent or patent application, this contribution must be

applicable to at least one claim. In cases of joint inventorship, it is not necessary that each Inventor make the same type or amount of contribution to the Invention and it is not necessary that each Inventor make some contribution of each claim.

**I. Net Income**

Gross income minus the direct costs associated with patent prosecution, copyright registration, commercialization, defense, maintenance, and administration of Intellectual Property.

**J. Scholarly Work**

A Copyrightable Work created by any individual subject to this policy primarily to express and preserve scholarship as evidence of academic advancement or academic accomplishment. Such works may include, but are not limited to, scholarly publications, journal articles, research bulletins, monographs, books, plays, poems, musical compositions and other works of artistic imagination, and works of students created in the course of their education, such as exams, projects, theses or dissertations, papers and articles.

**K. Scope of Employment**

Activities which have been assigned to an employee by his/her/their supervisor, or which are performed during normal working hours, or which fall within the employee's job description or duties of their employment; or whenever the creator's duties include research, investigation, or the supervision of research or investigation and the Invention or work is relevant to the general field of inquiry to which the creator was devoted or assigned.

**L. Significant use**

Includes but is not limited to the use by any individual of specialized, research-related facilities, equipment or supplies, provided by the University for academic purposes; more than incidental use of University staff personnel, including but not limited to Graduate Assistants; or more than incidental use of a researcher's own on-the-job time. Significant use does not include office space, library facilities, ordinary access to computers and networks, or salary except for those situations where the funds were paid specifically to support the development of an invention(s) and/or work(s).

**M. Software Code**

A Copyrightable Work in the form of Software Code that is (a) either a Commissioned Copyrightable Work or authored in any part by University researchers with the aid of University Resources and (b) not contributed to an open-source coding project.

**N. Traditional Academic Copyrightable Works**

A subset of Copyrightable Works created independently and at the Author's initiative for academic purposes. Examples may include class notes, online course materials, books, theses and dissertations, articles, non-fiction, fiction, poems, musical works, dramatic works including any accompanying music, pantomimes and choreographic works, pictorial, graphic and sculptural works, or other works of artistic imagination that are not created as an institutional initiative. Educational software or Software Code (also known as courseware or lessonware) that the creators may design for courses they teach are not considered Traditional Academic Copyrightable Works.

**O. Trademark**

Any word, name, symbol or device, or any combination thereof, whether or not registered as a trademark, that is used to identify goods or services and distinguish them from those manufactured or sold by others.

**P. University Resources**

Any research support administered by or through Tennessee State University, including but not limited to funds, facilities, equipment or personnel.

**Q. Work**

Any copyrightable material, including but not limited to literary works; musical works, including any accompanying words; dramatic works, including any accompanying music; pantomimes and choreographic works; pictorial, graphic, and sculptural works; motion pictures and other audiovisual works; sound recordings; architectural works; computer software or databases; circuit diagrams; architectural and engineering drawings; and lectures.

**R. Work Made for Hire**

A work created by an individual within his/her/their Scope of Employment or a work created by a third party under contract with TSU and which contract specifically provides that the contract is a Work Made for Hire or that the resulting deliverable (the work) is the property of, or is assigned to, TSU.

**IV. Ownership of Intellectual Property**

- A. The University has a right to ownership of any Intellectual Property in which it has an interest. Unless otherwise agreed, this policy also applies to any Intellectual Property in which the University has an interest under the terms of contracts, grants or other agreements. An Invention or Work in which the University does not have a legal interest may be offered to the University and, if accepted, the University will administer such Intellectual Property in accordance with this policy or as otherwise agreed to in writing.
- B. Prior to the University providing support (for example, release time or University funding) to a person to whom this policy applies (including Work Made for Hire), where that support could reasonably be expected to result in creation of an Invention, Trademark, or Copyrightable Work with commercial value, the University and the person or persons receiving that support should agree in writing as to the ownership interest of any Intellectual Property produced. If no such agreement is in place, then any Intellectual Property produced is solely owned by TSU.
- C. Except under special circumstances, the University will not assign rights in future Inventions or Works to private corporations or businesses.

