

PADM 6500

Internship in the Public Service

Six credits (300 hours of internship time). Syllabus v. 2.25.2026

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Official Course Update Statement (Spring 2026)

No instructional time or schedule in this internship course was disrupted by the winter storm and extended power outage in the Nashville area during the week of January 26, 2026. Therefore, no modifications were necessary to this syllabus as a result. No required learning outcomes have been reduced or eliminated.

Instructor

Dr. Angela Paez anicho10@tnstate.edu, 615-963-7251

Office Hours

Mon-Fr, 9:00 am – 11 am, I will be available to talk over the phone or zoom. Please send me an email if you are planning on calling me or would like to meet on zoom. I teach several courses per semester, and other students have likely reached out to talk to me within the same timeframe. Keep in mind that I am always happy to talk to my students, but meetings, research, and academic commitments make it essential for us to make appointments to assist in planning and make the best use of your time.

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Course description


Students may be approved for an internship and enrollment in PA 6500 after completing at least 15 credit hours of coursework.

Students *determined by their advisor* as being “in-service” – having one or more years of professional-level experience in a public agency, nonprofit, or public affairs setting – may be considered as exempt from the internship requirement. Such students must then satisfactorily complete an alternative assignment documenting their experience and its relationship to the competencies and coursework of the MPA, due by one week following comp exams in their final semester.

For six credits of internship, students must complete a supervised internship of at least 300 hours. Students typically work for state or city agencies acquiring on the job experience in government, or with a nonprofit organization. Students with little or no experience in public or non-profit administration should contact the director or coordinator concerning an internship.

Students may locate a potential internship on their own or request assistance from instructors in locating one. Once a potential internship has been discussed by the sponsoring agency and the student, a contact person – preferably the intern’s work supervisor – must be identified. This individual will play an important part in providing periodic feedback to the instructor concerning the intern’s performance on the job. Thus, students must inform the instructor of this individual’s contact information via the [Internship Details Form](#). The internship description worked out between the student and the agency must also be reviewed by the internship coordinator/department chair *prior to commencement of work*, to determine that it falls within criteria for credit. Therefore, students should not enter into a commitment to an internship with an agency in hopes of receiving credit towards their MPA without discussing it with the internship coordinator/department chair.

Students must register and pay for 6 credits of PADM 6500 in order to receive credit for their internship once the Internship Coordinator/Department Chair has indicated that the terms of the internship agreement between the student and the internship organization meet criteria for credit.

 Students must provide the [Information for Internship Organizations](#) PDF to their supervisor early in the process of discussing a possible internship, to ensure that the organization is aware of the documentation needed for credit eligibility, including the internship award letter with job description and the final supervisor evaluation form.

Mission, MPA Program

MPA Program Mission. Our MPA program prepares public and nonprofit managers and leaders to meet societal needs. We recognize the goals of our students working in, or preparing for, public service by emphasizing flexibility and quality in an online teaching and learning environment. As scholars, we engage in research and service to the University, community, and profession in Middle Tennessee and beyond; these activities enhance our ability to develop students as professionals.

We teach the core concepts of public administration with a focus on real-world issues, analytical problem-solving, and management skills. Students may build specialized skills in public policy, leadership, nonprofit management, or local government management via completion of one of four graduate certificates. As instructors and advisors, we work closely with students to support classroom and career achievement; in return, students are expected to pursue academic excellence and demonstrate integrity.

