



TENNESSEE BOARD OF REGENTS

Quarterly Board Meeting

December 11, 2014

9:00 a.m. (CST)

Genesco Training Center

- I. Opening Remarks and Special Presentations
 - Roane State Community College Classroom Under the Sea
 - Recognition of Regents' Service on the Board
- II. Minutes
 - A. September 26, 2014 Quarterly Board Meeting
 - B. November 25, 2014 Special Called Meeting
- III. Report of Interim Action
- IV. Report of the Committees
 - 1. Approval of the Minutes from the November 18, 2014 Special Called Meeting of the Personnel and Compensation Committee
 - 2. Approval of the Minutes from the November 25, 2014 Meeting of the Audit Committee
 - 3. Approval of the Minutes from the November 25, 2014 Meeting of the Ad Hoc Committee on Committees
- V. Report of the Regents Award in Excellence in Philanthropy (*Marcum*)
- VI. Report of the Chancellor
 - Administrative Efficiency Scope of Work
 - Update on the Business Process Model
 - Approval of the 2015-2025 Strategic Plan
- VII. Reports of Presidents and Directors
- VIII. Unfinished Business
 - A. Approval of the Revision to the Bylaws as Noticed on September 26, 2014
- IX. New Business
 - A. Consent Agenda
 - 1. Proposed Revision to TBR Policy 4:03:03:50 Athletic and Other Group Travel (*Sims*)
 - 2. Review and Consideration of New TBR Policy 4:01:05:70 Emergency Management Planning (*Sims*)
 - 3. Proposed Revisions to TBR Policy 2:03:00:00 – Admissions (Dual Enrollment) (*Nichols*)
 - B. Informational Reporting
 - 1. Financial Report Overview (*Sims*)
 - 2. Employer and Alumni Survey Report for the Tennessee Colleges of Applied Technology (*King*)
 - 3. Private Fundraising Report (*Gregory*)
 - 4. Critical Conversations Initiative (*Denley*)

C. Action Items

1. Review and Approval of the Criteria for the President of Southwest Tennessee State Community College (*Morgan*)
2. FY 2014-15 October Revised Budget (*Sims*)
3. Dual Enrollment Maintenance Fee (*Sims*)
4. 2015 System-wide Legislative Initiatives (*Gregory*)
5. Approval of Program Proposals (*Nichols/Denley*)
6. Review and Approval of New TBR Policy 2:02:00:02 – Reverse Transfer (*Denley*)
7. Approval of University Housing Policies (*Denley*)
8. Proposed Program Terminations, Modifications, and New Technical Program Implementations for the Tennessee Colleges of Applied Technology (*King*)
9. Adoption of Policy Implementing T.C.A Title 40, Chapter 7, Part 10, Public Higher Education Funding Requests (*Moody*)
10. Approval of the Minutes from the December 11, 2014 Meeting of the Personnel and Compensation Committee that Includes Revisions to TBR Policy 5:01:01:04 Military Leave, the University of Memphis Minimum Wage Proposal, and Executive Incentive Pay Proposals (*Roddy*)
11. Approval of the Resolution of Appreciation for Director William N. Ray (*Varlan*)



TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting
December 11, 2014

EXECUTIVE SUMMARY

I. Opening Remarks and Special Presentations

Roane State Community College Classroom Under the Sea: Roane State and the Marine Resources Development Foundation present *Classroom Under the Sea*, an online lecture series hosted by Roane State biology professor Bruce Cantrell and adjunct professor Ms. Jessica Fain as they live underwater for 73 days in Jules' Undersea Lodge. All *Classroom Under the Sea* episodes have been made possible through the generous support of Diversity in Aquatics, the project's official sponsor. To view some of their work and to learn more about the project, please check their website at: <http://www.roanestate.edu/classroomunderthesea/>. President Chris Whaley will make brief introductory remarks and then the members and guests in the audience will hear a summary of the project directly from Mr. Cantrell and Ms. Fain via Skype.

Recognition of Regents' Service: The Board will recognize two regents whose families have contributed a total of 50 years of combined service to this Board and to higher education in Tennessee. The Board will recognize the contributions of Regent Jonas Kisber, who was appointed to fill the seat of his late wife, Jane Kisber, in 2001. Together, the Kisbers served this great Board for a total of 26 years. In addition, the Board will recognize Regent John M. Farris, whose service on the Board combined with his father, William W. Farris, total 24 years. Also, the Board will pay tribute to Dr. Richard G. Rhoda for his years of service to the Tennessee Board of Regents throughout his career.

II. MINUTES

The Board will consider approving minutes from the September 26, 2014 regular scheduled session and the minutes from the special called session on November 25, 2014.

III. REPORT OF INTERIM ACTION

This report serves as a record of business transacted by the Office of the Chancellor since the previous meeting of the Board. A copy of the report is enclosed.

IV. REPORT OF THE COMMITTEES

The Board will consider approving minutes of committee meetings held since the last quarterly Board meeting. The list of minutes included are: Personnel and Compensation Committee meeting held on November 18, 2014; Audit Committee meeting held on November 25, 2014; and the meeting of the Ad Hoc Committee on Committees held on November 25, 2014.

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V. REGENTS AWARD FOR EXCELLENCE IN PHILANTHROPY

The Board will hear a report on the recent award presentation made to West Tennessee Healthcare nominated by Dyersburg State Community College. Recipients of the Regents Award for Excellence in Philanthropy are selected due to their generosity of time and resources, influence on volunteers to become involved in fund raising, active promotion of the importance of higher education, leadership in philanthropy, exceptional civic responsibility and integrity.

VI. REPORT OF THE CHANCELLOR

The Chancellor's Report will consist of the following topics: Administrative Efficiency Scope of Work; Update on the Business Process Model; and, Approval of the 2015-2025 Strategic Plan.

VII. REPORTS OF PRESIDENTS AND DIRECTORS

The Board will hear reports from representatives from the community colleges, colleges of applied technology, and the universities on items of interest since the last quarterly meeting.

VIII. UNFINISHED BUSINESS

In accordance with Article XII of the Board Bylaws, The Board was given notice of the intent to bring changes to its Bylaws before the Board at the September 26, 2014 quarterly meeting.

The proposed revision to Section VII. M. 1. d. changes the name of the Committee on Tennessee Colleges of Applied Technology to the Committee on Workforce Development, and sets out the duties of the newly renamed committee.

A copy of the Bylaws with the proposed revision is included for your review.

VIII. NEW BUSINESS – CONSENT AGENDA

1. Proposed Revision to TBR Policy 4:03:03:50 Athletic and Other Group Travel *(Vice Chancellor Sims)*

The following revisions are recommended: Revise the policy name and purpose statement to clarify that the policy applies to student group travel, not employee group travel. Employee group travel is addressed in the Board's general travel policy. The remaining revisions are housekeeping in nature.

2. Review and Consideration of New TBR Policy 4:01:05:70 Emergency Management Planning *(Vice Chancellor Sims)*

The attached new policy requires that institutions 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 within or around the institution in order to mitigate risks to students, faculty, staff and property. The policy also specifies the roles of institutions and the System Office in these efforts.

3. Proposed Revisions to TBR Policy 2:03:00:00 – Admissions (Dual Enrollment)

(Vice Chancellor Nichols)

The Dual Enrollment Ad Hoc Committee developed a consistent admissions policy that was approved by the presidents and the appropriate TBR sub councils. The Dual Enrollment Admissions Policy has been inserted into the current TBR Admissions Policy.

