

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

Tennessee State University
Thursday, March 17, 2022
8:30 a.m. CST

Board Committee Meetings Via Zoom
Live Stream: www.tnstate.edu/board/livestream.aspx

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call/Declaration of a Quorum
- III. Approval of the November 18, 2021, Academic Affairs and Student Affairs Committee Meeting Minutes
- IV. Approval of New Academic Program – Graduate Certificate in Biotechnology
- V. Approval of Academic Program Modification – Admission Standards – Master’s in Business Administration
- VI. Approval of Academic Program Modification – Admission Standards – Ph.D. in Public Policy and Administration
- VII. Approval of Academic Program Modification – Admission Standards – Doctor of Education
- VIII. Approval of Academic Program Modification – Admission Standards – Master’s in Education
- IX. Approval of Academic Program Modification – Admission Standards – Post-Master’s Level Educational Specialist in Instructional Leadership
- X. Approval of a New Mode of Delivery of Academic Program – Bachelor’s in Business Administration
- XI. Approval of a Program Offering at Avon Williams Campus Location – Master’s in Business Administration (MBA)
- XII. Report on SACSCOC Ten Year Accreditation Review
- XIII. Academic Affairs Report
- XIV. Student Affairs Report
- XV. Adjournment

Tennessee State University

Board of Trustees



**Approval of the
November 18, 2021,
Academic Affairs
and
Student Affairs
Committee Meeting
Minutes**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of the November 18, 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 November 18, 2021, Academic Affairs and Student Affairs Committee meeting is included in the March 17, 2022, Board materials.

MOTION: To approve the minutes from the Board of Trustees' November 18, 2021, Academic Affairs and Student Affairs Committee meeting, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Meeting of the Tennessee State University Board of Trustees
Academic Affairs and Student Affairs Committee Meeting
November 18, 2021
Tennessee State University, Electronic**

MINUTES

Committee Members Present: Trustees Pam Martin, Andre Johnson, Bill Johnson, and Tiara Thomas.

Other Board Members Present: Trustees Deborah Cole, Richard Lewis, Obie McKenzie, 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, Associate Vice President for Student Affairs; Douglas Allen, Vice President of Business and Finance; Jamie Isabel, Vice President of Institutional Advancement; Dr. Frances Williams, Associate Vice President of Research & Sponsored Programs; Terrence Izzard, Associate Vice President of Enrollment Management; Gregory Robinson, Assistant Vice President and Chief of Police; Kelli Sharpe, Assistant Vice President of Public Relations & Communications; Adrian Davis, Director of Internal Audit; and Dr. Arlene Nicholas-Phillips, Liaison to the Board of Trustees.

I. CALL TO ORDER

Chair Martin called the meeting to order at 8:31 a.m. CST on November 18, 2021. Trustee Martin then moved to make certain findings on the records 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 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. Trustee B. Johnson seconded the motion.

II. ROLL CALL/DECLARATION OF A QUORUM

Board Secretary Pendleton called the roll at the Committee chair's request. Trustees Pam Martin, Andre Johnson, Bill Johnson, and Tiara Thomas were present. Secretary Pendleton announced the presence of a quorum.

III. APPROVAL OF THE SEPTEMBER 16, 2021, ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE MEETING MINUTES

Trustee Martin moved to recommend to the full Board the approval of the September 16, 2021, Academic Affairs and Student Affairs Committee meeting minutes, as contained in the Board materials for the November 18, 2021, Board meeting. Trustee A. Johnson seconded the motion, which was carried unanimously by roll call vote.

IV. APPROVAL OF ACADEMIC PROGRAM MODIFICATION – ADMISSION STANDARDS – MASTER OF OCCUPATIONAL THERAPY

Chair Martin announced the next agenda item as the approval of an academic program modification to change the admission standards for the Master of Occupational Therapy. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item. The material for this agenda item is contained in the Board materials for November 18, 2021.

President Glover designated Provost Harris to present on this item. Dr. Harris presented the reasons for removing the GRE requirement from the Master of Occupational Therapy admission standards.

Chair Martin moved to recommend to the full Board the approval of the academic program modification to change the Master of Occupational Therapy admission standards, as contained in the Board materials for the November 18, 2021, Board meeting. Trustee Bill Johnson seconded the motion and the motion carried unanimously by roll call vote.