Public Service Values Statement. The guiding public service values of the MPA program in the College of Public Service at TSU are:

- *Public servants should practice impartiality and fairness in their daily work*
- *Public servants should work in a competent, transparent, and accountable manner towards the public good*
- *Public servants should be responsible and innovative stewards who seek to create the most public value out of scarce resources*
- *Public servants should understand, value, and respect both individual differences and commonalities, working to create and maintain thriving organizations and communities.*

Assignments, weight in grade and due dates

Documentation and materials required for evaluation of the internship experience consist of the following:

Before registering for internship credit, and before semester starts:

- **INTERNSHIP DETAILS FORM.** First, before beginning of the internship, the student must submit the [Internship Details Form](#) to the department internship coordinator/department chair. The internship coordinator/chair will indicate whether the described opportunity meets department expectations for credit conditional on completion of 300 hours plus required assignments. Do not begin an internship agreement with an organization that you hope will be suitable for credit until you have ensured that it actually does, via discussion with the internship coordinator and an accepted internship details form.
- **AGENCY AWARD LETTER.** This letter or other official correspondence regarding the agency's approval of the internship and job description must be submitted along with the Internship Details Form. (See the [Information for Internship Organizations PDF](#) which should be provided to the supervisor, which includes information about this letter).

Due by Wednesday, 1/14/2026 (Wednesday of first week of class):

- 10 % - A copy of each of the final versions of the above is due to the dropbox in eLearn for record-keeping purposes.

Prepare during internship, Due by **Monday, 4/20/2026 (Monday of week before finals begin):**

- 30 % - **INTERNSHIP DAILY LOG.** During and throughout the entire internship, the student must create and maintain the Internship Daily Log (details below).

Complete at end of internship, Due by **Monday 4/27/2026 (Monday of finals week):**

- 40 % - **INTERNSHIP REFLECTION PAPER.** Towards the end of the internship, the student must write the Internship Reflection Paper (details below), which draws upon the log but is more formal.
- 20 % - **SUPERVISOR EVALUATION FORM.** Finally, the student must ensure the internship supervisor at the agency has a copy of the required [Supervisor Evaluation Form](#) and knows that it should be submitted directly to the internship coordinator/department chair by one week prior to the end of the semester. (Also, any other agency performance evaluations completed during the internship period should be submitted to the instructor.)

Evaluation for the internship will be holistic based upon the log (25%, paper, and supervisor evaluation. High-quality work will be complete, thorough, and well-written; reflection must also demonstrate accurate understanding of relevant PA concepts from coursework and readings and their thoughtful application to the experiences of the internship.

REQUIRED DOCUMENTS: Internship Details Form and Agency Award Letter

At the beginning of the internship, the student must submit the [Internship Details Form](#), to the department internship coordinator/department chair. Also included with that form must be the agency award letter or other official equivalent correspondence regarding the agency's approval of the internship and job description. Students should not enter into a commitment to an internship with an agency in hopes of receiving credit towards their MPA without discussing it with the internship coordinator/department chair. Information about this letter is included in the [Information for Internship Organizations PDF](#) which should be provided to the supervisor during discussion of any potential internship to be eligible for credit.

REQUIRED PRODUCT: Student Internship Daily LOG

Students will need to keep a log or journal of their internship experience. Use a three-ring binder or large notebook divided into three sections.

LOG SECTION: "Job Notes"

One section of the notebook will be written in, during or after each work day. These "Job Notes" simply record what you did at the internship assignment that day. Each entry should be dated. Try to be as descriptive as possible. You do not need to enter a chronology of events. Instead, strive for as complete a description of your overall activities of the day as you can. In addition, information about the agency's mission, your job description, a discussion with a co-worker, feedback from your supervisor or a colleague can be entered here. Aim for at least a page per day. Note: please do not refer to supervisors or co-workers by name; initials or pseudonyms will suffice.

LOG SECTION: "Reflections"

The second section labeled "Reflections" will record how you felt about the assignment recounted in "Job Notes." As in "Job Notes" students should write in this section every day. Each entry should be dated. Ask yourself questions such as:

- How did your tasks today connect with any specific competencies and student learning outcomes (https://www.tnstate.edu/cpsua/documents/programs/competencies_by_course_mpa.pdf) or the mission and values of the MPA program (<https://www.tnstate.edu/cpsua/degrees/mpa.aspx#missionvalues>)?
- Did your experience today mesh with what you understand of your agency's mission or your internship job description? Or did it challenge your expectations?
- Did you receive direction or feedback from anyone?
- If you dealt with clients, what did you think about those encounters?
- How would you evaluate today's internship experience? Did you feel good, bad, confused, indifferent about your assignment today?