## D. Copyrights

1. **Academic Works Created by Faculty.** The “work-for-hire” provision of the Copyright Act of 1976 gives the University ownership of the copyrights to Works produced by its employees within their Scope of Employment. However, only in the case of Traditional Academic Copyrightable Works as defined in section 3.N. above produced by academic and research faculty, the University cedes copyright ownership to the Author(s), except in the case of Significant Use of University Resources (including sponsor-provided resources) in creation of the Work, the Work is directed by the University, or is subject to a sponsor’s agreement that provides for a different ownership. When the University transfers copyright in Traditional Academic copyrightable Works to faculty under this policy, the University reserves the nonexclusive right to use the Works for educational, promotional, or administrative purposes consistent with its educational mission and academic norms. If an Author transfers an interest in a Traditional Academic Copyrightable Work subject to this policy, the Author must use reasonable efforts to secure for the University the right to reproduce such Works, royalty free, for all traditional, customary or reasonable academic and promotional uses.
2. **Other Works Created by Faculty.** Courses taught and courseware developed for teaching at TSU belong to TSU. Any courses which are videotaped or recorded using any other media are TSU property, and may not be further distributed without permission from the relevant academic dean. Blanket permission is provided for the use of students as part of their academic program at the University, or for other University purposes. Prior to videotaping, permission must be obtained from anyone who will appear in the final program.
3. **Works Created by Staff.** Copyrightable Works created within the Scope of Employment at the University by individuals who are not faculty engaged in teaching and research are considered Works Made for Hire under the Copyright Act, and the University owns the Copyright. In cases where University staff members, within the course and Scope of Employment, create Works, course and teaching materials, or Scholarly Works, the University will work collaboratively with the individual to ensure that fair and equitable treatment of rights to attribution and reuse are reasonably addressed.
4. **Works Created by Students.** The University does not make claim to Traditional Academic Copyrightable Works as defined in section 3.N. above made by students while satisfying regular course requirements. The University shall have, as a condition of awarding the course credit or degree, the royalty-free right to retain, use, and distribute, including by electronic and digital technologies now known or developed in the future, on a non-commercial basis, copies of the Traditional Academic Copyrightable Work, together with the right to require its publication for archival use. When a student undertakes a project involving significant University Resources, Intellectual Property, research team collaboration, or work for an outside body, the University retains the right to claim ownership of any Intellectual Property produced by the student which was created through Significant Use of University Resources.



5. Dedicating Works to the Public. If an Author of a Work whose copyright is owned by the University, including an Author of a Work Made for Hire, wishes to make a Work freely available to the public, through noncommercial licensing or other noncommercial means, the University, subject to the terms of any applicable agreements with third parties under which the Work was created, will accommodate such wishes as long as it determines that the benefits to the public of making such Works freely available outweigh any advantages that might be derived from commercialization. The University will act as expeditiously as reasonably possible in making such determination.

E. Trademarks

Trade and service marks are distinctive words or graphic symbols identifying the sources, product, producer, or distributor of goods or services. Trade or service marks relating to University goods or services shall be owned by the University.

F. Patents and Other Intellectual Property

Except as otherwise specified in this policy or by the University in writing, Intellectual Property developed by individuals to whom this policy applies shall be the sole and exclusive property of TSU if the subject Intellectual Property is:

1. Developed within the person's Scope of Employment with the University;
2. Developed in the course of a project sponsored by the University;
3. Developed with the Significant Use of the University's facilities, services, or equipment, or University Resources; or
4. Developed in the course of a project arranged, administered or controlled by the University and sponsored by persons, agencies or organizations external to the University, absent prior written agreement to the contrary.

**V. Responsibilities of Tennessee State University and Delegations of Authority**

- A. The University shall: (1) act with reasonable promptness and in good faith on all Inventions or Works disclosed to it, (2) notify the Inventor or Author promptly whenever it decides not to pursue or to abandon the pursuit of patenting, copyrighting, or commercialization of an Intellectual Property, (3) execute, upon request, all contracts, assignments, waivers or other legal documents reasonably necessary to transfer to the Inventor or Author the appropriate University interest in any Intellectual Property which it has so chosen not to pursue, and (4) remit to the Inventors their shares of Net Income from Inventions as specified in this policy. Subject to these responsibilities, the University at any time may decide not to pursue or to abandon the pursuit of patenting, copyrighting, and/or commercialization of an Intellectual Property in which it has an interest.
- B. Authority and responsibility for the Intellectual Property Policy, including implementation and operation of its provisions and processes, is delegated to the President (or designee, as determined by the President, which can include a non-profit organization). The President or designee shall develop procedures for implementing this policy and holds the authority to modify the application of policy provisions as necessary.

