MEMORANDUM

TO: TBR Presidents
FROM: John G. Morgan
DATE: November 21, 2014
SUBJECT: Minutes of the Quarterly Presidents Meeting on November 11, 2014

Attached are the minutes from the November 11, 2014 quarterly presidents meeting. If you have any questions or need additional information, please let me know.

JGM:jhc

Attachment

cc: TBR Senior Staff

Happy Thanksgiving!
MINUTES

TBR PRESIDENTS MEETING

Tuesday, November 11, 2014 – 9:00 am (CT)

The TBR Presidents met on Tuesday, November 11, 2014 at 9:00 am (CT) at the TBR System Office. The following were in attendance:

President Alisa White, APSU; President Brian Noland, ETSU; President Sidney McPhee, MTSU; President David Rudd, UOM; President Jim Catanzaro, ChSCC; President William Seymour, CISSC; President Janet Smith, CoSCC; President Karen Bowyer, DSCC; President Bruce Blanding, JSCC; President Mary Lou Apple, MSCC; President George Van Allen, NSCC; President Janice Gilliam NeSCC; President Anthony Wise, PSCC; President Chris Whaley, RSCC; President Nate Essex, STCC; President Jerry Faulkner, VSCC; President Wade McCamey, WSCC.

Ms. Cynthia Brooks attended on behalf of President Glenda Glover, TSU; and Provost Bahman Ghorashi and Mr. Terry Saltsman attended on behalf of President Phil Oldham, TTU.

The following Tennessee Board of Regents staff were in attendance:

Chancellor John Morgan; Vice Chancellor Dale Sims; Vice Chancellor David Gregory; Vice Chancellor Warren Nichols; Vice Chancellor Tristan Denley; Vice Chancellor Wendy Thompson; Monica Greppin-Watts; Mary Moody; Tammy Birchett; Ginger Hausser, Pat Massey and Jona Coppola.

The following guests from Senator Lamar Alexander’s office were in attendance:

Staff members of the U.S. Senate Health Education Labor and Pensions Committee (HELP): Peter Oppenheim, Education Policy Director and Counsel; Bob Moran, Deputy Education Policy Director, Andrew LaCasse, Education Policy Advisor and Lauren Davies, Education Policy Advisor.

Common Core

Chancellor Morgan gave a brief update on common core and noted that several TBR institutions have registered their support with Higher Ed for Higher Standards, the national group of college and university leaders in support of the idea of common standards, and encouraged those Presidents who have not registered, to do so at: http://higheredforhigherstandards.org/news-resources/take-action/.
In addition, Chancellor Morgan reported that Governor Haslam is still committed to common standards and the website, Tennessee Education Standards Review (https://apps.tn.gov/tcas/), is now available to review Tennessee’s Standards and offer feedback. All comments collected will be reviewed by the Tennessee State Board of Education, working in conjunction with the SREB.

Vice Chancellor Dale Sims presented the following revisions to TBR Guidelines and Policies in addition to presenting a new TBR Policy and a new TBR Guideline:

**TBR Policy 5:01:01:04 – Military Leave**

The recommended revision adds a reference that members of the US Air Force Auxiliary Civil Air Patrol are also entitled to the Military leave, per Tenn. Code Ann. § 42-7-102. The addition to the policy doesn’t change the benefit, but serves as a reference and confirmation that this policy applies to this group of employees.

**TBR Guideline P-140 – Charitable Organization Deduction**

In addition to housekeeping changes, the proposed revision of Section VI (B) – Requirements and Limitation – limits employees to three charitable organization deductions. As currently written, an employee could give to every individual organization under a federation, and then two additional organizations, making the processing time intensive for the institution.

**TBR Policy 4:03:03:50 – Athletic and Other Group Travel**

In addition to housekeeping changes, the proposed recommendation changes the policy name to Athletic and Other Student Group Travel and clarifies the purpose statement to apply to student group travel, not employee group travel which is addressed in the Board’s general travel policy.

**TBR Guideline B-043 – University Athletic Tickets**

The recommended revision of Section III (A) – Complimentary Tickets – changes the language so each president or designee may authorize complimentary tickets. As currently written, only the president has that authority.

**New TBR Policy 4:01:05:70 – Emergency Management Planning**

The recommended new policy requires institutions to develop and maintain plans and procedures utilizing emergency mitigation, preparedness, response and recovery criteria consistent with the National Incident Management System and the Tennessee Emergency Management Plan. These plans and procedures will help ensure that all institutions are able to respond appropriately in the case of emergencies or disasters, which could occur with or around
the institution in order to mitigate risks to students, faculty, staff and property. The policy also specifies the roles on institutions and the system Office in these efforts.

**TBR Guideline B-100 – Institutional Emergency Preparedness Plan**

The purpose of the recommended revision is to better align the guideline to the provisions of the National Incident Management System. The guideline specifically references use by institutions of the “Guide for Developing High Quality Emergency Operations Plans for Institutions of Higher Education” in preparing their plans. This guide is a publication of the U.S. Department of Education and represents a joint effort of several federal agencies, including Homeland Security, the FBI and FEMA.