V. APPROVAL OF ACADEMIC PROGRAM MODIFICATION – ADMISSION STANDARDS – MASTER OF SOCIAL WORK

Chair Martin announced the Master of Social Work Admissions Standards agenda item and asked President Glover or her designee to provide pertinent related information. The material for this agenda item is contained in the Board materials for November 18, 2021.

President Glover designated Provost Harris to present on this agenda item. Dr. Harris requested two modifications to the Master of Social Work admission standards: reduce the GPA requirements for admission requirements for advanced standing, and also reduce the GPA requirements for the regular program.

Chair Martin moved to recommend to the full Board the approval of an academic program modification – a change to the Master of Social Work admission standards, as contained in the Board materials for the November 18, 2021, Board meeting. The motion was seconded by Bill Johnson and carried unanimously by role call vote.

VI. APPROVAL OF NEW ACADEMIC PROGRAM – PH.D. OF AGRICULTURAL SCIENCE

Chair Martin introduced the next item on the agenda as the approval of a new academic program – a Ph.D. of Agricultural Science. She asked President Glover or her designee to provide pertinent information related to this agenda item. The material is included in the November 18, 2021, Board materials.

President Glover designated Provost Harris to present on this item. Provost Harris reported that the Ph.D. of Agricultural Science program went through the THEC viability process and we are now seeking final approval. Initial approval to explore the potential of the program was given by the Board in March, 2020 with the requirement that the program be approved by the Board before implementation.

Chair Martin moved to recommendation to the full Board the approval of the new academic program, a Ph.D. of Agricultural Science, as contained in the Board materials for the November 18, 2021, Board meeting. The motion was seconded by Bill Johnson who then congratulated Dean Reddy. President Glover added comments

regarding the high demand in agricultural science and how the new program will add to TSU's prominence in the field. The motion carried unanimously by roll call vote.

VII. APPROVAL OF NEW ACADEMIC PROGRAM – B.S. ELEMENTARY EDUCATION

Chair Martin introduced the next item on the agenda as the approval of a new academic program, a B.S. in Elementary Education. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item, as contained in the Board materials for the November 18, 2021, Board meeting.

President Glover designated Provost Harris to present on this item. Provost Harris asked to explore a program in Elementary Education and provide notice to THEC that such exploration will begin. If successful, the new program will be brought back to the Board for final approval. Trustee Bill Johnson commented that TSU has a rich history of preparing elementary school teachers and moving such programs into the College of Education will strengthen the program.

Chair Martin moved to recommend to the full Board the approval to explore the potential for a new B.S. in Elementary Education program. Bill and Andre Johnson simultaneously seconded the motion which carried unanimously by role call vote.

VIII. APPROVAL OF NEW ACADEMIC PROGRAM – B.S. AFRICANA STUDIES

Chair Martin introduced the next item on the agenda as a new academic program: a B.S. in Africana Studies. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item, as contained in the Board materials for the November 18, 2021, Board meeting.

President Glover designated Provost Harris to present this agenda item and commented that this program is long overdue at TSU as an HBCU. Provost Harris presented the new program and sought approval from the Board to submit the exploration of the program to THEC as a program which will be housed in a current department. If successful, the program will be brought before the Board for final approval. Chair Martin commented that she is excited about the program and thanked everyone for their hard work on the program proposal.

Chair Martin moved to recommend to the full Board the approval to explore the potential of a new program, B.S. in Africana Studies, as contained in the Board materials for the November 18, 2021, Board meeting. The motion was seconded simultaneously by Bill and Andre Johnson and carried unanimously by role call vote.

IX. REPORT ON SACSCOC TEN YEAR ACCREDITATION REVIEW

Chair Martin introduced the next item on the agenda as the report on SACSCOC 10 year accreditation review. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item, as contained in the Board materials for the November 18, 2021, Board meeting. This is an informational discussion item only so not vote is required.

President Glover designated Provost Harris to present on this agenda item and noted that Dr. Andersen would present at the upcoming March meeting. Provost Harris commented that the university's current successes and initiatives are largely a result of going through the SACSCOC process. TSU timely submitted SACSCOC-

requested materials related to standard 32 and 34 and the SACSCOC board will meet in December to make decisions and determine reaccreditation.

Trustee Martin thanked Dr. Glover and others who worked on this accreditation review for their hard work.

X. ACADEMIC AFFAIRS REPORT

Chair 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 the Board materials dated November 18, 2021. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item. This is an informational discussion item only so no vote will be required.