## **VI. Responsibilities of Inventors and Authors**

- A. Inventor(s) and Author(s), either alone or in association with others, must prepare and submit on a timely basis a disclosure form to the President or designee for each Invention or Work that could be reasonably expected to have commercial value. Such disclosure is required regardless of whether the University may have an interest in the Invention or Work. If an Inventor or Author fails to disclose an Invention or Work, the University's ability to protect the Intellectual Property rights in the Invention or Work may be jeopardized. Therefore, processes and procedures related to an undisclosed Invention or Work may, at the University's discretion, diverge from those detailed in this policy and the final decision on ownership of an undisclosed Invention or Work will be made solely by the University.
- B. The Inventor or Author shall fully cooperate with TSU in the disclosure process and, when the University has an interest in the Invention or Work, in other subsequent activities associated with patenting, copyrighting, and/or commercialization of the Intellectual Property, including promptly executing all contracts, assignments, waivers or other legal documents necessary to vest in the University, or its assignees, any or all rights in the Intellectual Property.
- C. Inventors and Authors: (1) may not sign patent, trademark, or copyright agreements with outside persons or organizations that may abrogate or otherwise conflict with the University's rights and interests as stated in this policy, nor (2) use the name of the University in connection with any Invention, Trademark, or Work without prior authorization,.
- D. In the event that two or more persons are entitled to claim ownership of the Intellectual Property, the Inventors or Authors shall reach agreement between or among themselves regarding relative contributions for the purposes of distribution of Net Income from the Invention or Work. That agreement should be in writing and signed by all Inventors or Authors.
- E. Inventors should particularly note that certain acts (for example, enabling disclosure of the Invention in an academic journal, a paper, a poster presented at a conference, or offering to sell rights in the Invention before a patent application has been made) can constitute a statutory bar to patent protection. An Inventor contemplating public disclosure activities prior to filing an invention disclosure form should contact the Division of Research and Sponsored Programs prior to engaging in those disclosure activities.

## **VII. Administration**

- A. The Intellectual Property Committee makes recommendations regarding procedures, guidelines, and responsibilities for the administration and development of intellectual property.
- B. The Intellectual Property Committee consists of the Vice President for Research and Sponsored Programs or designee, at least one staff member from the Office of Technology Transfer, and no more than four other members selected and appointed by the President or designee.

- C. The Intellectual Property Committee convenes at the call of the Vice President for Research and Sponsored Programs or designee, who determines when implementation or interpretation of the Intellectual Property Policy requires consideration by the Committee. The matters that may be referred to the Committee for recommendation include, but are not limited to: whether the University has ownership or an interest in an Intellectual Property; whether patent, trademark, or copyright protection should be sought; whether to seek commercialization opportunities; and whether provisions of this policy should be waived.
- D. When the Committee is considering a particular Invention or Work, the Inventor/Author and/or his/her/their representative may examine all materials submitted to the Committee, may make written and oral presentations to the Committee, and may be present during oral presentations of others.
- E. The Committee shall conduct investigations as it deems necessary in the preparation of its recommendations. Upon completion of the evaluation, the Committee shall provide the Vice President for Research and Sponsored Programs or designee with its recommendations as to ownership of the Intellectual Property; whether patent, trademark, or copyright protection should be sought; and/or whether to seek commercialization opportunities. The Vice President for Research and Sponsored Programs or designee shall then decide, after conferring with the President or the President's designee as appropriate, ownership interests and determine whether to pursue protection and/or commercialization of the Intellectual Property and shall communicate this decision in writing to the Inventor(s) or Author(s).
1. If the decision of the Vice President for Research and Sponsored Programs or designee is not to seek patent or copyright protection of the Intellectual Property, and the University has an ownership interest as provided in this policy in the Intellectual Property, the Vice President for Research and Sponsored Programs or designee may abandon the application, request further development of the Invention, or in the University's discretion, in some cases assign the University's ownership interest to the Inventor or Author in a written agreement to be negotiated by the parties and which shall provide for allocation of ownership interests between the University and the Inventor/Author in the event of commercialization of the Intellectual Property. The Division of Research and Sponsored Programs may administer this action.
  2. In the event that the Vice President for Research and Sponsored Programs or designee deems it appropriate to pursue intellectual property protection, the University shall bear all necessary costs, not limited to, but including attorney fees, USPTO fees, Copyright Office fees, and/or foreign filing fees.
  3. For those Inventions or Works in which TSU is deemed to have an ownership interest, and the Vice President for Research and Sponsored Programs has determined to pursue protections and/or commercialization, the Vice President for Research and Sponsored Programs or designee shall arrange to have these activities undertaken and oversee the execution in consultation with the Office of General Counsel.

4. For Inventions made in the course of a project funded in whole or in part by the Federal Government, the Bayh-Dole Act (37 CFR 401) imposes certain reporting requirements associated with the technology transfer process. The Vice President for Research and Sponsored Programs or designee is responsible for ensuring that those reporting requirements are satisfied.

- F. The evaluation of Inventions and Works and the administration, development and processing of patents involves substantial time and expense and requires talents and experience not ordinarily found in University staff. Therefore, the University may enter into a contract with third parties in connection with the administration of identified Inventions, disclosures of Invention, and developed patents.