VIII. NEW BUSINESS – INFORMATIONAL REPORTING

1. Financial Report Overview *(Vice Chancellor Sims)*

The Board will receive a report on the consolidated management discussion and analysis for the System's FY 2013-14 financial statements. This is an information item only and requires no action

2. Employer and Alumni Survey Report for the Tennessee Colleges of Applied Technology

(Vice Chancellor King)

On an annual basis, the Tennessee Colleges of Applied Technology survey students and employers to assess the effectiveness and relevance of each occupational program. These "satisfaction surveys" provide valuable data useful in the evaluation of program content and curriculum, delivery of instruction, development of appropriate technical skills and worker characteristics essential for success in today's workplace.

The review of external perceptions or survey results, coupled with advisory board conversations, enable the Tennessee Colleges of Applied Technology to continuously improve the occupational programs and students services that significantly impact the economies served by our institutions.

During the 2012-13 academic year, the Tennessee Colleges of Applied Technology began capturing alumni satisfaction data during the exit interview process rather than through end of year surveys mailed to students. This new process resulted in much higher response rates. Surveys were sent to employers of these student completers as in previous reporting years.

For the 2012-13 survey cohort, alumni rated program preparation for employment "Satisfactory" or above in 98% of the weighted responses. Employers rated student performance "Satisfactory" or above in 96% of the weighted responses.

There were approximately 6,640 graduates during the 2012-13 academic year available for job placement. A total of 5,658 graduates were placed in employment for an overall placement rate of 85%, which is a 1% increase over the previous year. The results of the alumni and employer surveys are included in the materials.

3. Private Fundraising Report *(Vice Chancellor Gregory)*

Annually, institutions across the country report fundraising activities to the Council for Advancement and Support of Education in the Voluntary Support of Education report. This presentation demonstrates how TBR institutions are performing in private fundraising activities. This presentation is for information purposes.

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4. Critical Conversations Initiative (*Vice Chancellor Denley*)

This system-wide, multimedia initiative for the coordination of higher education research and the economy and workforce development of Tennessee is tasked with broadening the public awareness of the capacity of individuals and organizations with the state to build the jobs and economy for future generations from a local to global scale.

The initiative features:

- a) Videos classified along academic foci of leading researchers (including Chairs of Excellence across the system) discussing their research;
- b) Research Blogs and Wikis to allow researchers across the system collaborative opportunities;
- c) Increased access to the professional development opportunities across the system;
- d) An electronic journal, *Critical Conversations: An Interdisciplinary Journal*.

VIII. NEW BUSINESS – ACTION ITEMS

1. Review and Approval of the Criteria for the President of Southwest Tennessee Community College (*Chancellor Morgan*)

The Board will consider approving the criteria for the president of Southwest Tennessee Community College. The draft criteria will be provided under separate cover.

2. FY 2014-15 October Revised Budget (*Vice Chancellor Sims*)

The Board will consider the October 31, 2014 revisions to the 2014-15 budgets for the institutions governed by the Board and the Board of Regents Central Office.

The original budgets for FY 2014-15 were developed by institutions in the Spring of 2014 and were submitted to the Board office in May 2014. As such, these budgets included a variety of estimates. These institutional budget submissions were the basis for the Board's June 2014 approval of the initial FY 2014-15 operating budgets (the "Proposed Budget"). The October Revised Budget is based on more recent information, including recognition of the impact of fall enrollment, and includes the effect of revisions from the approved Proposed Budget. Summarized below are the significant differences between the Board approved Proposed Budget and the October Revised Budget.

1. Comparison of Revised and Proposed Beginning Fund Balance

Total beginning fund balance for FY 2014-15 was estimated at \$207,670,500 in the Proposed Budget and \$323,095,300 in the October Revised Budget. The Proposed Budget is developed prior to fiscal year end, therefore, the level of unspent carryforward funds from FY 2013-14 are unknown. This results in an understatement of the beginning fund balance for FY 2014-15 in the Proposed Budget. The October Revised Budget is developed after FY 2013-14 is closed and

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the actual beginning fund balance for FY 2014-15 is known. These carryforward funds are available to be re-budgeted for expenditure in the 2014-15 October budget.

2. Comparison of Revised and Proposed Revenues

Total revenue for FY 2014-15 of \$2,829,311,700 represents an increase of \$13,403,000 or 0.5% more than the 2014-15 Proposed Budget. The majority of the increase occurred in maintenance and tuition (\$6,082,200) and is due to changes in the enrollment mix of in-state/out-of-state and undergraduate/graduate.

3. Comparison of Expenses by Function and Natural Classification

Research – Increased by \$21,370,600 (or 69%). Changes result from increased faculty splits to research, faculty promotions, graduate assistant fee waivers, and new research initiatives at UOM; a grant matching program and increased temporary/student workers at MTSU; one-time funding at TTU to support strategic research initiatives; and the re-budgeting of increasing carryforward funds unspent in previous years at ETSU and the TSU Agriculture and Environment Institute.

Public Service – Increased by \$5,328,600 (or 25%). Change is due to UOM completing the conferences and institutes budget for FY 2014 and the TSU Cooperative Extension re-budgeting increasing carryforward funds unspent in previous years.

Operating – Increase by \$81,393,300 (or 18%). Change is due to increased costs of utilities, library funding, equipment purchases below \$5,000, safety initiatives, scholarship program increases, athletic expenses, and software maintenance costs across the system. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted operating budgets.

Travel – Increased by \$6,076,800 (or 24%). Travel includes all in-state and out-of-state travel as well as out-of-country travel. Travel is necessary for a variety of reasons, including professional development, recruiting, and athletics. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted travel budgets.

Capital Outlay – Increased by \$1,632,500 (or 12%). Capital outlay includes equipment purchases in excess of \$5,000 as well as local capital projects not included in plant funds. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted capital outlay budgets.

3. Dual Enrollment Maintenance Fee (*Vice Chancellor Sims*)

Background. Currently high school students can enroll in college courses as dual enrollment students. These students are generally charged the same maintenance, mandatory, and incidental fees as other undergraduate students. A \$300 dual enrollment scholarship is available to these students under the

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lottery scholarship program. At all community colleges maintenance and mandatory fees for a single three hour course exceed the lottery scholarship amount (average approximately \$500), leaving a balance for the student to pay or to seek other scholarship assistance to fund. Additionally, maintenance and mandatory fees vary across community colleges, making communication of the cost of dual enrollment challenging. It was the belief of several stakeholders that these circumstances combined to result in an underutilization of dual enrollment by high school students.

As part of the Drive to 55 initiative, the Governor expressed a desire to encourage more students to take at least one college level course while in high school by making the first course “free” – meaning to eliminate the gap between the lottery scholarship amount and the fees assessed for a three hour course. Associated with this goal was the need to be able to more clearly communicate the cost of dual enrollment courses. Last, there was a desire that the System commit to maintain the charge for dual enrollment courses constant for some period of time (i.e. 3 years).