LOG SECTION: “Theory and Practice”

The third section labeled “Theory and Practice” should discuss how what you have studied thus far in public administration elucidates your job experience. For example, if February 29th's entry cites your work that day consisting of envelope stuffing for a mass mail-out, what have you read or studied in public administration which helps you understand why you were stuffing envelopes or how. Writings or lectures on bureaucracy, efficiency, customer service or Taylor's scientific management might be introduced depending on how you conceptualized the work assignment that day. While this section may not consist of daily entries, students are encouraged to write in this section at least several times a week.

REQUIRED PRODUCT: Student Internship Self-Evaluation PAPER

This paper will be due at the end of your internship. It should evaluate your internship as a learning experience. Since you will be turning in your Log as well at the same time, you can refer to it as a secondary source (e.g. Log, p. 29 or Log, February 29th). You are aiming to achieve three general purposes with the Self-Evaluation. You must:

- Evaluate whether/how your internship experience effectively taught you how a public/non-profit/government-facing organization works; how an employee helps to deliver that agency's mission or goals; how people fit/don't fit organizations, etc.
- Demonstrate the relevance or application of the coursework you have had, including concepts and readings, in the context of your internship. The Theory and Practice section of your log should help with this aspect.
- Articulate career goals or a career strategy more precisely as a result of the internship experience.

Your paper will be evaluated holistically according to whether and how well you meet these three criteria.

- ➔ Before you begin to write your paper, please **take a close look at the five overarching MPA program competencies and associated student learning** outcomes available at this link: https://www.tnstate.edu/cpsua/documents/programs/competencies_by_course_mpa.pdf. You must make explicit connections between concepts and skills you choose from your MPA coursework and these competencies in your paper.
- ➔ Also, please **review the mission and values statement of the MPA program** at Tennessee State University: <https://www.tnstate.edu/cpsua/degrees/mpa.aspx#missionvalues>. Make explicit connections with the mission and values statement as appropriate in your paper.
- ➔ Required length is **12 to 20 double-spaced pages** (not including any references if applicable). Use 11-pt. font (Calibri, Cambria, Arial, or Times New Roman.)
- ➔ **Proofread** your work just like you would for a course paper.
- ➔ **ACADEMIC HONESTY AND USE OF SOURCES:** This is *not* a research paper: however, you should cite textbooks, course readings or other material from your studies as you make clear the connections between your internship experience and your learning in the program. **The entire paper must be written in your own words** (except for any quotations, which should be included in quotes and with source documented in APA format). Sources must be cited for any paraphrased or summarized material. Papers may be submitted to Turnitin for plagiarism detection; any issues with plagiarism or insufficient/patchwork paraphrase will result in the paper being turned back to the student for rewriting, which may delay program completion.
- ➔ **ACADEMIC HONESTY AND USE OF GENERATIVE AI:** Intellectual honesty is vital to an academic community and for fair evaluation of your work. Use of generative AI, including but not limited to ChatGPT, is **not** permitted for this task, which is meant to be a personal reflection by the student. Any issues with use of generative AI may result in the paper being turned back to the student for rewriting, which may in turn delay program completion.
- ➔ APA citation format can be checked at [Purdue OWL](#). Other resources for writing are available at the [TSU MPA Communications Resources](#) site. The free version of [Grammarly](#) may be useful to you in your writing process.

Before outlining your paper, it is recommended that you re-read your Log and try to derive larger themes or a “bigger picture” of what you did, how you felt about it or even, your conception of public administration. Fictional examples follow:

“I had originally thought of my job description as vague but now I

see that the vagueness was intentional. As a temporary, part-time employee, my task was to fill in the gaps between everyone else. I was the ‘glue’ that held things together!”