### **VIII. Request for Re-Evaluation**

In the event the Vice President for Research and Sponsored Programs or designee decides not to pursue patent, trademark, or copyright protection or commercialization efforts, the Inventor or Author may request a re-evaluation by the President or designee. The request must be received within thirty calendar days of notification to the Inventor or Author of the initial decision. The Inventor or Author may submit documents or other evidence in support of his/her/their position. A decision by the President or designee relating to ownership or royalty distribution shall be final.

### **IX. Revenue Sharing**

- A. The University shall share with the Inventor or Author the Net Income that may accrue from the commercialization of the Intellectual Property created by the Inventors or Authors. Specific provisions of grants or contracts may govern rights and revenue distribution regarding Intellectual Property made in connection with sponsored research. Consequently, revenues received from such Intellectual Property may be exclusive of payments of royalty shares to donors or contractors. Moreover, the University may contract with outside persons or organizations for the obtaining, managing and defending of patents, trademarks, or copyrights, and any royalty share or expenses contractually committed to such persons or organizations may be deducted before revenues accrue or before the Inventor's or Author's share is distributed.
- B. The Gross Income will be applied first to reimburse the University for expenses incurred in seeking and maintaining patent protection or copyright or trademark registration; in pursuing commercialization of the Intellectual Property; or in marketing, licensing and defending the Work, patent, or licensable Invention. After reimbursement of direct expenses, the remaining Net Income shall be shared as follows (or as otherwise determined by the President): (1) the first \$5,000 shall be distributed to the Office of Technology Transfer; (2) thereafter, any Net Income received from the commercialization of the Intellectual Property shall be distributed as follows: forty percent (40%) to the Inventor(s) or Author(s); fifteen percent (15%) to the Inventor's or Author's Division; and forty-five percent (45%) to the University.
- C. If any Division, unit, program, or Inventor/Author does not exist, the designated Net Income will revert to the Division of Research and Sponsored Programs, or as directed by the President.

- D. In the case of multiple Inventors or Authors, the Inventor/Author share of Net Income is split equally among all Inventors or Authors, unless all Inventors or Authors previously have agreed in writing to a different distribution of such share, or as directed by the President. If the multiple Inventors or Authors are affiliated with separate divisions, the Division's share shall be split as directed by the President.
  
- E. TSU may elect to accept equity in lieu of cash payments for a license fee or royalty. The decision to accept equity in lieu of cash is made at the sole discretion of TSU and does not constitute an obligation on behalf of TSU to make a disbursement of equity to the creator(s) or Division or department until the equity is sold. TSU will own and exercise all rights of ownership, including the rights to vote equity interests on all matters which are subject to the consent or approval of the holders of similar equity interests. TSU will remain and own the equity interest until the sale or exchange of the interest. The decision as to when to sell or exchange equity resides with the President in his/her/their sole discretion.

#### **X. Special Cases**

The University recognizes that special circumstances or cases may arise that are not specifically covered by this policy or may justify waiver of this policy. Only the President or designee has authority to waive the provisions of or make exceptions to this policy.

**Tennessee State University  
Board of Trustees**



**Report on SACSCOC  
Ten Year Accreditation  
Review**

TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
INFORMATION ITEM

DATE: June 17, 2021

ITEM: Report on SACSCOC Ten Year Accreditation Review

RECOMMENDED ACTION: None

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

President and/or a designee will provide a report on the SACSCOC Ten Year Accreditation Review.

See attached.

## SACSCOC

### **University's Reaffirmation of Accreditation**

The University underwent a very successful reaffirmation process. On July 1, 2020, we had 44 standards out of compliance and we are very happy to report that, as of May 24, 2021, we have two and those will be completed this summer. This is an extremely successful outcome for TSU and demonstrates the hard work and dedication of the TSU team and stakeholders.

The SACSCOC On-Site Reaffirmation Committee conducted its virtual on-site visit March 16-18, 2021. The University received the On-Site Committee's Report of the Reaffirmation Committee on April 30, 2021, SASCOC which yielded the following:

1. All standards found compliant by Off-Site Committee were confirmed as compliant by the On-Site Committee.
2. The fourteen (14) compliance issues identified by the Off-Site Committee were addressed and 12 were found to be compliant. There were two (2) exceptions as follows:

Standard 13.2 *Financial Documents*: Recommendation 1: The On-Site Reaffirmation Committee recommends that the institution provide an institutional audit (or Standard Review Report for those institutions audited as part of a system-wide or statewide audit) for FY2019 and FY2020.

Standard 13.4 *Control of Finances*: Recommendation 2: The On-Site Reaffirmation Committee recommends that the institution document that it exercises appropriate control over all its financial resources.