To support this initiative, the Tennessee Student Assistance Corporation has increased the dual enrollment grant (scholarship) for community college students from the current \$300 for each of four courses to a grant of \$500 for the first and second course, \$200 for the third course, and no grant for the fourth course. In response to this action, the System staff believe setting a specific dual enrollment maintenance fee is appropriate to accomplish the Administration’s goals. Setting a separate maintenance fee ensures that the first dual enrollment course is free to the student as well as the second course. Establishing a separate fee simplifies communication to prospective students and ensures uniform treatment across all System institutions. The proposed hourly fee would be the only maintenance or mandatory fee assessed against dual enrollment students, however, these students would still be responsible for payment of other incidental fees that might be required based on courses taken (i.e. a laboratory consumables fee). The dual enrollment maintenance fee would apply to each hour a student is enrolled. We believe maintaining the fee at the recommended level through FY 2017-18 is possible, provided no significant changes occur in the operational state funding for community colleges.

Subsequent to discussions surrounding a dual enrollment maintenance fee for students enrolling at community colleges, the System Office was approached about extending this methodology to both universities and Colleges of Applied Technology (TCATs). Adoption of such an approach simplifies communication with prospective dual enrollment students and supports this Administration initiative by encouraging more students to seek dual enrollment opportunities regardless of the institution type utilized. With regard to TCATs, situations exist where certain TCATs have longstanding agreements in place that provide for external payers (school systems, philanthropic organizations) to fund any gap between the dual enrollment scholarship and the full maintenance fee for all dual enrollment students attending that specific TCAT. These arrangements make serving the expanded dual enrollment population financially feasible. Adoption of the proposed uniform dual enrollment fee for such TCATs would negatively impact their ability to continue serving expanded dual enrollment populations. Therefore, the request for a uniform TCAT dual enrollment fee would exclude TCATs with such arrangement currently in place. In those situations the Board approved maintenance fee would continue to apply to dual enrollment students. System staff are supportive of this request by universities and TCATs.

Recommendation. Staff recommends the Board:

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- Create a specific maintenance fee to be assessed to dual enrollment students at universities, community colleges, and TCATs;
- Provide that this fee be charged in lieu of all other maintenance and mandatory fees for dual enrolled students at universities, community colleges, and TCATs;
- Provide that this fee apply to university and community college students enrolling in courses during the fall 2015 semester, coinciding with changes in the dual enrollment scholarship at those institutions. For TCATs, this fee would apply to dual enrolled students enrolled for any term beginning on or after January 1, 2015;
- For community colleges and TCATs, take notice of the Administration's desire that the dual enrollment charge be held constant for a three year period of time (beginning FY 2015-16);
- For TCATs, note that the uniform TCAT dual enrollment fee would not apply to TCATs where existing agreements provide for payment of full maintenance fees by third party payers; and
- Approve dual enrollment maintenance fees as follows:

<u>Sector</u>	<u>Per Hour Fee</u>	<u>Total Fee</u>
Universities	\$166.00	NA
Community Colleges	\$166.00	NA
TCATs		
35-72 Scheduled Hours	NA	\$100.00
73-107 Scheduled Hours	NA	\$200.00
108 & Over Scheduled Hours	NA	\$300.00

4. 2015 System-wide Legislative Initiatives (Vice Chancellor Gregory)

In preparation for the 109th Tennessee General Assembly which convenes in Nashville on January 13, 2015, the Board will review and consider for approval the 2015 TBR system-wide legislative package. Board action is required on all initiatives that become part of the TBR legislative package. The report will be provided at a later date.

5. Approval of Program Proposals at the Community Colleges and Universities (Vice Chancellors Nichols and Denley)

The Board will be asked to approve the following program proposals from:

Chattanooga State Community College

Associate of Applied Science (A.A.S.) in Hospitality and Tourism Management

The proposed program will prepare graduates for entry into a wide range of management positions in the lodging, food & beverage, and tourism industries to address regional workforce needs in Hospitality and Tourism. The program is designed with a strong emphasis on applied leadership skills. Students will be exposed to various sectors within the field through a curriculum that includes internships, theory, case studies, and group projects that will assist students in guiding their career path development in four (4) areas of concentration: 1) Culinary Arts, 2) Food and Beverage Management, 3) Hotel Management, and 4) Tourism.

Pellissippi State Community College

Associate of Applied Science (A.A.S.) in Welding Technology

The proposed program will prepare individuals as welders or metal fabricators who apply basic engineering principles and technical skills to the design and engineering of welding and joining systems. Students enrolled in the program may attain numerous certifications to codes and standards and will be capable of stepping into supervisory or management roles. The program is largely funded through a grant from the Southeastern Economic and Educational Leadership Consortium (SEELC) where Pellissippi State serves as a lead institution with five other colleges located in Tennessee, Florida, and South Carolina.

Middle Tennessee State University

Master of Science (M.S.) in Finance

Middle Tennessee State University proposes to offer a 33 SCH hybrid degree which will allow graduates to undertake and/or advance in careers that are key to the functioning of the 21st century global economy, including financial planning, investment banking, financial management, corporate finance, financial analysis, investment fund management, and treasury operations among others. This would be the sole program of its kind in a public university in Tennessee.

6. Review and Approval of New TBR Policy 2:02:00:02 – Reverse Transfer *(Vice Chancellor Denley)*

Vice Chancellor Denley will present the proposed Reverse Transfer Policy: 2:02:00:02. Reverse transfer is a credit review of degree seeking students who transfer from a community college to a four year institution prior to receipt of the associate's degree to determine if and when the students complete the associate's degree requirements and, if so, to award them associate's degrees.

7. Approval of University Housing Policies *(Vice Chancellor Denley)*

At its meeting on June 19, 2014, the Board approved an amendment to existing TBR Policy No. 3:03:01:0 - Student Residence Regulations and Agreements - together with the repeal of TBR Policy No. 3:03:03:01- Residence Hall Visitation Policy. This action resulted in the merger of the former two (2) policies into a single student residence policy, which is TBR Policy No. 3:03:01:00 - Student Residence Regulations. Section I: General Requirements of said policy stipulates that, "Each institution that operates student housing facilities shall adopt a policy consistent with this system-wide policy." In accordance with this provision, a separate Student Housing Policy for each TBR university has been developed. These six university housing policies are presented herein for the Board's approval. These policies describe eligibility for housing, housing application processes, housing agreements, student resident conduct, visitation, and other regulations including those specific to a particular residence facility or type of residence facility. No changes to the type or amount of fees and charges related to university housing from those fees and charges previously approved and established in the institution's

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current housing agreement and/or residence life policy are included in these university housing policies.

For the development of the university housing policies under consideration by the Board, each TBR university initiated a process to develop its housing policy to align with the revised system-wide Student Residence Regulations. These processes included participation in system-wide conference calls held by the Office of Academic Affairs, which included a representative of the Office of General Counsel to provide guidance and to address specific questions raised by university Housing Officers. The policy development process also included active interface between each institution and its General Counsel to assure compliance with legal requirements. The resulting six student housing policies have undergone final review and approval at their respective institutions as well as final review and approval by the Office of General Counsel and the Office of Academic Affairs. These institutional policies are scheduled to go into effect December 11, 2014 subsequent to Board approval.