Dr. Glover designated Provost Harris to comment on this agenda item. Provost Harris shared that TSU has completed the first of a Strategic Plan which will bring a more visible and focused mission and vision. The next year of the Strategic Plan will focus on data collection. Dr. Harris thanked the participants in the Strategic Plan efforts.

XI. REPORT ON CLEARY ACT CRIME STATISTICS

Chair Martin introduced the next item on the agenda as the report on Clery Act crime statistics and 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 November 18, 2021, Board materials.

Dr. Glover designated Chief Robinson to present on this agenda item. Chief Robinson spoke on the importance of safety on campus and its impact on all areas of the university's operations. He then explained the Clery Act Federal Mandate to report on crime statistics. Chief Robinson reported last year's crime statistics and noted that the numbers were a steep decline from earlier reports and that TSU is in the top 8% of safest campuses in the country. Chief Robinson reported that the TSU police will not stop there and will make efforts to continue to improve.

Chair Martin noted that she has seen a difference on campus since Chief Robinson came on board and thanked him for all he has done. Trustee Cole congratulated Chief Robinson on the successful report and suggested that TSU publicize its success in this area. No other questions or comments were presented.

XII. STUDENT AFFAIRS REPORT

Chair Martin introduced the next item on the agenda as the Student Affairs report. Chair 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 November 18, 2021, Board materials.

Dr. Glover designated Dean Frank Stevenson to report on this agenda item. Dean Stevenson gave a review and synopsis of how the university has handled COVID-19 this semester through testing, vaccination opportunities, vaccination incentives, and other mitigation efforts. Dean Stevenson was happy to report that the university had a period of six weeks of zero positive cases on campus. Dean Stevenson also reported on recent successes with the campus food pantry, professional head shot photo booth for students, and homecoming. Dean Stevenson then reported that the Counseling Center will be increasing TSU's mental health services available to students

including telehealth and checking in on students. He thanked the Health Center staff and all they've done during the pandemic.

Dr. Glover commended Dean Stevenson and thanked the Foundation for their assistance with Homecoming and Career Services. Chair Martin thanked Dean Stevenson for all the university is doing to allow students to just focus on their education. Trustee Cole thanked Dean Stevenson and congratulated him on the success regarding COVID and thanked Dr. Glover for her leadership. Trustee Thomas thanked Student Affairs for their efforts to keep students safe, and Health Services for taking care of her when she contracted COVID. Trustee Thomas reported that Student Affairs made sure she had everything she needed, and also commented on mental health services noting that other HBCUs are adding mental health days into their academic calendars. Trustee Thomas asked if there has been any thought of adding additional time off for students. Dr. Glover responded that she has conversations with Dean Stevenson and Curtis Johnson about this subject. Dean Stevenson thanked Trustee Thomas for sharing her experience. Dr. Glover added that TSU's COVID protocol was highlighted in the New York Times and the Tribune.

XIII. ADJOURNMENT

Chair Martin asked if there were any additional comments or business. Hearing none she asked for a motion to adjourn the meeting. Trustee B. Johnson moved to adjourn the meeting and Chair Martin seconded the motion. The meeting was adjourned at 9:23 a.m. CST.

**Tennessee State University
Board of Trustees**



**Approval of
New Academic Program
– Graduate Certificate
in Biotechnology**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of New Academic Program – Graduate Certificate in Biotechnology

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 Agriculture, requests approval to proceed with the offering of a Graduate Certificate in Biotechnology.

Pursuant to TSU’s Academic Programs, Units and Modifications process, which includes new academic programs, academic departments may seek the establishment of a new academic program 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 Provost and Vice President for Academic Affairs and the President must ultimately approve the submissions.

Pursuant to THEC Policy A1.5, upon the Board of Trustees’ approval of the new certificate program, the Chief Academic Officer will notify THEC, through the submission of a THEC established academic program notification form, that the certificate program has been approved by the institution and the governing board. An institution’s establishment of an academic certificate program does not require THEC approval.

Background

The College of Agriculture herewith seeks approval for the proposed Graduate Certificate in Biotechnology. The Graduate Certificate in Biotechnology will provide academic coursework in Biotechnology and serve as interim credential toward the completion of the MS in Agricultural Sciences (MSAS), Biotechnology Concentration. The program is a 6-course, 19 credit certificate which is comprised of existing courses currently offered as part of the MSAS program.