3. The Report of the Reaffirmation Committee provided the following additional observations regarding strengths of the institution: The On-Site Reaffirmation Committee appreciated the institution's preparations for this virtual on-site visit and for the flexibility demonstrated as the requests of the Committee for interviews and additional documentation were addressed. The Committee noted the impressive maturation of the institution's academic program assessment processes.
4. The Quality Enhancement Plan (QEP) was successfully affirmed and the assessment of the Quality Enhancement Plan yielded no formal recommendations.

### Next Steps and Timeline:

- August 2021 – The University prepares a Response Report to the Visiting Committee to address the two recommendations in the Report of the Reaffirmation Committee due to SACSCOC August 15, 2021.
- December 2021 – The Report of the Reaffirmation Committee and the University's Response to any formal recommendation contained in the Committee's Report will be reviewed by the SACSCOC Board of Trustees.
- December 4-7, 2021 - SACSCOC Board of Trustees Reaffirmation Decision.



TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
INFORMATION ITEM

DATE: June 17, 2021

ITEM: Academic Affairs Report

RECOMMENDED ACTION: None

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

The President and/or designee will provide a report on Academic Affairs.

See Attachment.

TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
INFORMATION ITEM  
ACADEMIC AFFAIRS REPORT  
June 17, 2021

Over the past three months, Academic Affairs completed the spring semester, continued to tackle issues related to the pandemic head on, hosted a successful SACSCOC reaffirmation visit, and focused on educational innovation, growth, and restructuring. This report represents the notable items from this quarter in Academic Affairs.

**SPRING 2021 HIGHLIGHTS**

The Spring 2021 semester had many highlights in addition to the successful SACSCOC reaffirmation process and site visit. Academic Affairs once again demonstrated an ongoing, deep dedication and commitment to excellence in and out of the classroom. That excellence is highlighted by the items listed below. This list only touches the surface of the ongoing work of the Office of the Provost and Vice President for Academic Affairs. The Office is committed, as demonstrated by the few items listed below, to seeking feedback and making continuous improvements across the Division to assure student success.

- **Town Halls** – the Office of the Provost and Vice President for Academic Affairs held four town halls; two with administrative assistants, one with professional staff, and one with faculty. These town halls were supplemented by surveys which provided feedback on ways in which our units can make changes to augment the work in our diverse areas.
- **Administrative Professionals Council** – in order to provide the frontline staff in our units an ongoing voice in Academic Affairs, the Office formed the Administrative Professionals Council which is comprised of 9 administrative assistants. The purpose of the Council is to get feedback and take strategic action in areas that enhance the workflow and processes in our areas and for which the administrative assistants are key stakeholders. Two meetings of the Council have been held, a mission has been developed, and leadership assigned.
- **DegreeWorks** – one of the key processes for students and faculty to ensure academic progression and graduation is the use of our DegreeWorks system. During its initial rollout, many issues related to scribing were encountered which required hours of manpower to resolve. In an effort to streamline and improve this process, the Office worked with Ellucian and staff from Records, the Graduate School, OTS, and Extended Education to identify a technical assistance provider and trainer to solidify this process. This is an ongoing project.
- **New Faculty Session** – the Office held an end-of-year session with new faculty completing their first year or semester. The purpose of this session was to identify ways in which Academic Affairs can improve the experience for new faculty.

**PLANS FOR FALL 2021**

Faculty and staff are returning to campus in July/August 2021. The transition back to campus is as important as the sudden and comprehensive transition from campus due to COVID-19. To that end, the Office of the Provost and Vice President for Academic Affairs has asked each of the unit Directors and Deans to formulate an operating plan that integrates the positive new processes created during the pandemic with the traditional procedures conducted in-person. For example, the Office of the Provost has disseminated information indicating the continued use of

electronic submission process for forms, contracts, and other items needing Provost approval. These plans will offer students, staff, and faculty with clarity on this integration. Health and safety remain the top priority for Academic Affairs.

### **ACADEMIC PROGRAM PLANNING**

The Office of the Provost and Vice President for Academic Affairs has continued to work toward innovative program growth by designing and implementing new degrees that place TSU at the center of the marketplace and position our Colleges as centers for excellence. The following list provides an update on the strategic programs we are exploring and their current status in the design, review, and approval pipeline.

