

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

MINUTES

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

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

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

I. CALL TO ORDER

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

II. ROLL CALL/DECLARATION OF A QUORUM

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

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

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

IV. APPROVAL OF OFF-CAMPUS ACADEMIC PROGRAM SITE

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

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

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

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

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

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

V. REPORT ON SACSCOC TEN YEAR REAFFIRMATION REVIEW

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

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

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

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

VI. ACADEMIC AFFAIRS REPORT

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

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

Online

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

Hybrid

1. Executive MBA
2. Accelerated MBA

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

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

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

VII. REPORT ON STUDENT RESIDENTIAL FACILITIES

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

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

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

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

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

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

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

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

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

VIII. STUDENT AFFAIRS REPORT

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

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

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

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

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

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

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

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

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

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

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

IX. ADJOURNMENT

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

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