In Tennessee and the nation, the number of African Americans in STEM and Biotechnology is much lower than that of other demographics. Minority representation in the biotechnology industry is also deficient. As an 1890 Land Grant institution, TSU has a long-standing history of producing minority graduate degree holders in Agricultural Sciences. Therefore, the

Graduate Certificate in Biotechnology will increase the number of minorities trained in biotechnology and their placement in the biotechnology industry.

This Graduate Certificate program presents an excellent opportunity for TSU and its students to train in emerging biotechnologies and increase their marketability in the high-demand biotechnology workforce. A needs assessment survey for the Tennessee Biotechnology industry revealed that there is demand within the biotechnology industry for individuals with training in biotechnology in the form of certification and graduate degrees. It is anticipated that the establishment of this certificate program at TSU will train students for specific careers in the biotechnology industry.

Through this certificate program, biotechnology industry personnel will acquire needed and additional skills in emerging technologies through hands-on experiential learning and curriculum to advance the biotechnology industry in TN, the Nation, and Globally.

The program will increase enrollment in the Department of Agriculture Environmental Sciences (DAES) and TSU while being cost-neutral, leveraging resources that are already available in the DAES and the College of Agriculture.

The program will feed graduates to the M.S. and Ph.D. degree programs in the DAES, College of Agriculture at TSU. The DAES has a strong cadre of faculty who earned their Ph.D. degrees from prestigious universities throughout the nation. These faculty will support the Graduate Certificate Program in Biotechnology through teaching and hands-on experiential learning. Existing faculty will teach all the proposed courses for this program, and therefore no additional faculty and teaching infrastructure are requested in this proposal besides those already existing.

MOTION: To approve a new program to offer a Graduate Certificate in Biotechnology, as contained in the Board materials for the Board's March 17, 2022, meeting.

Tennessee State University

Board of Trustees



**Approval of
Academic Program
Modification
— Admissions Standards —
Master's in Business
Administration**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Academic Program Modification – Admissions Standards – Master’s in Business Administration

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 Business (Master of Business Administration), requests approval to proceed with revised admission standards. This admission standard is outlined below:

Master of Business Administration Admission/Test Waiver Options: The admission test may be waived for any applicants who meet at least one of the following:

1. Has earned at least a 3.0 undergraduate GPA;
2. Has 5+ years of professional or managerial work experience (resume required along with documented evidence);
3. Has earned a graduate/professional degree; and
4. Has 5+ years of U. S. military experience (resume required along with documented evidence).

The modified MBA admission requirements shall be applied to all delivery modes (e.g. online traditional, hybrid).

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.

MOTION: To approve an academic program modification by changing the admission standards for the Master of Business Administration, as contained in the Board materials for the Board’s March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



**Approval of
Academic Program
Modification –
Admission Standards –
Ph.D. in Public Policy
and Administration**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Academic Program Modification –
Admission Standards – Ph.D. in Public Policy and
Administration

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 Public Service, requests approval to proceed with revised admission standards for the Ph.D. in Public Policy and Administration program. This admission standard is outlined below:

1. Ph.D. in Public Policy and Administration

Current Admission Statement: Students completing the Master of Public Administration degree at TSU, with a GPA of at least 3.7, may have the GRE waived for admission into the Ph.D. program.

Proposed Admission Statement: “Non-GRE pathways to admission: Students completing the Master of Public Administration degree or a Master’s degree in an associated field at TSU or another accredited university with a program GPA of 3.7 or higher may have the GRE requirement waived for admission into the Ph.D. program. Students completing the Master of Public Administration degree or a master’s degree in an associated field at TSU or another accredited university with a program GPA lower than 3.7 (while having a GPA of at least 3.25 in previous graduate studies) and who meet all admissions criteria for one of the 18 credit-hour graduate certificate programs offered by the Department of Public Administration, may be admitted to that graduate certificate program. If they complete that graduate certificate program with a 3.7 or higher cumulative GPA in the certificate coursework, the GRE will be waived for admission into the Ph.D. program. All other admission requirements must be met by any applicant seeking admission through one of these pathways.”

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.

MOTION: To approve an academic program modification by changing the admission standards for the Ph.D. in Public Policy and Administration, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



**Approval of
Academic Program
Modification
– Admission Standards –
Doctor of Education**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Academic Program Modification –
Admission Standards – Doctor of Education

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, requests approval to proceed with revised admission standards for the Doctor of Education (Ed.D.). This admission standard is outlined below:

Doctor of Education - Ed.D. – the following chart outlines the current and previous admission standards.

