MEMORANDUM

TO: TBR Presidents
FROM: John G. Morgan
SUBJECT: Minutes of the Quarterly Presidents Meeting on May 20, 2014
DATE: June 4, 2014

Attached are the minutes from our May 20, 2014 quarterly presidents meeting. Should additional information be needed, please let me know.

JGM/pa
Attachment
cc: TBR Senior Staff
MINUTES
PRESIDENTS MEETING
Tuesday, May 20, 2014 – 9:00 A.M. (CT)

Attendees: Interim President Tristan Denley, APSU; Dr. Bert Bach, ETSU; Mr. John Cothern, MTSU; President Glenda Glover, TSU; Dr. Bahman Ghorashi, TTU; President David Rudd, UOM; President Jim Catanzaro, ChSCC; President William (Bill) Seymour, CISCC; President Janet Smith, CoSCC; President Karen Bowyer, DSCC; President Bruce Blandin, JSCC; President MaryLou Apple, MSCC; President George Van Allen, NaSCC; President Janice Gilliam, NeSCC; President Anthony Wise, PSCC; President Chris Whaley, RSCC; President Nate Essex, STCC; Dr. George Pimental, VSCC; and President Wade McCamey, WSCC;

TBR Staff: Chancellor Morgan, Tammy Birchett, Tom Danford; Tristan Denley (in role as Vice Chancellor for Academic Affairs), David Gregory, Monica Greppin-Watts, Mary Ann Hammonds, Kenyatta Lovett, Pat Massey, Mary Moody, Warren Nichols, Dale Sims, Deanna Morris-Stacey, Wendy Thompson, and Phyllis Anderson

Guests: Dr. Rod Risley and Dr. Julie Doochin

Chancellor Morgan recognized Dr. David Rudd, newly appointed President at the University of Memphis and also recognized Dr. Tristan Denley during the meeting as serving in the role of Interim President for Austin Peay State University.

Presentation by Dr. Rod Risley, Phi Theta Kappa
Dr. Rod A. Risley, Executive Director and CEO of Phi Theta Kappa Honor Society updated the presidents on a couple of activities being coordinated through the Phi Theta Kappa organization. One such activity is the Community College Completion Corps (C4) program which is a student led, campus based effort to increase student success by informing all students about the benefits of completing a credential/degree and the consequences of not. Students pledge to help at least one other student complete. Currently, the organization is taking C4 to another level in order to help colleges develop a culture that supports college completion and asking students, faculty and staff to become Completion champions by signing a pledge and identifying two specific ways they will aid in the students completion process. The request of the community colleges is to designate one week to hold C4 events. Dr. Risley suggested one person coordinate the C4 effort for the TBR community colleges. In addition to the C4 program, CollegeFish.org is another tool made available through Phi Theta Kappa, which is dedicated to creating an online support system that emphasizes the importance of earning a community college credential as a foundational step in the transfer preparation process.

Presentation by Dr. Julie Doochin, Founder and Executive Director of the Tennessee Higher Education Initiative (THEInitiative)
Dr. Julie Doochin, Founder and Executive Director of the Tennessee Higher Education Initiative (in Correction) made a presentation to the presidents on the mission of the THEInitiative which is to provide access to quality post-secondary education in correctional facilities in Tennessee. Currently, the THEInitiative works in partnership with the Tennessee Department of Correction and colleges and universities in Tennessee, like Nashville State Community College, to provide the opportunity for qualified men and women to earn college credit while serving their sentences. Additional information may be found at www.THEInitiativeTN.org.
Completion Agenda Update – Business Process Model
Dr. Kenyatta Lovett from the TBR Office of Community Colleges updated the presidents on the Business Process Model, which is a completion agenda initiative guided by the Complete College Tennessee Act of 2010 to standardize and centralize key processes among the system’s community colleges. The project start date was April 2013 and the technical core requirements of the project are workflow functionality, electronic documentation features and automated faculty contracts. Dr. Lovett highlighted the work being done in the area of financial aid and indicated one of the accomplishments has been to automate transactions between institutions and the Federal government. A future focus in the financial aid area will be the Tennessee Achieves and Tennessee Promise programs. A concern was raised regarding the time between the completion of the FLAC training (August 2014) and the implementation date of the process and Dr. Lovett indicated based on the campuses, the implementation would range from the spring of 2015 through the fall of 2015. Some of the next steps are to complete training sessions in October of 2014, fully install BDMS (Report Manager) in June of 2014, develop critical workflows (FLAC, Registration, Financial Aid and HR) and the completion of FLAC training in August of 2014.

Tennessee Transfer Pathways Information Posted on Admissions/Recruiting Web Pages and Audit Finding
Chancellor Morgan and Vice Chancellor Denley led a discussion on the importance of making the Tennessee Transfer Pathways (TTPs) information accessible to all students, especially via the web, and other means as necessary so that students who want to transfer can benefit from this information. Additionally, it was mentioned that TBR had an audit finding stating that TBR institutions need to improve how they publicize the TTPs on their websites. Chancellor Morgan and Vice Chancellor Denley also urged the presidents to let appropriate staff at TBR know as soon as possible when issues arise with this process.