- ***Ph.D. in Agriculture*** – this degree program in the College of Agriculture is currently under review with THEC and SACSCOC. If approved, the degree program will begin in Spring 2022.
- ***Bachelor's in Africana/Black Studies*** – the College of Liberal Arts charged an interdisciplinary committee in March to review and develop a new major program that builds on the existing Africana Studies program. Committee membership includes faculty from Africana Studies, English, History, Political Science, Sociology, and Theater. The Committee met during the spring semester, and the Dean's office will assist them with the program proposal with plans to submit by June 30, 2021.
- ***Ph.D. in Higher Education*** – the College of Education is currently working with our Office to obtain approval from THEC and SACSCOC for this program. The plan is to begin this program in Fall 2022.
- ***Online MBA*** – the College of Business has designed an online version of their accelerated MBA program. The program is currently going through the Curriculum approval process. Following approval by all levels, including SACSCOC, the program intends to begin in Fall 2022.
- ***Redesigned Bachelor's in Interdisciplinary Studies*** – the College of Liberal Arts Office of the Dean and the Coordinator of the Arts & Sciences Program have started work on revising the Interdisciplinary Degree (adding a concentration) to allow for a broader selection of courses. COLA is reviewing similar completion degrees at other institutions that provide students with existing hours a straighter path to graduation. COLA will be reaching out to the other colleges to involve them in this discussion so that TSU can offer a truly interdisciplinary degree. The program proposal will be completed by June 30, 2021.

While those listed above highlight our progress, other degree programs are currently being discussed, researched, and identified. This includes a Bachelor's in Nonprofit Leadership, Doctor of Public Administration, and Master's of Music. Finally, in addition to the work on specific degree programs, the Office of the Provost has also been charged with exploring the feasibility of establishing professional colleges of law and pharmacy.

### **STRATEGIC PLAN** - "*The Pathway to Excellence 2025*"

The TSU Strategic Planning Steering Committee presented the Strategic Plan to the Board of Trustees at the September 2020 meeting; the plan received full board approval. The first stage of the strategic plan implementation also began in September and focused on developing strategic initiatives for each of the objectives.

A meeting cycle was developed to include representatives from each of the responsible departments to ensure there was a full understanding of:

- the strategy
- the assessment method
- the benchmark/performance target
- the timeline for completion
- identification of the resources that will be required for implementation of each strategy. Resources are defined not only as funding but can include personnel and technology needs.

#### Next Steps:

- May 17, 2021- July 1, 2021 – Verification of data submission; reminders sent to departments that have not submitted data.
- July 1, 2021 – July 30, 2021 - Monitor the status of data collection; consult with responsible parties to address leadership changes, and or changes in focus of their department. Written follow up sent to departments mid-year.
- August 2021 – Annual Strategic Plan Evaluation Report submitted to Provost and President

### **QUALITY ENHANCEMENT PLAN**

The TSU Quality Enhancement Plan – CADENCE – was successfully affirmed at the SACSCOC site visit in March 2021. CADENCE represents years of work from units across campus and will provide TSU students with a pathway to a holistic, comprehensive academic experience that validates the in and out of classroom learning students receive at TSU.

Overall, CADENCE (Connect → Assess → Develop → Engage → Navigate → Create → Excel) – seeks to promote student success through integrative advising, including improved utilization of academic and student support resources and the integration of educational and career planning.

CADENCE is centered on the following three initiatives:

1. Coordinated Care Network → CADENCE institutionalizes and expands the University's advising Coordinated Care Network by providing an ongoing leadership structure, professional development, and technical training and support.
2. Advising Resources → CADENCE provides for the collection review, and publication of advising resources in a single online location. New resources include matriculation maps identifying engagement and career development opportunities and milestones.
3. Technology → CADENCE promotes and integrates the use of EAB Navigate for advising, Tiger Print for educational planning and engagement, and Handshake for career development.

On June 1, 2021, the QEP Director started his role at TSU. The QEP Director will guide all stakeholders through the process of design and implementation and will report directly to the Office of the Provost and Vice President for Academic Affairs.

## **PROFESSIONAL DEVELOPMENT FOR FACULTY and STAFF**

The Office of the Provost and Vice President for Academic Affairs is strongly committed to providing faculty and staff professional development opportunities in a variety of settings. To that end, the Office has been instrumental in seeking out specific programming related to professional development including the projects listed below.