- a. Removal of GRE/MAT Test Requirement.
- b. Addition of Conditional Admission - Applicants who do not meet the admissions criteria may submit a letter of appeal. The applicant may submit an appeal request form and must include the following: (a) an acceptable work record (resume or curriculum vita), three written letters of recommendation indicating probable success in the program, and completion of the appeals request form to be considered as a conditional student. The appeal's form will be submitted to the Department Chair. The department chair will provide a recommendation for approval. The Dean will make the final decision. The student must remove conditional status in the first nine hours of graduate courses; failure to do so will result in dismissal from the program.

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.

MOTION: To approve a program modification to the Doctor of Education academic program, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Academic Program Modification –
Admission Standards – Master’s in Education

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, requests approval to proceed with revised admission standards for the Master’s in Education program. This admission standard is outlined below:

Master of Education – the following chart outlines the current and previous admission standards.

- a. Removal of GRE/MAT Test Requirement
- b. Deadlines – admission materials and application must be submitted by the following deadlines.
 - i. Fall admission: July 1st
 - ii. Spring Admission: November 1st
 - iii. Summer Admission: February 1st.
- c. Addition of Conditional Admission - Applicants who do not meet the admissions criteria may submit a letter of appeal. The applicant may submit an appeal request form and must include the following: (a) an acceptable work record (resume or curriculum vita), three written letters of recommendation indicating probable success in the program, and completion of the appeals request form to be considered as a conditional student. The appeal’s form will be submitted to the Department Chair. The department chair will provide a recommendation for approval. The Dean will make the final decision. The student must remove conditional status in the first nine hours of graduate courses; failure to do so will result in dismissal from the program.
- d. Licensure program Admission – licensure applicants are required to submit a district recommendation form that provides evidence of the following (a) successful completion of an Educator Preparation Program, (b) a valid teacher’s license from Tennessee or a State other than Tennessee (c) a minimum of two years of qualifying education experience as defined by department, (d) demonstrated effectiveness as an educator in most recent two years as evidenced by a state-approved evaluation model

or similar measures for educators employed in schools that do not use the state approved evaluation model, (e) disposition form , (f) three letters of recommendation on official employment letterhead; (g) an acceptable score on an interview conducted by a program admission committee inclusive of LEA representation.

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.

MOTION: To approve a program modification to the Master's in Education academic program, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



**Approval of
Academic Program
Modification
– Admission Standards –
Post-Master’s Level
Educational Specialist in
Instructional Leadership**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Academic Program Modification –
Admission Standards – Post-Master’s Level Educational
Specialist in Instructional Leadership

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, requests approval to proceed with revised admission standards for the Ed.S. in Instructional Leadership Non-Licensure/Licensure academic program. This admission standard is outlined below:

Ed.S. in Instructional Leadership (Non-Licensure/Licensure) – the following chart outlines the current and previous admission standards.

1. Removal of GRE/MAT Test Requirement
2. Deadlines – admission materials and application must be submitted by the following deadlines.
 - i. Fall admission: July 1st
 - ii. Spring Admission: November 1st
 - iii. Summer Admission: February 1st.
3. Addition of Conditional Admission - Applicants who do not meet the admissions criteria may submit a letter of appeal. The applicant may submit an appeal request form and must include the following: (a) an acceptable work record (resume or curriculum vita), three written letters of recommendation indicating probable success in the program, and completion of the appeals request form to be considered as a conditional student. The appeal’s form will be submitted to the Department Chair. The department chair will provide a recommendation for approval. The Dean will make the final decision. The student must remove conditional status in the first nine hours of graduate courses; failure to do so will result in dismissal from the program.
4. Licensure program Admission – licensure applicants are required to submit a district recommendation form that provides evidence of the following (a) successful completion of an Educator Preparation Program, (b) a valid teacher’s license from Tennessee or a State other than Tennessee (c) a minimum of two

years of qualifying education experience as defined by department, (d) demonstrated effectiveness as an educator in most recent two years as evidenced by a state-approved evaluation model or similar measures for educators employed in schools that do not use the state approved evaluation model, (e) disposition form , (f) three letters of recommendation on official employment letterhead; (g) an acceptable score on an interview conducted by a program admission committee inclusive of LEA representation.