“I began the internship with great confidence in my abilities in any situation but gradually discovered by the second month that I had so much to learn about the organization’s operations, three more months just weren’t going to be enough.”

“So much of the public administration and management Literature discusses the big issues, the idealistic side. You don’t really get a sense from most of the readings of how much time and effort goes into a task (such as a mass mail-out) that its purpose – why you are doing it gets displaced by concerns of *how* you’re doing it. I can see how larger values like responsiveness and accountability get lost in a crisis or time crunch.”

As discussed, the self-evaluation is intended to draw the “big picture” from the student’s internship experience. You are trying to put the internship’s lessons in perspective both in the context of PA as well as your career goals. To get started, ask yourself about the goals and expectation you had at the beginning of the internship. Review what you wrote under “Job Notes” and “Reflections” those first few weeks and ponder your experiences with the benefit of hindsight:

- What do you know now you didn’t then?
- What knowledge or information would have made those first weeks easier?
- And, have you revised your career plans as a result of the experience?
- What do you want to learn now?

REQUIRED PRODUCT: Supervisor evaluation

As noted above, it is essential that the instructor be able to contact the intern’s work supervisor and that the supervisor has contact information for the internship coordinator/department chair. The supervisor’s role with respect to the awarding of credit for the internship is to provide the [Supervisor Evaluation Form](#) directly to the internship coordinator/department chair by one week prior to the end of semester in which credit is to be received.

Due Date

ALL required products from the internship must be submitted in the eLearn course shell. **Note: given the timing of the due dates to allow for the 300 hours of the internship to be completed, late daily log or late final paper will not be accepted.** If it is your last semester, late internship materials can prevent you from graduating as planned.

Supervisor concerns

The the work supervisor should contact the instructor if the intern’s performance or the internship experience is not satisfactory.

Student concerns

If at any time the student’s internship placement does not proceed as promised – for example, the student is asked to work extra hours or is assigned work outside the scope of the initial agreement, if the student feels treated unfairly or unethically – he or she is urged to bring these matters to the internship coordinator (Department Chair’s) attention. If serious problems arise, another internship may be required.

Recommended Learning Resources

There are a few books dealing with the value of internships and how to succeed in achieving the most from the internship. Most will deal with the subject from a broad perspective, that is, they cover both undergraduate and graduate-level internships and examine internships in the arts, business, retail, etc. in addition to government. These resources may not serve your more immediate needs. Nevertheless, if you are eager for additional information, several books are listed below:

- Coplin, William D. *10 Things Employers Want You to Learn in College: The Know-How You Need to Succeed*.
- Oldman, Mark. *The Internship Bible*. 10th edition (Princeton Review Series).
- Sweitzer, H. Frederick and Mary A. King. *The Successful Internship: Transformation and Empowerment in Experiential Learning*. Wadsworth, 2nd edition.

Resources

Academic Calendar

The [academic calendar](#) contains critical dates for all students to know, including registration open dates, first day of classes, last day to withdraw from a course or from the University, and so on.

The Writing Center

Students needing assistance with writing skills should seek assistance from the [TSU Writing Center](#). The purpose of the center is to support those members of the University community who are seeking to become strong, independent writers. If the Course Instructor determines (based on a review of drafts) that the student needs assistance with writing, then the student may be required to schedule and attend a session with a TSU Writing Center Tutor. They also offer a **Virtual Writing Center** for those unable to attend an appointment in person and University-wide workshops and in-class workshops at the instructor's request.

MPA Communication Resources

The department maintains a portal to a variety of resources that may be beneficial to you in preparing your project deliverables at <http://bit.ly/mpacommunication>. You are encouraged to make use of it.