- ***Faculty Development Travel*** – specific funding via Title III was obtained through the project submission process by the Office of the Provost. This funding is providing resources for faculty to attend conferences, obtain certifications etc. that contribute to their teaching, research, and/or service training. Over twenty faculty have taken advantage of this special opportunity.
- ***Gateway to Eight*** – the Gateway to Eight program, managed in partnership with Title III, provides any campus employee with the opportunity to attend professional development seminars with leading experts on a diverse array of topics from mental health at the workplace to time management. Once employees complete eight sessions they are given an incentive for completion and attend a ceremony to highlight their achievement. A virtual ceremony was held on May 14<sup>th</sup>, 2021 and over 30 employees were honored. This program continues through the fall.
- ***National Center for Faculty Development and Diversity*** – As of May 10<sup>th</sup>, 2021, the Office of the Provost secured an institutional membership for TSU in the National Center for Faculty Development and Diversity. This membership provides all TSU faculty, post-docs, and graduate students with access to a database of resources related to curriculum design, classroom management, faculty success etc. as well as webinars with leading experts. Moreover, everyone has access to participate with peers in writing challenges, discussion groups and more to enhance peer-to-peer learning and engagement.
- ***Georgia International Studies Consortium*** – As of April 2021, TSU is now a member of the Georgia International Studies Consortium. This membership provides free virtual (and later in-person) attendance for up to ten faculty (per event) at seminars and workshops aimed at international curriculum integration. The first two events have been held with TSU in attendance (April and June 2021).
- ***UNCF Faculty Development*** – UNCF is providing faculty free training on online course pedagogy and best practices starting in July 2021 and TSU has been invited as a partner.

The Office of the Provost and Vice President for Academic Affairs continues to obtain partnerships to provide TSU faculty and staff with training resources to enhance personal and professional development.

TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
INFORMATION ITEM

DATE: June 17, 2021

ITEM: Student Affairs Report

RECOMMENDED ACTION: None

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

The President and/or her designee will provide a report on Student Affairs.

See attachment.

# Division of Student Affairs – Student Affairs Report to the Board of Trustees

## Mission Statement:

*Our Mission* is to plan, implement, and coordinate high-impact programming that holistically promotes persistence, academic success, and sense of belonging.

## Vision Statement:

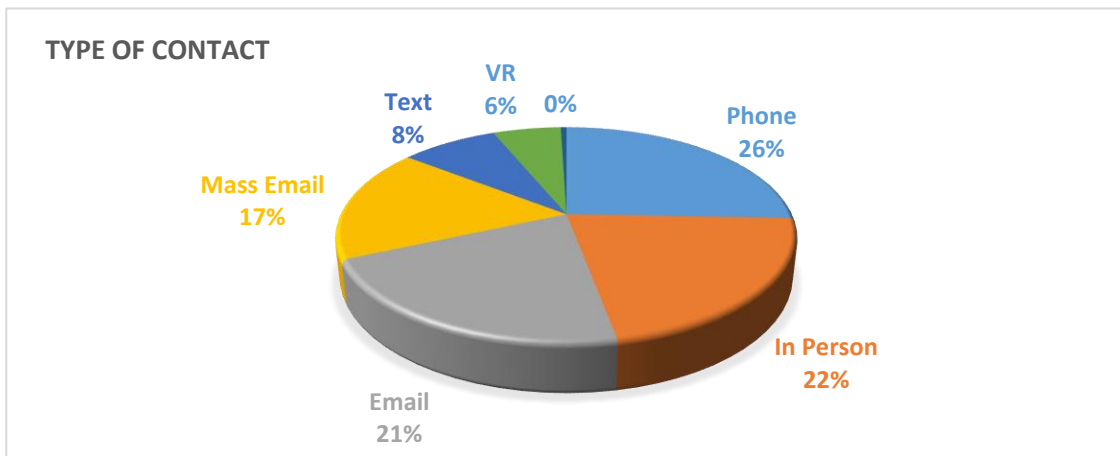
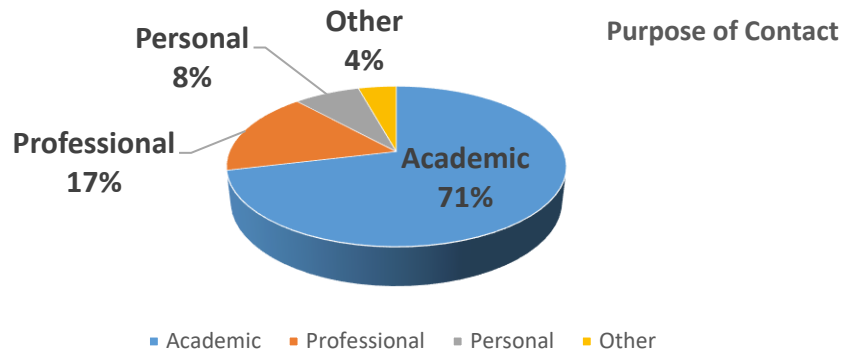
*Our Vision* is to support African American/Black Male students to help them persist to the next semester and continue towards graduation.

## Purpose:

*Our Purpose* will provide services to all second semester black male students. The focus is on those students with a G.P.A. between 2.2-2.8 who are in good standing with the university and could benefit from additional support as they continue to matriculate and prepare to graduate. This program will use a strategic and collaborative approach that will integrate the experience both *inside and outside* the classroom.