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.

MOTION: To approve a program modification to the Post-Master's Level Educational Specialist in Instructional Leadership academic program, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



**Approval of
New Mode of Delivery
of Academic Program –
Bachelor’s in Business
Administration**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of New Mode of Delivery of Academic Program
– Bachelor’s in Business Administration

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 Business, requests approval to proceed with the offering of its Bachelor’s in Business Administration in a distance education (online) format.

Pursuant to TSU’s Academic Programs, Units and Modifications process, which includes new academic programs, academic departments may seek the establishment of a new academic program 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 Provost and Vice President for Academic Affairs and the President must ultimately approve the submissions.

Pursuant to THEC Policy A1.5, upon the Board of Trustees’ approval of the new mode of delivery, the Chief Academic Officer will notify THEC, through the submission of a THEC established academic program notification form, that the academic action has been approved by the institution and the governing board. This particular academic action does not require THEC approval.

Background

The Department of Business seeks approval for its proposal to add a method of instructional delivery for the following existing undergraduate program in a distance education (online) format: Bachelor’s in Business Administration. The primary target audience for the fully online delivery method will be non-traditional students who are already working in the industry and who wish to pursue a Bachelor’s degree to better position themselves for advancement within their field. The Department of Business’ Advisory Board members indicated that a fully online format would be advantageous for their employees, citing highly variable work schedules due to demand driven services for hotels, restaurants, and local music venues. The current delivery mode, traditional format, will be retained. This is an additional delivery format.

MOTION: To approve the offering of a Bachelor's in Business Administration in a distance education (online) format, as contained in the Board materials for the Board's March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



**Approval of a
Program Offering at Avon
Williams Campus Location –
Master’s in Business
Administration (MBA)**

TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

ACTION ITEM

DATE: March 17, 2022

ITEM: Approval of Program Offering at Avon Williams Campus
Location – Master’s in Business Administration (MBA)

RECOMMENDED ACTION: Approval

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

Pursuant to updated SACSCOC Substantive Change Policy and Procedures, the University may seek approval to offer 50% or more of a program’s instruction initiating an internal review process. The Provost and Vice President for Academic Affairs and the President must ultimately approve the submissions. Upon approval by the TSU Board of Trustees, SACSCOC provides final approval.

The University, with the support of the College of Business, requests approval to proceed with the offering of 50% or more of delivered instruction of its existing Master of Business Administration at the Avon Williams Campus

Pursuant to the FOCUS Act, the Board’s Bylaws, and the Board’s Delegation of Authority to the President Policy, the Board must approve off-campus instructional sites for academic programs. Upon approval by the Board, SACSOC must provide final approval.

Background

The Department of Business Administration is proposing to make available 50% or more of a program’s instruction for the following existing graduate program at the Avon Williams Campus: Master of Business Administration. The proposed instructional delivery of the degree program is designed to increase convenience for working professionals and to enhance TSU’s pipeline to non-traditional students by offering students the experience of advanced study in their field of business administration.

MOTION: To approve the offering of the Master’s in Business Administration (MBA) program at the Avon Williams campus, as contained in the Board materials for the Board’s March 17, 2022, meeting.

**Tennessee State University
Board of Trustees**



TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: March 17, 2022

ITEM: Report on SACSCOC Ten Year Accreditation Review

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 the SACSCOC Ten Year Accreditation Review.

SACSCOC

University's Reaffirmation of Accreditation

The Board of Trustees of the Southern Association of Colleges and Schools (SACSCOC), at its December 2-6, 2021, meeting, voted to reaffirm the accreditation of Tennessee State University for the ten-year maximum. The next reaffirmation is 2030.

The SACSCOC Action Letter was received on January 12, 2022, officially informing TSU about the reaffirmation, with a request for TSU to submit a report (Monitoring) to verify continued compliance with standard 13.4.

Next Steps and Timeline

- September 8, 2022 – Monitoring Report with documentation, including financial audit reports for the two most recent fiscal years and its most recent financial aid audit, are due to SACSCOC.

SACSCOC Review Process:

The Monitoring Report is reviewed by SACSCOC Board of Trustees and is subject to the review procedures of SACSCOC's standing committees, including the continuation of a monitoring period.

**Tennessee State University
Board of Trustees**



**Academic Affairs
Report**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: March 17, 2022

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.