8. Proposed Program Terminations, Modifications, and New Technical Program Implementations for the Tennessee Colleges of Applied Technology *(Vice Chancellor King)*

Program Proposals Requiring Board Approval:

Seven (7) program proposals are being presented for the Board's review and approval. These proposals will allow the Tennessee Colleges of Applied Technology to be more responsive to the needs of students, businesses, and industries. The proposals are:

- Implementation of a Road Building Equipment Service Technician Program by the TCAT - Chattanooga (See Implementation Proposal #1)
- Implementation of an Advanced Manufacturing Program by TCAT-Hartsville (See Implementation Proposal #2)
- Implementation of a Medical Assistant Program by TCAT-Nashville (See Implementation Proposal #3)
- Implementation of a Pharmacy Technician Program by TCAT-Pulaski (See Implementation Proposal #4)
- Implementation of a Diesel Power Equipment Technology Program by TCAT-Harriman, Lenoir City Service Center (See Implementation Proposal #5)
- Implementation of a Welding Technology Program by TCAT-Harriman, Lenoir City Service Center (See Implementation Proposal #6)
- Implementation of a Statewide Production Technician Program at all TCAT campuses. (See Implementation Proposal #7)
- Modification of the Industrial Maintenance Program by TCAT-Chattanooga by changing the program to a Hybrid format (See Modification Proposal #1)

Academic Proposals Requiring Only Notification to Vice Chancellor:

Six (6) academic actions were submitted by a TCAT institution to the Vice Chancellor for approval based on section C of the TBR Policy: 2:01:02:00, requiring only notification to the Vice Chancellor. Appropriate documentation to support need was provided. The proposals are as follows:

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TCAT	Summary of Proposal	New Costs/Funding Source	Approval/ Implementation Date
Covington	Add Automated Industrial Production elective to Industrial Maintenance Technology Program as an elective. Program length will remain the same at 1728 clock hours.	None	January 2015
Dickson	Revise exit points for Welding: Welder Helper Certificate 90 hours Tack Welder Certificate 432 hours	None	September 2014
Hartsville	Relocate the Practical Nursing program from Westmoreland Instructional Service Center to the Wilson County site.	None	January 2015
Harriman	Offer a dual enrollment Diesel Powered Equipment program with Loudon County High School Students.	None	January 2015
Harriman	Offer a dual enrollment Welding Technology Program with Loudon County High School Students	None	January 2015
Shelbyville	Inactivate the Truck Driving Program due to low enrollment.	None	January 2015

9. Adoption of Policy Implementing T.C.A. Title 40, Chapter 7, Part 10, Public Higher Education Funding Requests (*General Counsel Moody*)

During the 2014 Session, the Tennessee General Assembly enacted Public Chapter 538, which is now codified at T.C.A. Title 49, Chapter 7, Part 10, Public Higher Education Funding Requests. The purpose of the act is “to protect and maintain the integrity of current prioritization and strategic planning processes established to best use limited state funds for public higher education toward greatest need and opportunity and to ensure prudent fiscal policy.” T.C.A. § 49-7-101. The Act prohibits employees of the TBR and UT systems from advancing state legislative funding requests without the knowledge of the chancellor or president and requires both the Board of Regents and the UT Board of Trustees to adopt policies and procedures that ensure all legislative requests for state funding for higher education have been through a prescribed process before coming before the General Assembly. The proposed policy is intended to fulfill the requirements of the Act. TBR staff recommends approval.

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10. Approval of the Minutes from the December 11, 2014 Meeting of the Personnel and Compensation Committee that Includes Revisions to TBR Policy 5:01:01:04 Military Leave, the University of Memphis Minimum Wage Proposal, and Executive Incentive Pay Proposals (*Regent Roddy*)

The Board will consider approving the December 11, 2014 minutes from the special called meeting of the Personnel and Compensation Committee meeting. The minutes will be distributed to the members the morning of the quarterly meeting and prior to its acting on the minutes.

11. Approval of the Resolution of Appreciation for Director William N. Ray (*Regent Varlan*)

The Board will consider approving the resolution of appreciation for Director Bill Ray for his years of service to the Tennessee Board of Regents.

MINUTES

TENNESSEE BOARD OF REGENTS

REGULAR SESSION

September 26, 2014

The Tennessee Board of Regents met in regular session on September 26, 2014, at Pellissippi State Community College in Knoxville, Tennessee. Vice Chair Emily Reynolds presided over the meeting and called the meeting to order. In her opening remarks, Vice Chair Reynolds thanked President Anthony Wise for the gracious hospitality shown during the regents' visit to the campus of Pellissippi State, including the delicious dinner prepared and served by the culinary students and the wonderful musical performance by the choir following the dinner. Newly appointed regents, Dr. Barbara Prescott, Leigh Shockey, Rebecca Reeves and Dottye Webb, were recognized and welcomed.

Next, she called on Board Secretary Mary Moody to call the roll. The following members were present:

Mr. Darrell Freeman
Mr. Tom Griscom
Commissioner Julius Johnson
Ms. Fran Marcum
Dr. Barbara Prescott
Mrs. Rebecca Reeves
Ms. Emily Reynolds
Mr. Howard Roddy
Ms. Leigh Shockey
Mr. J. Parker Smith
Mr. Johnny Stites
Mr. Bob Thomas
Ms. Danni Varlan
Ms. Dottye Webb

A quorum was present. Members not available to attend the meeting were Governor Bill Haslam, Commissioner Kevin Huffman, and Regent Greg Duckett.

I. APPROVAL OF THE MINUTES

The first item on the agenda was the approval of the minutes from the June 20, 2014 meeting and the July 15, 2014 special called meeting. Copies of the minutes were provided to all Board members prior to the meeting. Regent Thomas moved to approve the minutes as presented. A second was provided by Regent Varlan. The motion was passed on a voice vote.

II. REPORT OF INTERIM ACTION

Vice Chair Reynolds called on Chancellor Morgan for the Report of Interim Action. The report serves as a record of business transacted by the Office of the Chancellor since the previous quarterly meeting of the Board. A copy of the report is attached to the official copy of the Minutes as Appendix A. Regent Freeman moved for adoption of the report. Regent Griscom seconded the motion. The motion passed on a voice vote.

III. REPORT OF THE COMMITTEES – Consent Agenda

Vice Chair Reynolds reported that all members received copies of the reports from the committees. The following committee reports were presented for approval:

- A. Minutes of the Committee on Tennessee Colleges of Applied Technology on September 25, 2014
- B. Minutes of the Academic Policies and Programs Committee on September 25, 2014
- C. Minutes of the Audit Committee on September 25, 2014
- D. Minutes of the September 12, 2014 Meeting of the Ad Hoc Committee on Committees

Regent Griscom moved to accept the minutes as presented. Regent Roddy provided a second to the motion. The motion carried.

Minutes of the September 25, 2014 meeting of the Committee on Tennessee Colleges of Applied Technology are attached to the official copy of the Minutes as Appendix B. Minutes of the Academic Policies and Programs Committee are attached to the official copy of the Minutes as Appendix C. Minutes of the Audit Committee meeting on September 25, 2014 are attached to the official copy of the Minutes as Appendix D. Minutes of the September 12, 2014 Meeting of the Ad Hoc Committee on Committees are attached to the official copy of the Minutes as Appendix E.