Proposed Revisions to TBR Policy 5:02:01:00 - Definition of Faculty; Proposed Revisions to TBR Policy 5:02:03:60 - Academic Tenure for Universities; Proposed Revisions to TBR Policy 5:02:02:20 - Faculty Promotion at Universities; Proposed Revisions to TBR Policy 5:02:07:10 - Faculty Appointments at Universities
Vice Chancellor Denley presented the policy revisions together as a group with revisions geared toward university faculty. The referenced policy revisions were brought forward due to concerns expressed earlier regarding the hiring of faculty year to year. These revisions would result in the creation of a new faculty titles for instructional faculty at universities. As a result, Policy 5:02:10:00 – Definition of Faculty, was revised to add instructor, senior instructor and master instructor to the definition of faculty. The revisions result in two type of appointments, three year contractual appointments which may be renewed each year after a satisfactory performance review; and a career ladder for instructional faculty. As a result of these proposed faculty definition revisions, changes to three other policies would need to be revised and were brought forward; Faculty Promotion at Universities (5:02:02:20); Faculty Appointments at Universities (5:02:07:10); and Academic Tenure for Universities (5:02:03:60). Dr. Denley indicated the policy revisions had been through the appropriate sub-councils.

At this time, President Blanding suggested that policy changes be introduced for the community colleges. Vice Chancellor Nichols inquired as to whether or not the sub-councils’ community college representatives seemed supportive of these policy revisions and if so would there be a way to expedite these revisions for the community colleges. Vice Chancellor Denley indicated they were generally supportive but had reservations about the career ladder provision. A motion was made to amend Vice Chancellor Denley’s proposed recommendations to include the applicable community college Policy 5:02:07:00 – Faculty Appointments at Community Colleges with only
the contractual rolling appointment revision included. It was suggested the career ladder provision be brought back through the sub-councils.

Motion moved to approve revisions as presented with amendment to applicable community college policy.

Proposed Revisions to TBR Policy 2:03:01:01 - Undergraduate Academic Retention Standards - Minimum Criteria for Institutional Academic Fresh Start
Vice Chancellor Denley presented proposed revisions to TBR Policy 2:03:01:01 pertaining to the Fresh Start portion of the policy. One of the two major revisions allows for a student to use this policy at any time until graduation, and secondly, the student may keep passing grades for classes. Motion moved to approve as presented.

Proposed Revisions to TBR Policy 4:01:04:00 – Solicitation and Acceptance of Gifts
Vice Chancellor Sims presented revisions to TBR Policy 4:01:04:00 – Solicitation and Acceptance of Gifts which adds language to ensure the cost of a gift does not exceed the gift’s benefit. Motion moved to approve as presented.

Proposed Revisions to TBR Policy 4:03:03:00 – General Travel
Vice Chancellor Sims presented proposed revisions to TBR Policy 4:03:03:00 – General Travel. Mr. Sims stated the majority of the revisions were housekeeping in nature and the revisions would address how to utilize the Internet travel sites such as Expedia, Travelocity and Kayak. Motion moved to approve as presented.

Proposed Revisions to TBR Policy 3:05:01:00 (Regulations for Classifying Students In-State & Out-of-State for Paying College or University Fees & Tuition & for Admission Purposes
General Counsel Moody presented proposed revision to TBR Policy 3:05:01:00. She stated due to the passage of statute this last legislative session, the law will allow TBR and UT institutions the ability to grant U.S. citizens who are the children of undocumented parents, who have graduated from a Tennessee high school and have resided in Tennessee one year prior to admission the classification of in-state tuition. Admission and Records has concluded a point of reference to determine residency of at least one year would be determined by the first day the student attends class. Additionally, the revisions clarify the continuance of in-state tuition waivers granted to border county students who transfer from a community college to a TBR university, and adds language classifying veterans as in-state for the purpose of tuition and fees. Motion moved to approve as presented.

Proposed Revisions to TBR Policy 5:01:01:11 – Days of Administrative Closing
Vice Chancellor Sims presented proposed revisions to TBR Policy 5:01:01:00 – Days of Administrative Closing and how to handle annual leave granted to employees during an emergency closing. Consistent with State government and the UT system, the revisions clarify if an employee was previously approved for leave during an emergency closing, they will be considered not scheduled to work, and therefore will be charged the appropriate leave. Motion moved to approved as presented.

Proposed Revisions to TBR Guideline P-043 – Compensation
Vice Chancellor Sims presented proposed revisions to TBR Guideline P-043 which clarifies reportable and non-reportable salary increases to the Board. Motion moved to approve as presented.
ERP Options Study – RFP Status Update
Tom Danford reminded the presidents that the Ellucian contract will expire on December 31, 2017, and indicated in order to facilitate next steps, TBR has obtained a consultant to conduct a study that will be available in the fall of 2014.

Miscellaneous
Dr. McCamey requested the campuses be kept up to date on any details of the Tennessee Promise. Additionally, Vice Chancellor Nichols updated the presidents on his conversation with the Governor’s Office on dual enrollment efforts. Vice Chancellor Sims updated the presidents on the timeline for forwarding the tuition and fee recommendations to the Board.

Meeting adjourned at 11:25 a.m. (CT).