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM
ACADEMIC AFFAIRS REPORT
March 17, 2022

Over the past four months, Academic Affairs successfully transitioned to the spring semester. Academic Affairs continues to elevate educational excellence through the pursuit of program review, faculty development opportunities, process design, tenure and promotion, and student outreach and mentoring. While the University continues to face the harsh realities of the pandemic and other external and internal pressures, Academic Affairs demonstrates ongoing success across the academic and non-academic units. The Office of the Provost and Vice President for Academic Affairs has a foundation of collaboration and institutional effectiveness built on the individual, programmatic, and division-wide strengths of the faculty, staff, and students.

QUALITY ENHANCEMENT PLAN – CADENCE

CADENCE staff hosted two workshops for university stakeholders in collaboration with EAB, to provide insights and guidance related to implementing Academic Advising, Coordinate Care and Career Development. A total of 70 individuals participated in these workshops. The CADENCE director has become conversations with individual academic departments to develop Experiential Major Maps. Several academic departments have participated in EAB Navigate introductions/refresher training. The Career Development Center director reported seeing an increased interest in partnership from academic affairs because of the work of CADENCE. Finally, CADENCE staff is working with Hanover Research to launch a survey to collect perspectives from students who stopped or suspended their enrollment at TSU.

OAA UPDATES

Program, Staff and Faculty Development

Academic Affairs continues to offer new opportunities for program, staff, and faculty development. Below are some of the development opportunities and initiatives available to TSU faculty initiated by the Office of the Provost and Vice President for Academic Affairs.

- **Gateway to 8** – a series of workshops aimed at improving performance while offering TSU staff and faculty opportunities to engage. This series, funded by Title III, holds seminars on nutrition, customer service, leadership etc.
- **Faculty Wellness Institute** – the inaugural Faculty Wellness Institute is a four-part series focused on faculty well-being, mental health, and work-life balance. This offers faculty an opportunity to engage and focus on the elements of their lives that assist with job performance.
- **Faculty Collaborative** – a new partnership formed that offers faculty access to workshops, lectures, and mentoring for enhanced pedagogy and classroom innovation.
- **Council of Administrative Professionals** – a committee of Administrative Professionals in the Division of Academic Affairs with the purpose of ensuring opportunities for these essential front-line staff. The Council has organized Lunch and Learns, welcome kits, and is in the process of designing a grant with the goal of improving onboarding.

- **Annual Health Checks** – programs were each required to conduct an annual health check focused on enrollment, faculty workload, and retention to assess their program successes and areas for improvement. This uses the EAB Academic Performance Solutions database.
- **New Faculty Orientation** – the Office of the Provost offers all new faculty (full-time, temporary, and adjunct) an orientation at the beginning of the fall and spring semesters. These orientations provide faculty with key logistical and performance information to foster success and commitment.
- **Assessment Day** – over 140 stakeholders attended workshops on TSU’s Assessment Day organized by OIERPA on February 18, 2022. This important event highlighted key areas for enhancing academic and administrative assessment processes and outcomes.
- **Quality Assurance Grant** – in partnership with Title III, the Office of the Provost conducted a Request for Proposals process to provide programs with funds needed to enhance accreditation and program review. As a result, over \$125,000 in grants were awarded to cover required equipment and software needed to improve accreditation and program review outcomes.
- **Academic Success Center** – due to advising restructuring first year students, the Academic Success Center has strengthened their focus on sophomores and departmental partnerships. The goal is to improve advising as students transition to program-level advising.
- **Data Accessibility**– in an effort to deliver highly useful and valuable information, Institutional Research has made a number of improvements to provide commonly requested data accessible for all stakeholders - faculty, staff, alumni, and prospective students - via suitable visualizations. These include the TSU Quick Facts, Enrollment Dashboard, and Assessment Summary Dashboard. By making each of these publicly accessible to TSU stakeholders, IR is creating easy pathways for faculty and staff to write grants, engage in academic program planning, and facilitate improvements to curriculum, course delivery, and instruction.

THEC APPROVAL OF NEW TSU ACADEMIC PROGRAM – PH.D. IN AGRICULTURAL SCIENCES

On January 28, 2022, THEC approved TSU’s PhD in Agricultural Sciences academic program, and on January 31, 2022, THEC staff submitted its final approval letter to TSU for the Ph.D in Agricultural Sciences program. After Provost Harris and President Glover approved the program, the item went to the TSU BOT in March 2020 to receive initial TSU BOT approval to proceed with the THEC formal approval process. This includes preparation and submission of a Letter of Notification (LON) to THEC. An LON contains information about the proposed program, including projected implementation date, purpose and nature of the program, program alignment with state master plan and institutional mission, program costs and financial projections, and existing programs at other Tennessee universities.