## Abstract of ASY 20/21:

- During the academic months from August 2020 to May 2021 our office had N = 1021 unique contacts. Of the 1021 contacts, n = 429 identified as Murky Middle Student; n = 592 identified as non-Murky Middle Students. **\*it is important to note these individual contacts could be first time contacts or multiple visits with an assigned Program Coordinator/Success Coach**



## **Major Accomplishments:**

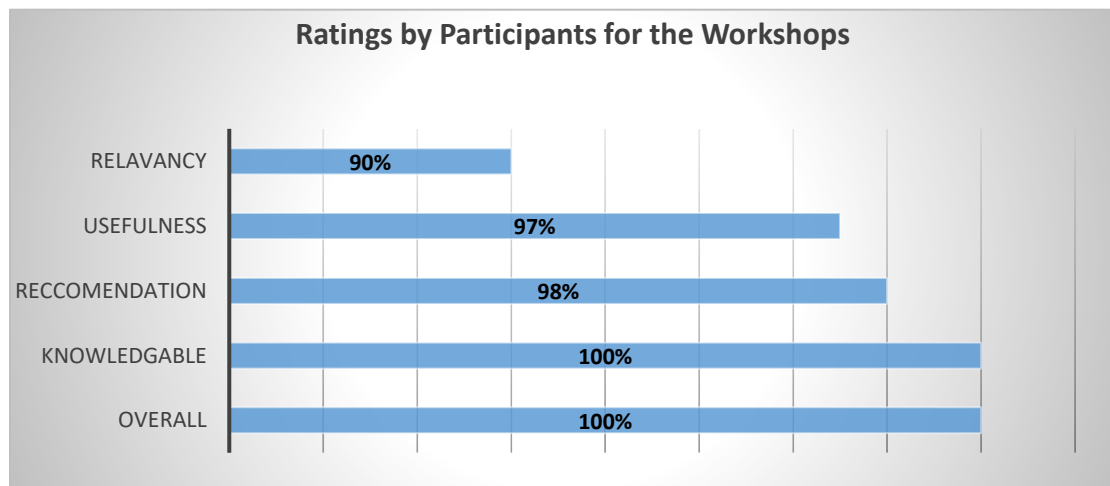
### **Summer 2020**

- Due to Covid-19, we were unable to hold our signature Graduation Acceleration Program (G.A.P). This program is a summer-based enrichment program that targets our Murky Middle students to help develop pro-social behaviors and leadership skills by engaging them in critical dialogue, enrichment exercise, and experiential learning. However, we did take this opportunity to collaborate with multiple internal departments for a Get out the Vote Campaign titled “Power to the Polls.” In addition to the Student Affairs collaboration the Men’s Initiative collaborated with TSU Athletic Department for a series of workshops.

- a. I Can’t Breathe Again – George Floyd**
- b. Voter registration campaign – Power to the Polls**
- c. Freedom Riders a Look into History - Power to the Polls**
- d. Sexual Assault Workshop – TSU Athletics**

### **Fall 2020**

- During Fall 2020 Semester, the Men’s initiative completed 25 virtual workshops. The total number of students who participated during the fall workshops were N = 252. The workshops were held virtually, which allowed for the Men’s Initiative to host breakout rooms per classification. On average there were 36 students who attended each session



**After each workshop students were assessed in the 5 listed areas, these percentages represent the cumulative average. It is worth noting that the response rate for the assessment was 63%.**

- Participated in a national voter campaign with Xceleader, where we finished 1<sup>st</sup> in our division for the get out the vote campaign.
- In conjunction with Athletics and the Student Trustee, we were successful in getting all male athletes registered to vote.
- Started providing FREE headshots for our students.



- 105 students

## Spring 2021

- During Spring 2021 Semester, the Men's initiative was successful in completing its signature spring program, Rites of Passage.
  - There were 20 males selected for the Mentoring Program, of the twenty, ten young men started and completed the program. The beginning GPA of the group was 2.72. This is the third iteration of the Rites of Passage Mentoring Program.
  - **Student Highlight**
    - **Student X began the semester with a 1.9 GPA, student X semester GPA while enrolled in the Rites of Passage Program 3.4. Student X current overall GPA is a 2.53**
    - **Student Y began the semester with a 1.5 GPA, student Y overall GPA is a 2.04.**
- Men's Initiative Staff and students were certified by Metro Nashville Public Schools as mentors. This will allow TSU Rites of Passage Mentors to become mentors for MNPS.
- Partner with local Pepsico to provide summer internships and summer employment
  - Two Rites of Passage participants were granted internships
  - Assisted 10 other males with securing summer employment
- Launched the Black Male Summit
  - Harambee: Better Making of Men
  - 75 registered students