IV. REPORT OF THE REGENTS AWARD FOR EXCELLENCE IN PHILANTHROPY

Vice Chair Reynolds called on Regent Marcum for this report. The Regents Award for Excellence in Philanthropy was presented to Mr. Lars Eriksson in April 2013 by Regent Farris. Mr. Eriksson was nominated to receive the Regents Award for Excellence in Philanthropy by former President Tim Hall of Austin Peay State University in recognition of his outstanding support of APSU. Mr. Eriksson presented the University with the largest single gift in its history, in honor of his late wife, Martha Dickerson Eriksson. In appreciation for this gift, APSU has named The College of Education for Mrs. Eriksson and has established the Eriksson Scholars program for education students. Additionally, a residence hall has been named for Mrs. Eriksson and the Martha Dickerson Eriksson College of Education's STEM Center was renamed the Jack Hunt STEM Center, in honor of Mrs. Eriksson's late brother-in-law. The Jack Hunt STEM Center allows prospective teachers to gain a familiarity with a variety of scientific equipment and technology

that will educate them on how to successfully use this technology in their future classrooms, and offers continuing education seminars and workshops throughout the year for current classroom teachers. Newly appointed President Alisa White addressed the Board and thanked them for honoring the Eriksson family for their generous contributions to Austin Peay State University.

V. REPORT OF THE CHANCELLOR

Chancellor Morgan began his report by recognizing the Maxine Smith Fellows and their mentors. The Fellows had just completed the presentation of their projects, culminating their participation in the fellowship program. He thanked them for their dedication and work.

Mr. Mike Krause, Executive Director of Drive to 55 and Tennessee Promise, then gave an update on the Tennessee Promise initiative. Tennessee Promise offers two years of tuition-free community or technical college to Tennessee high school graduates beginning with the Class of 2015. As part of the program, students are provided with a mentor who will support them during the college application process. After questions and comments from the board members, Mr. Krause encouraged each of the board members to sign up to be a mentor in their respective region and thanked them for the opportunity to speak to them about this very important initiative from the Governor's office.

Next, Pamela Clippard, Manager of Business Intelligence and Data Warehousing, and Nikkolette Searle, Business Intelligence Analyst/Developer from the Information Technology division at the System office, demonstrated the key performance metrics for Degree Productivity and Student Progression of the Complete College Tennessee Act. The demonstration was conducted in real time, using data from the TBR Common Data Repository and featured interactive dashboard and report capabilities. Dr. Tristan Denley then explained how this dashboard information can be used by campus leadership to make more strategic decisions and further student success. He also demonstrated a system-wide data visualization and explained how that data analysis had helped shape the creation of the Academic Focus initiative.

VI. REPORTS OF PRESIDENTS AND DIRECTORS

TSU President Glenda Glover reported on behalf of the university presidents, explaining how they will address the anticipated decline in freshman enrollment due to the Tennessee Promise. She reviewed several initiatives the university presidents are planning to promote a successful partnership with the Tennessee Promise.

Next, Mississippi State President Anthony Wise presented the report for the community college presidents. His report included information on how the community colleges are working to promote the Tennessee Promise and also their continuing focus on the retention of students. He referred the members to the thirteen high impact practices regarding completion listed in the community college report and how the campuses are working to implement those.

Director Mark Powers gave the report of the Colleges of Applied Technology that included the many projects the TCATs have planned to promote Tennessee Promise on their campuses. On October 18 "Scholarship Saturday" will be conducted across the state at each TCAT where pizza and soft drinks will be provided to each student signing up for the Tennessee Promise. Director Powers reported on several special events that have taken place on the campuses since the last quarterly meeting, including a visit from United States Secretary of Labor, Tom Perez, to the TCAT Memphis. At the conclusion of his report, Director Powers congratulated Directors Don Sadler and Mark Powers on their retirement.

VII. UNFINISHED BUSINESS

The Board then took up the proposed changes in the Bylaws that were noticed at the June 20, 2014 meeting. The revisions to the Bylaws reflect ministerial changes to their numbering and location on the TBR website as well as the following substantive revisions: 1) revisions to Section I.C.1 adding language clarifying that the state university and community college system includes the colleges of applied technology; 2) proposed revisions to Section VII.F. adding language to allow a committee to meet in the absence of a quorum to hear informational reports; 3) proposed revisions to Section VII.I. adding language to clarify that in the absence of the Chairman of the Board, the Vice Chairman shall be an ex officio member of all committees with the authority to vote; and 4) revisions to Section VII.M.1.e. changing the name of the Committee on Public Affairs to the Committee on External Affairs, and setting out the duties of the newly renamed committee. Regent Griscom made the motion to approve the changes. Regent Roddy seconded the motion. A roll call vote was taken and the motion passed unanimously. A copy of the revised Bylaws is attached to the official copy of the Minutes as Appendix F.

As the last item under Unfinished Business, General Counsel Moody gave notice to the members of additional proposed revisions regarding the charters of standing committees and institutional ex officio non-voting committee members. Those revisions may be considered by the Board at its next meeting.

VIII. NEW BUSINESS

The first item under New Business was the approval of the proposed meeting dates for 2015. Chancellor Morgan presented the following dates and locations for 2015:

March 27	Nashville, Tennessee
June 18 and 29	Columbia State Community College, Columbia, Tennessee
September 16 and 17	Jackson State Community College, Jackson, Tennessee
December 10	Nashville, Tennessee

Regent Prescott moved to approve the dates as presented with a second provided by Regent Marcum. The motion passed unanimously.

For the next item of business, Vice Chair Reynolds called on Regent Roddy for the minutes of the Personnel and Compensation Committee held on September 25, 2014 that included tenure upon appointment recommendations; revisions to TBR Policy 5:01:01:09, Sick Leave; a faculty promotion addendum from APSU; institutional compensation proposals from two universities and eight community colleges; revised policies regarding sex discrimination, sexual harassment and sexual misconduct; and the performance evaluation of the chancellor. Regent Roddy moved to approve the minutes as presented. Regent Stites seconded the motion. The vote was taken by roll call and carried unanimously. A copy of the minutes is attached to the official copy of the Minutes as Appendix G.

Vice Chair Reynolds then called on Chancellor Morgan, in the absence of Regent Duckett, Chair of the Finance and Business Operations Committee, to present the minutes of that committee meeting held on September 25, 2014, which included the capital budget for FY 2015-2016. The capital budget request included \$100,250,000 in capital outlay and \$941,180,000 in capital maintenance for a total of \$194,430,000. The top four projects included Tennessee Colleges of Applied Technology state-wide (Athens, Chattanooga, Covington, Crossville, Dickson, Harriman, Jackson, Knoxville, Memphis, Morristown, Nashville, Paris and Shelbyville), Austin Peay State University, Jackson State Community College and East Tennessee State University. Vice Chancellor Gregory provided the members with an informational report of the capital match funding. Regent Griscom moved to adopt the minutes with a second provided by Regent Roddy. A roll call vote was taken and the motion passed. A copy of the minutes is attached to the official copy of the Minutes as Appendix H.

Next, Regent Varlan was asked to present the resolution of appreciation for Director Don Sadler for his years of service to the Tennessee Board of Regents. At the conclusion of the reading, Regent Varlan moved to adopt the resolution. Regent Marcum seconded the motion and the motion passed unanimously. Director Sadler addressed the Board and thanked them for their support throughout his career. A copy of the resolution is attached to the official copy of the Minutes as Appendix I.