The Provost submitted the LON to THEC in July 2020, and the program underwent the standard THEC review process, including a review by external reviewers and the receipt of comments by THEC staff in July 2021. The PhD in Agricultural Sciences program was then presented to the TSU BOT in November 2021 for final approval, which the Board granted. THEC then gave

final approval of the program on January 28, 2022. SACSCOC must now approve the program because it is deemed a substantive change under SACSCOC accreditation standards.

**Tennessee State University
Board of Trustees**



**Student Affairs
Report**

TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES
INFORMATION ITEM

DATE: March 17, 2022

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.

Student Affairs Board Report

March 2022

COVID Update

Tennessee State University continues to operate a strategic plan to monitor and assist students that test positive for COVID. The University has testing, vaccination shots, and an Isolation /Quarantine Zone as part of the COVID safety plan.

Aristocrat of Bands (AOB)

The Tennessee State University Aristocrat of Bands is celebrating its 75th anniversary year with an amazing return to performance this academic year! Under the leadership of Prof. Reginald McDonald, the AOB has represented Tennessee State University at several high profile performances, kicking off the year with the distinct honor of being the only HBCU band to perform in the 133rd Rose Bowl Parade and also performed at both NBA and NFL games for the Los Angeles Lakers following their Rose Bowl performance, the Memphis Grizzlies for HBCU night, and for the Tennessee Titans. The AOB also participated in the Houston Battle of the Bands.

Both the AOB and several band staff members were honored this year also. The AOB was presented with a special exhibit artifact at the California African America Museum during their time in CA for the Rose Bowl Performance, and were subsequently asked to present a special artifact annually for the exhibit celebrating the AOB and Tennessee State University.

The AOB also received a special resolution presented by Nashville Metro Government celebrating 75 years of the AOB. Prof. Reginald McDonald received the All-State conductor honor by the Indiana Music Educators Association and served as a National Music Educator panelist, while fellow Assistant Band Directors Larry Jenkins and Derrick Green and AOB staff MarVelous Brown have been honored as Nashville Artist of the Month, as well as by the Nashville Scene, and in several other music spaces in and outside of Nashville for their band Brassville. Assistant Band Director Derrick Green was also recently honored as the 2022 Ludwig Artist.

The Aristocrat of Bands is also excited to welcome back both the Zeta Pi Chapter of Kappa Kappa Psi, and the Zeta Pi Chapter of Tai Beta Sigma, as both chapters have been rechartered on Tennessee State University's campus.

The AOB returned to campus in the Fall with 283 fully vaccinated members of the band and tested weekly to ensure the safety of the AOB and the Tennessee State University campus. This remains an exciting time for the AOB and the Division of Student Affairs.

Looking Closer

Voting and Registration Rates

| | 2016 | 2018 | 2020 | 2016-2020 Change (p.p.) |
|---|-------|-------|-------|----------------------------|
| Total eligible voters | 7,160 | 6,489 | 6,599 | ↓ -560 |
| Number of students who registered | 5,258 | 5,179 | 5,395 | ↑ 137 |
| Number of students who voted | 2,717 | 2,025 | 3,876 | ↑ 1,159 |
| Registration Rate % | 73 | 80 | 82 | ↑ 8 |
| Voting Rate of Registered Students % | 52 | 39 | 72 | ↑ 20 |
| Voting Rate % | 38 | 31 | 59 | ↑ 21 |

This page provides the numbers we used to calculate your voting, registration, and yield rates. The sub-categories under total student enrollment are the adjustments that we make to account for students who are ineligible to vote due to age or citizenship status. We also exclude, when correctly flagged, students who are not pursuing degrees.

We use IPEDS-derived estimates of NRAs when institutions do not submit non-resident alien status data to NSC, or we cannot verify the accuracy of the reported counts. This estimate is given by "IPEDS estimated non-resident aliens" on this page. If you believe the number of international students reported on this report is incorrect, you can manually adjust your institution's voting rates by using our recalculation tool. <https://id-he.tufts.edu/nsive/nsive-recalculation-tool>.