Additional policies

Accommodation and accessibility

Please see the University policy statement on individual accommodation included towards the end of this syllabus. Regardless of accommodation status, if you have an *accessibility* issue with any materials provided in eLearn or other items please notify me of the issue as soon as possible.

Dropping or withdrawing from a class

I cannot withdraw you from the class myself; if you want to withdraw, you need to complete the required actions by the last date of possible withdrawal (you are responsible for knowing this date, always see the appropriate [TSU Academic Calendar](#)). Faculty are, however, obligated to report non-attendance or stopped attendance at certain intervals during the semester which can affect financial aid. If you stop fulfilling class requirements but do not take the proper actions to withdraw by the deadline, and you remain on my roster at the end of the semester, you receive a failing grade due to failure to complete the minimum required elements of the course. Incompletes may be given only after consultation with me, with documentation of the official reason, and for students *who completed coursework satisfactorily past the point of the withdrawal deadline*; they are rare and meant for unusual circumstances that arise late in the semester course (such as medical emergency, bereavement, car accident) that prevent a student from completing the last items due in the course. Incomplete grades turn to an F automatically at the end of the next regular (fall or spring) semester if the student does not complete the required tasks on the schedule set by the instructor on the agreed upon plan in time for the final grade to be provided to Records for updating (before finals week). If you want to withdraw from a single course, while remaining in another course, you may try to drop it using the Add/Drop Worksheet in Banner Services that you use when registering. If that will not permit you to drop or if there is a hold preventing you from changing registration, you must use the [course withdrawal form](#) and will need to get the Department Chair's signature ([Dr. Streams](#); via email) before you email the form to the Records office. If you want to withdraw from *all* the course(s) you are registered for in a semester, that is "University Withdrawal" and you use the [University Withdrawal Form online](#). If

you withdraw from the University, you will need to apply for readmission to come back. This is not a full application like you did at the start -- contact Dr. Streams for current instructions on readmission. Leave at least a month or more before registration opens for the semester in which you want to return to allow for the readmission process and any aid/account matters to be resolved.

Costs of late schedule adjustment/registration, withdrawing from classes

Late registration/add/drop can incur a fee, and "late" begins on Day 1 of the semester (see the [Academic Calendar](#) for dates of add/drop). Dropping or withdrawing from a class incurs an increasing penalty beginning on the first day of the semester and rising to full cost of the course well before the withdrawal deadline itself -- see the Bursar's webpage for the [proration schedule](#). Impact of retakes, withdrawals, and other issues with course completion or academic progress on financial aid is an individual situation -- any questions about aid must be directed to the [Financial Aid Office](#). Non-financial aid-related questions about your balance and student account should go to the [Bursar's Office](#). Always have your schedule set in place before the first day of classes with appropriate class(es) for your program of study, and with your balance or payment plan settled, to avoid problems and risk of extra costs. Registrations may be purged by the University at a certain point in semester for non-payment, without reinstatement. It is up to the student to check if their registration was purged for nonpayment and if not to withdraw formally.

Disability accommodation statement

TSU is committed to creating inclusive learning environments and providing all students with opportunities to learn and excel in their course of study. Any student with a disability or condition which might interfere with class performance or attendance may arrange for reasonable accommodations by visiting the Office of Disability Services (ODS). ODS can be reached at 963-7400 or www.tnstate.edu/disabilityservices. You will be required to speak with ODS staff and provide documentation of the need for an accommodation. If you qualify for an accommodation, you will be provided with a document stating what type of instructional accommodations are permitted to be made by the instructor. It is your responsibility to give a copy of this document to the instructor as soon as you receive it. Accommodations can only be provided after the instructor receives the accommodation instructions from ODS; accommodations are not retroactive. You must follow this process for each semester that you require accommodations. Please visit the [ODS website](#) for details on the process and more information; the process should be carried out as early in the semester as possible for an existing need.