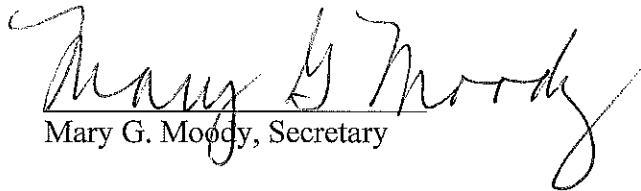
The next item on the agenda was a resolution of appreciation for Director Mark Powers. Regent Varlan presented the resolution and moved to adopt the resolution. Regent Marcum seconded the motion. The motion passed unanimously. Vice Chair Reynolds called on Director Powers for comments. He expressed sincere appreciation to the Board and everyone in the System for their friendship and support over the years. A copy of the resolution is attached to the official copy of the Minutes as Appendix J.

In closing, Vice Chair Reynolds announced that the next meeting is scheduled for December 11, 2014 at the TBR System Office in Nashville, Tennessee. Chancellor Morgan thanked Mike Krause for attending the meeting and making the presentation on Tennessee Promise.

IX. ADJOURNMENT OF THE MEETING

No further business was brought before the Board and the meeting was adjourned.

Respectfully submitted,


Mary G. Moody, Secretary

John G. Morgan, Chancellor

Emily J. Reynolds, Vice Chair

MINUTES
TENNESSEE BOARD OF REGENTS
SPECIAL CALLED SESSION

November 25, 2014

The Tennessee Board of Regents met in a special called session on Tuesday, November 25, 2014, at the TBR System Office located in Nashville, Tennessee, for the purpose of receiving and acting upon recommendations for the appointment of directors at the Tennessee Colleges of Applied Technology at Crossville and Dickson. Secretary Mary G. Moody called the roll. The following members were present:

Regent Emily Reynolds, Vice Chairman
Regent Greg Duckett
Regent Tom Griscom
Regent Fran Marcum
Regent Barbara Prescott
Regent Rich Rhoda (via conference call)
Regent Leigh Shockey
Regent J. Parker Smith
Regent Johnny Stites
Regent Bob Thomas
Regent Danni Varlan

A quorum was present. Governor Bill Haslam, Commissioner Kevin Huffman, Commissioner Julius Johnson, Regents Darrell Freeman, Rebecca Reeves, Howard Roddy and Dottie Webb were not available for the meeting.

As the first item of business, Vice Chair Reynolds called on Chancellor Morgan for the recommendation for the director of the Tennessee College of Applied Technology at Crossville.

Chancellor Morgan reviewed for the board, the process used in selecting candidates for directors and then announced his recommendation to hire Mr. Jerry Young as the next director of the TCAT – Crossville. Mr. Young was appointed Interim Director in September 2014 and has served as the Assistant Director since 2005. From 1988 until 2005, he was an Electronics Technology Program Instructor. He is a veteran of the U.S. Navy serving from 1980 until 1985. Mr. Young holds a Master of Arts degree from the University of the Cumberlands and a Bachelor of Science degree from Excelsior College.

Regent Danni Varlan, who served on the search committee, reported on its activities. The search opened in August 2014. The committee held its first meeting on September 18, 2014 and received a pool of 19 applicants via the TBR Online Position and Employment System. On October 7 the committee met and selected five candidates, who were interviewed on November 3. From those interviews, Mr. Young was selected to interview with Chancellor Morgan. Vice Chancellor James King added his support for the appointment of Mr. Young. Regent Stites moved to approve Chancellor Morgan's recommendation to appoint Mr. Young, effective immediately, with a second from Regent Smith. The motion passed unanimously. Mr. Young joined the meeting via conference call and expressed his appreciation for the confidence placed by the Board.

As the second item of business, Vice Chair Reynolds called on Chancellor Morgan for his recommendation for the director at the Tennessee College of Applied Technology at Dickson.

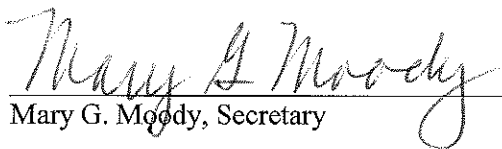
Chancellor Morgan reported that this search was opened and the position was advertised in August 2014. The search committee held its first meeting on September 9 and received a pool of 21 applicants via the TBR Online Position and Employment System. On October 9, the search committee met and selected four candidates, who were interviewed on November 4. The committee then selected Dr. Arrita Summers to interview with Chancellor Morgan. Chancellor Morgan recommended to the Board that they appoint Dr. Summers as the Director of the TCAT-Dickson. Regent Bob Thomas served on the search committee and offered words of appreciation on the work of the committee.

Dr. Summers has a Ph. D. in Education with a concentration in Higher Education Administration and Supervision, an M. A. from Tennessee State University, a B. S. from Bethel College, an A.A.S. from Volunteer State Community College in General Technology, and a Certificate of Instructor Training from the TCAT – Paris. She has been employed with the TCAT system since 1994. Since 2012, she has served as the Director of the TCAT – Crump, was the Assistant Director there from January 2010 thru October 2012. She was the Extension Campus Coordinator for the TCAT – Dickson at the Clarksville Extension campus from 2007 – 2009, the recruiting coordinator at the TCAT – Dickson's Clarksville Extension campus from 2006 – 2007, served as cosmetology instructor at the TCAT – Dickson from 1994 – 2006, and was appointed by Governor Don Sundquist to serve as the 2000 – 2001 Faculty Regent on the Tennessee Board of Regents.

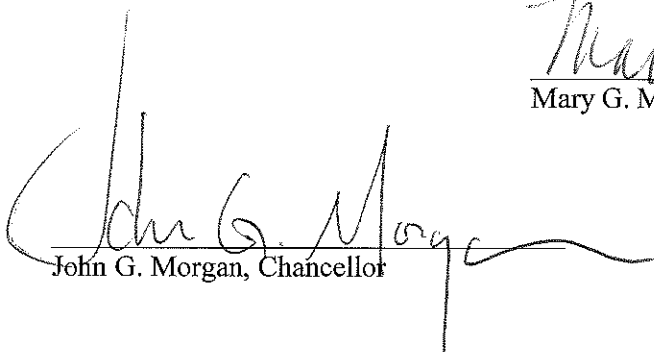
Vice Chancellor James King and Regent Fran Marcum, both offered their support of the recommendation to appoint Dr. Summers to this position. Regent Smith moved to approve Chancellor Morgan's recommendation with Regent Thomas providing a second. The motion passed unanimously. Dr. Summers joined the meeting via conference call and addressed the board. She thanked the board for its confidence in her and expressed her excitement in returning to Dickson.

There was no further business to come before the Board and the meeting was adjourned.

Respectfully submitted,



Mary G. Moody, Secretary



John G. Morgan, Chancellor

Emily J. Reynolds, Vice Chairman

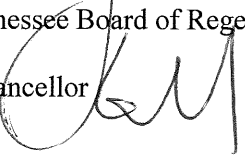


TENNESSEE BOARD OF REGENTS

Office of the Chancellor

1415 Murfreesboro Road, Suite 340 | Nashville, TN 37217-2833 | Phone 615.366.4403 | Fax 615.366.3922 | www.tbr.edu

TO: Members of the Tennessee Board of Regents

FROM: John G. Morgan, Chancellor 

DATE: December 11, 2014

SUBJECT: Interim Action Report – Fourth Quarter

The following constitutes a record of business transacted by the Office of the Chancellor since the previous regular quarterly meeting of the Board of Regents under the authority of Article VIII of the Bylaws, which grants to the Chancellor interim authority to act on behalf of the Board. Pending any questions, the actions are recommended for Board consideration and confirmation.