**New TBR Guideline B-115 – Uniform Disposition of Unclaimed Property**

The recommended new guideline is to outline provisions for consistent procedures for complying with Tennessee’s Uniform Disposition of Property Act, Tenn. Code Ann. § 66-21-101 et seq. and Regulations 1700-2-1-.01 through 1700-2-37, at the institutions governed by the Tennessee Board of Regents. The purpose of the new guideline is to serve as a reference document for institutional staff responsible for processing and disposing of unclaimed property, lost/found property and abandoned property.

Following Vice Chancellor Sims’ presentation, a motion was made and seconded to approve the recommended revisions for each of the TBR Policies/Guidelines as presented and to adopt the new TBR Policy and new TBR Guideline as presented.

**Academic Affairs Initiatives**

Vice Chancellor Tristan Denley provided an update on current Academic Affairs initiatives including Course Revitalization RFPs; New Program Approval Policy; Library Task Force; and the Intrusive Analytics Demo.

- Course Revitalization Projects – This is occurring on almost every campus now, and it will continue. A course revitalization RFP has already been launched for RODP; a campus based revitalization RFP will be launched in the next few weeks; and a RFP will be launched in the spring to support scale up work on campuses.

- New Program Approval Policy – the sub-council has an introductory draft for new program approvals, and they are working with THEC and UT to streamline the current structure and to create more flexibility in repositioning the degrees we currently have in a more understandable way.

- Library Task Force – Dr. Heidi Leming, Assistant Vice Chancellor for Student Affairs, is coordinating task forces with librarians regarding policy, purchasing and procedures to streamline ways libraries acquire new books and materials but also procedures to dispose
of them. Also being discussed is whether or not it is plausible to have coordination of software among library catalogues.

- Intrusive Analytics Demo – a demonstration was presented on intrusive advising which would give faculty and advisors all of a student’s information in one place so, through predictive analytics, they have an early alert system to know when to intervene and meet with students to provide them with helpful information and discuss their best options to succeed.

**Higher Education Accessibility Task Force**

Vice Chancellor Denley reported on the recommendations developed over the last six months in meetings of the Higher Education Accessibility Task Force, the group which was convened by THEC to develop and implement policies concerning accessible information materials/technologies and digital curricula on college and university campuses. He advised their recommendations are ready to be presented to the Legislature and as part of the recommendations, both the TBR and UT systems should complete an accessibility audit by the end of 2015 to determine the best way to move forward from accommodation to accessibility in a coordinated, affordable manner.

**Reverse Transfer**

Vice Chancellor Denley presented an update on recommended modifications to the Policies, Procedures and Guidelines for Reverse Transfer as developed by the Reverse Transfer Taskforce comprised of representatives from THEC, TBR, TICUA and UT systems. The original language developed specifically singled out degree seeking students, but Dr. Denley reported he requested the Task Force to remove that language. The recommended modifications presented represent that change along with additional housekeeping changes. A motion was made and seconded to approve the recommended modifications as presented.

**TBR Guideline P-080 – Discrimination & Harassment Complaint & Investigative Procedure**

Mary Moody, TBR General Counsel, presented a proposed revision which was requested by the University counsel to allow for an institution to adopt procedures pertaining to sexual discrimination, harassment and misconduct that take into consideration the organizational structure and resources of the institution. She noted that at this time, attorneys for the community colleges do not see a need for such an exception for them. A motion was made and seconded to approve the revision as presented.

**New TBR Policy 4:03:03:60 – Reports of Expenditures of the Chancellor and Presidents**

Tammy Gourley Birchett, Chief Audit Executive, reported that the statute requiring the reports of expenditures states that TBR should have a policy regarding the report of expenditures of the Chancellor and presidents. She added that when the legislation passed in 2004, a policy
was not created because a process and procedure were in place. However, upon recent review, the General Counsel’s office recommended creating a policy to adhere to the statute. The new policy includes requirements of the law and the process currently in place within the TBR System. After discussion, a motion was made and seconded to approve the new policy; however the Presidents requested TBR General Counsel to review the statutory intent of the legislation and provide them with appropriate guidance.

Members of Senator Lamar Alexander’s staff to the U.S. Senate Health Education Labor and Pensions Committee (HELP) presented an overview of proposed changes to the Higher Education Reauthorization Act that Senator Alexander and members of the Committee are currently reviewing. Topics discussed included: simplification of financial aid (FAFSA); reinstatement of year-round Pell grants; expansion of dual enrollment and early college high school programs; limiting over borrowing; simplified repayment of loans; accreditation; the task force on Title IV reform; and campus safety. Senator Alexander’s staff stated they would appreciate feedback on specific concerns from any of the presidents.

The meeting adjourned at 11:15 am (CT).