Student ID

TSU students at all levels are expected to have their IDs with them any time they are physically on campus, and security officers may ask you to show it when you enter the building ([ID office and policy](#)).

Course program of study (CPoS) requirements

https://www.tnstate.edu/financial_aid/cpos.aspx. Federal financial aid will NOT PAY for any courses not showing in your program of study in DegreeWorks (access via DegreeWorks link under Student Services in myTSU; it is farther down than Banner Services link). While some common substitutions an advisor may make have been coded into the system, less common substitutions have not. Additionally, certain courses/scenarios may not be accurately assessed by the system. It is the student's responsibility to check DegreeWorks after registering to check if any registered courses are showing as "Fall Through" (these are the course(s) that will generate a CPOS alert/flag in the financial aid system) -- those courses will NOT be covered for by financial aid unless proper, prompt action is taken. Furthermore, if a CPOS alert on one course drops your "financial aid enrollment" below 6 credits, NO financial aid can be released even if the second course is in CPOS because Federal financial aid requires graduate students to be taking at least six credits. You must check DegreeWorks after every registration *OR change in registration* to make sure no current courses are listed under "Fall Through" or "Additional Courses" (look below the Major Requirements section). If you see any courses in those areas, contact Dr. Streams immediately at mstreams@tnstate.edu; she will advise you if it is not the right course to take or else request the Graduate School to code in the substitution in DegreeWorks. Once the change is made in DegreeWorks, it can take up to two full business days for it to reflect in CPoS so do not delay. You should **also** check your CPoS record in myTSU>Banner Services>Financial Aid [tab]>CPoS - Course program of study [link]. CPoS should show your current

registrations – verify that it shows the **same total** of aid eligible credits as you are enrolled (both must be 6 or more to receive any aid). If there is still a difference between the two totals after several days have elapsed since a correction in DegreeWorks, you need to seek advising right away just like with the Fall-through class in DegreeWorks. All issues must be resolved well before Day 14 into the fall or spring semester (weekends count) because on Day 14, financial aid enrollment is "frozen." The equivalent freeze date may be different in summer terms (ask Financial Aid for exact date); yet another reason to get any issues resolved before the first day of classes every time.

TSU Graduate School Policies – a reminder

All TSU graduate students are subject to a set of policies regarding admission, retention, graduate probation and suspension, definition of good standing, and a variety of other matters. You are responsible for knowing and abiding by these policies, described in the front portion of the [Graduate Catalog](#) (other year catalogs available from the drop-down menu in upper right). Departmental/program level policies also apply, described in the College of Public Service section of the Graduate Catalog, and you should know and abide by these policies as well. Many helpful resources, required forms and FAQs are made available to you regarding our program on the [CPS website](#); these include the [MPA handbook](#) and the [PhD handbook](#); and program information for the graduate certificates in [public policy](#), [nonprofit management](#), [public administration executive leadership](#), and [local government management](#). Students should seek advising regarding course selection prior to each semester to ensure they are on track, given their program of admission.

A few things to keep in mind from Graduate School policy are summarized here for convenience (NB: this document does not supersede the applicable Catalog, and not all policies are summarized here). You will not complete any program or degree to which you have not been formally admitted, meeting all admissions conditions. You may not sit for a benchmark exam or receive a degree or certificate if you do not have a cumulative TSU graduate GPA of 3.0 or better (i.e., you are not in "good standing"). You may only take a given course once to replace a grade, and the second grade replaces the first. Financial aid may not pay for a retake, see Financial Aid office webpage for details. You may only retake a total of two courses counting towards satisfaction of program curricular requirements. Grades of D or F count towards the GPA but do not count towards meeting certificate or degree curricular requirements (note that the PhD has more stringent GPA requirements for good standing; see the CPS section of the relevant Graduate Catalog). Incomplete or "I" grades turn to an F automatically if the student does not satisfactorily complete the agreed-upon course activities determined by the instructor on the required timeline (see the Graduate Catalog for more information).