I. Personnel Actions – Tennessee Board of Regents Staff

Appointments: Bobbie Porter- Program Specialist, Organizational Effectiveness & Strategic Initiatives; effective October 20, 2014

Philip Voorhees – Assistive Technology Specialist, Regents Online Campus Collaborative; effective October 20, 2014

Reclassifications: Tammy Birchett – Chief Audit Executive; effective November 1, 2014

Angela Flynn – Assistant Vice Chancellor for Purchasing & Contracts; effective November 1, 2014

Mark Hodges – Purchasing and Contracts Manager; Business & Finance; effective November 1, 2014

Sonja Mason – Assistant Board Secretary; Office of the General Counsel; effective November 1, 2014

Catherine Middlebrooks – Program Director, Organizational Effectiveness & Strategic Initiatives; effective November 1, 2014

Lisa Reed – Director of Human Resources; Business and Finance; effective
November 1, 2014

Randy Schulte – Associate Vice Chancellor for Academic Affairs; Academic
Affairs; effective November 1, 2014

Heather Stewart – Associate General Counsel; Office of the General Counsel;
effective November 1, 2014

Donald Ungurait – Associate General Counsel; Office of the General Counsel;
effective November 1, 2014

Promotions: None

Transfers: None

Retirement: None

Separations: Vern Fish – Application and Data Integration Developer; Academic Affairs/ROCC;
effective October 15, 2014

Glen White – Construction Administrator; Administration/Facilities Development;
effective October 31, 2014

Carol King – Administrative Assistant; Purchasing & Contracts effective
November 21, 2014

Appointments -Vice President & Executive: Attachment A

Special Adjustment/Critical Increases - Vice Presidents & Executive: Attachment B

II. Acceptance of Gifts and Grants

III. Construction Projects: State Building Commission Activities – Attachment C
Summary of Construction Contracts – Attachment D

IV. Approval of Contracts and Agreements – Attachment E

V. Other – Changes in Travel Per Diem Rates – Attachment F

JGM/sm
Attachments

**Cycle 4 - TBR System-wide
Vice President and Executive Level Appointment**

Institution	Name	Position	Effective Date	Salary
JSCC	Dr. Larry Bailey	Vice President for Academic Affairs	06/30/14	\$102,301
MSCC	Mr. Larry Turner	Director, Center of Emphasis	11/01/14	\$60,000
NESCC	Mr. Paul Montgomery	Vice President of Access and Development	10/01/14	\$120,000
STCC	Mrs. Barbara Rosebrough	Interim Provost	07/01/14	\$109,344
TSU	Dr. Roberts Hayes	Interim First Chair of Excellence in Accounting	08/14/14	\$34,000
UOM	Ms. Tammy Hedges	Interim Vice President External Relations	10/1/2014	\$160,000

**TBR Systemwide
Vice President and Executive Level Salary Increases
Cycle 4**

Institution	Name	Position	Type of Transaction	Increase Amount
UOM	Melanie Murray	Associate University Counsel	Reclassification	46, 164
WSCC	Lori Campbell	VP Office of Academic Affairs	Equity Increase	\$5,356
WSCC	Nancy Brown	Dean of Workplace Development	Equity Increase	2, 982

Tennessee Board of Regents
Summary of State Building Commission Actions
09/03/2014 to 11/13/2014

<u>Date</u>	<u>SBC Number</u>	<u>Institution</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
09/11/2014	166/003-05-2012	APSU	Governors Stadium Renovation	19,000,000	Rec'vd rpt CO #12 @ 11.55%
	166/007-09-2011	UoM	Railroad Pedestrian Improvements	1,635,000	Revise budget and funding
	166/007-22-2014	UoM	Student Recreation Facility Construction	62,000,000	Approve project and issuance of RFP for CM/GC
	166/011-02-2012	TTU	Intramural Sports and Activities Building	7,210,000	Approval to cancel project
	166/032-05-2012	Pellissippi SCC	Campus Settlement Repairs	500,000	Rec'vd rpt CO #5 @ 119.09%
	166/032-05-2013	Pellissippi SCC	Strawberry Plains Renovations	1,875,000	Revise budget and source funding to award contract
	166/032-05-2013	Pellissippi SCC	Strawberry Plains Renovations	1,875,000	Approve EDP
	166/033-01-2011	Southwest Tn CC	Union Campus Mechanical Systems Updates	3,360,000	Rec'vd rpt CO #1 @ 11.8%
09/19/2014	166/034-01-2014	Nashville SCC	Clement Hall Processing Lab Renovations	400,000	Threshold project approved by OSA
09/29/2014	166/011-01-2009	TTU	Several Buildings Roof Replacements	2,400,000	Liquidation on Closure
10/02/2014	166/007-17-2014	UoM	Campus Parking Expansion	1,100,000	Designer selected
	166/032-03-2014	Pellissippi SCC	Demolition - 1512 E. Magnolia Avenue	12,000	Approve demolition
10/09/2014	166/000-01-2011	Statewide	TCAT Roof Replacements	7,104,494	Rec'vd rpt C.O. #2 @ 14.8%
	166/007-07-2012	UoM	Housing Sprinkler Upgrades	3,000,000	Rec'vd rpt C.O. #8 @ 11.07%
	166/033-03-2010	Southwest Tn CC	Accessibility (ADA) Adaptations	641,381	Revise budget and source funding
	166/033-05-2005	Southwest Tn CC	Elevator Accessibility Corrections	1,213,000	Resive budget and funding
	166/034-01-2014	Nashville SCC	Clement Hall Processing Lab Renovations	400,000	Recieved report of TH project
	166/034-02-2014	Nashville SCC	Southeast Center Renovations	4,800,000	Approve project
10/20/2014	166/005-02-2014	ETSU	Demolition - 1328 W. State of Franklin Road	20,000	Approve demolition
	166/009-04-2014	MTSU	Demolition - 802 Fairview Avenue	35,000	Approve demolition
11/03/2014	166/012-02-2014	Chattanooga SCC	Hospitality Management Renovations	165,000	Threshold project approved by OSA
11/05/2014	166/009-06-2014	MTSU	Midgett Building Mechanical Updaters	320,000	Threshold project approved by OSA
11/13/2014	166/003-05-2012	APSU	Governors Stadium Renovation	19,000,000	Rec'vd report C. O. #14 @ 12.11%
	166/003-05-2012	APSU	Governors Stadium Renovation	19,000,000	Rec'vd report C. O. #13 @ 12.13%
	166/009-05-2014	MTSU	Student Recreation Center Re-roof	525,000	Approve project
	166/011-12-2013	TTU	Craft Center Sewage Treatment Plant Replacement	420,000	Resive budget and funding
	166/012-01-2011	Chattanooga SCC	Property Acquisition and Renovation	16,865,000	Resive budget and funding
	166/032-05-2012	Pellissippi SCC	Campus Settlement Repairs	500,000	Rec'vd report C. O. #6 @ 119.09%