The TSU Graduate School has the following **time limits on use of courses towards a program**: Graduate Certificate (on its own) - 3 years; Master's Degree - 6 years; Doctorate - 10 years. Courses "expire" as they age past those limits, while they remain on your transcript they cannot be used to meet degree requirements. Policies on "stopping the clock" and seeking to appeal for time extension are included in the Graduate Catalog. It is the student's responsibility to remain aware of applicable time limits and to meet them; successful appeal for time extension is NOT guaranteed, and even in a successful appeal you can be required to retake some courses that have expired to graduate as part of the revalidation plan (Graduate Catalog as of 7/31/2024).

Students in any program (degree or certificate) must **apply for graduation** inside myTSU (Banner Services link; create separate graduation applications for MPA and certificate, if applicable) at the beginning of the semester in which they intend to graduate or complete a certificate by the deadline specified on the [University website](#). If a student does not actually graduate in that semester, they must reapply in the subsequent semester in which they plan to graduate.

See the [MPA Handbook](#) and the [Graduate Catalog](#) (other year catalogs available from the drop-down menu in upper right) for details and information on other program elements such as the internship requirement and the capstone project/course.

Course evaluations

University-wide student course evaluations at TSU are conducted online inside myTSU (fall and spring). It is expected that all students in the course will complete the brief online evaluation process in order to provide important feedback

to the instructor and the University, which will benefit future students. Student course evaluations are found at mytsu.tnstate.edu.

Every semester (Fall, Spring, Summer), students taking PADM courses are also requested to complete a departmental end-of-course survey which is focused on the course content. This survey may be accessed at http://bit.ly/tsu_dpa_eoc; complete it one time for each course taken during the semester.

Title IX Syllabus Statement

(updated as provided to faculty 2/2026) Tennessee State University faculty are committed to creating a learning environment free from sex discrimination including, but not limited to, sexual harassment, domestic and dating violence, sexual assault, stalking, and discrimination or harassment on the basis of pregnancy or a related condition in accordance with Title IX of the Education Amendments of 1972.

[TSU Policy 07.04](#) designates certain individuals as “responsible employees” which requires those employees to report all disclosures of sex discrimination, sexual harassment, other prohibited sex-based conduct, and/or retaliatory conduct to the University Title IX Coordinator. The Title IX Coordinator will reach out to the individual(s) reported who have experienced discriminatory conduct to provide resources, support, and information after receiving a report, but community members are not required to respond to such outreach. Reported information will remain private. Contact information for the Title IX Coordinator is as follows:

P. Danielle Nellis, JD
Executive Director & Title IX Coordinator
Office of Institutional Compliance and Title IX
Humphries Room 217
615-963-7425
Institutionalcompliance@tnstate.edu

If you or someone you know has experienced any form of sex discrimination and wish to speak with someone confidentially who is not required to report, you can contact the TSU Counseling Center at 963-5611, or TSU Student Health Services at 963-5084. You may also contact the following off campus resources: Sexual Assault Center of Nashville at 1-800-879-1999 or www.sacenter.org; the Tennessee Coalition to End Domestic & Sexual Violence at 615-386-9406 or www.tncoalition.org. For more information regarding Tennessee State University’s Title IX procedures, reporting, or support measures, please visit <https://www.tnstate.edu/instcompliance/>.

Harassment & Discrimination Syllabus Statement

(updated as provided to faculty 2/2026) Tennessee State University is firmly committed to compliance with all federal, state and local laws that prohibit harassment and discrimination based on race, color, national origin, gender, age, disability, religion, retaliation, veteran status and other protected categories. No student shall be excluded from participation in nor denied the benefits of any educational program based on their protected class. If a student believes they have been discriminated against or harassed because of a protected class, they are encouraged to contact the Office of Institutional Compliance, Humphries Hall Room 217, 615-963-7435, www.tnstate.edu/instcompliance.