CONSTRUCTION CONTRACTS AWARDED

09/03/2014 to 11/13/2014

13 contracts totaling \$15,147,388.50

<u>Designer</u>	<u>Contractor</u>	<u>Contract Sum</u>	<u>Awarded</u>	<u>Project Number</u>	<u>Project Name / Institution</u>
Allen & Hoshall, Inc.	Zellner Construction Services, LLC	3,783,000.00	09/03/2014	166/033-02-2011	Union Campus Parking Structure Southwest Tn CC
Oliver Little Gipson Engineering, Inc.	Rains Electric Company, Inc.	258,000.00	09/03/2014	166/009-06-2013	Recreational Fields Lighting MTSU
Gould Turner Group, P.C.	Interior Design Services, Inc.	181,367.50	09/03/2014	166/009-09-2011FE	Cope Building Renovations Furniture MTSU
Lyle Cook Martin Architects, Inc.	B. R. Miller & Company, Incorporated	660,000.00	09/03/2014	166/003-08-2013	Animal Science Center APSU
TWH Architects, Inc.	Total Building Maintenance, Inc.	78,259.00	09/08/2014	166/012-01-2013A	Energy Plant Roof Replacement Chattanooga SCC
OGCB Incorporated	Billy Rogers Plumbing Heating & A/C Inc.	217,951.00	09/08/2014	166/017-01-2010B	Glover Building Mechanical System Modernization Dyersburg SCC
Lose & Associates, Inc.	W & O Construction Company, Inc.	886,600.00	09/16/2014	166/011-04-2012	Parking and Transportation Improvements TTU
Johnson Architecture, Inc.	K & F Construction, Inc.	1,501,242.00	09/19/2014	166/032-05-2013	Strawberry Plains Renovations Pellissippi SCC
Hart Freeland Roberts, Inc. (Jackson)	Medford Roofing and Construction, LLC	257,750.00	10/02/2014	166/000-01-2011W4	Shop Wings Roof Replacement TCAT - Covington
Lyle Cook Martin Architects, Inc.	Don Kennedy Roofing Company, Inc.	672,610.00	10/07/2014	166/001-01-2013	Various Roof Repair/Replacement TSU
Maffett Loftis Engineering, LLC	J. Cumby Construction, Inc.	5,436,000.00	10/17/2014	166/011-14-2013B	Jobe/Murphy Residence Hall Renovation TTU
Vreeland Engineers Inc.	BASS Services	922,109.00	10/24/2014	166/005-07-2013	Several Buildings Lighting Replacements ETSU
Oliver Little Gipson Engineering, Inc.	Reynolds Electrical Contractors, LLC	292,500.00	11/10/2014	166/003-02-2014	Baseball Field Lighting Replacement APSU

Tennessee Board of Regents
Summary of State Building Commission Executive Subcommittee

October 2, 2014 SBC Executive Subcommittee Meeting

<u>Institution</u>		<u>SBC ESC Action</u>	<u>Action to be Taken</u>
PSCC SBC #166/032-03-2014	Demolition	Approved demolition of building located at 1512 E. Magnolia Avenue.	PSCC to coordinate demolition process.
TTU Transaction #14-08-003	Acquisition	Approved acquisition of property located at 705 North Dixie Avenue.	Office of Facilities Development (OFD) and Department of General Services (GS) to coordinate transaction.
APSU Transaction #14-08-007	Acquisition	Approved acquisition by gift of property located at 150 Laureate Avenue (Highland Crest campus) in Springfield, Tennessee.	OFD and GS to coordinate transaction.
UoM SBC #166/007-17-2014	Campus Parking Expansion	Approved Burr & Cole Consulting Engineers as designer.	OFD to prepare designer agreement and proceed with project.

October 20, 2014 SBC Executive Subcommittee Meeting

<u>Institution</u>	<u>Transaction</u>	<u>SBC ESC Action</u>	<u>Action to be Taken</u>
ETSU Transaction #14-09-014	Acquisition	Approved acquisition of property located at 1328 W. State of Franklin Road.	OFD and GS to coordinate transaction.
ETSU SBC #166/005-02-2014	Demolition	Approved demolition of building located at 1328 W. State of Franklin Road.	ETSU to coordinate demolition process.
MTSU SBC #166/009-04-2014	Demolition	Approved demolition of building located at 802 Fairview Avenue.	MTSU to coordinate demolition process.
UoM Transaction #14-09-012	Disposal	Approved disposal of property located at 3745 S. Galloway Drive.	Realty firm will be engaged to market property.

Summary by Type of Contract							
Contracts Approved from September 1, 2014 to November 15, 2014							
	Amendment						
<u>Dept./Institution</u>	<u>to Existing Contract</u>	<u>Clinical Affiliation</u>	<u>Dual Services</u>	<u>Professional Services</u>	<u>Service Agreement</u>	<u>Other</u>	<u>Contract Total</u>
<u>TBR Offices</u>							
Academics	1	-	-	4	-	2	7
RODP	1	97	22	2	1	-	123
TBR Combined	1	-	5	8	5	11	30
Subtotal	3	97	27	14	6	13	160
<u>Institutions</u>							
APSU	-	-	-	-	-	-	-
ETSU	-	-	-	-	1	2	3
MTSU	-	-	-	-	1	5	6
TSU	-	-	1	-	-	1	2
TTU	-	-	-	-	2	1	3
UOM	-	-	1	-	2	2	5
ChSCC	1	-	-	1	1	-	3
CISCC	-	-	-	-	-	-	-
CoSCC	-	-	-	-	-	1	1
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	-	-	-
NaSCC	-	-	-	-	-	1	1
NeSCC	-	-	-	-	-	1	1
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	-	-	-
STCC	-	-	-	1	-	-	1
VSCC	-	-	-	-	-	-	-
WSCC	-	-	-	-	-	-	-
TTC Combined		1	1	-	2	4	8
Subtotal	1	1	3	2	9	18	34
Grand Total	4	98	30	16	15	31	194

Summary by Type of Contract							
Contracts Approved from September 1, 2013 to November 15, 2013							
	Amendment to Existing Contract	Clinical Affiliation	Dual Services	Professional Services	Service Agreement	Other	Contract Total
<u>TBR Offices</u>							
Academics	-	-	-	2	-	-	2
RODP	2	91	10	2		3	108
TBR Combined	7		1	3	3	3	17
Subtotal	9	91	11	7	3	6	127
<u>Institutions</u>							
APSU	1	-	-	-	-	1	2
ETSU	-	-	-	-	3	-	3
MTSU	-	-	-		2	1	3
TSU	1	-	1	-	-	-	2
TTU	-	-	-	1	1	1	3
UOM	4	-	1		3	2	10
ChSCC	-	-	-	-	1	1	2
CISCC	-	-	-	-	-	1	1
CoSCC	-	-	-	-	-	-	-
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	-	-	-
NaSCC	-	-	-	-	-	-	-
NeSCC	-	-	-	-	-	-	-
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	-	1	1
STCC	-	-	-	-	-	-	-
VSCC	-	-	-	-	-	-	-
WSCC	-	-	-	-	-	-	-
TTC Combined	5	1	-	-	-	4	10
Subtotal	11	1	2	1	10	12	37
Grand Total	20	92	13	8	13	18	164

Tennessee Board of Regents

Contracts Approved September 1, 2014 through November 15, 2014

<u>Contract ID</u>	<u>Contract Type</u>	<u>Contractor</u>	<u>Dept./Institution</u>	<u>Commodity</u>	<u>Yearly Amount</u>	<u>System-wide</u>	<u>Start Date</u>	<u>End Date</u>	<u>Competitive</u>
104319	Grant Agreement	Tennessee Higher Education Commission	ACAD	Grant Subcontract	81,000.00	No	Sep 1 2014	Dec 31 2014	No
104312	Professional Service	Complete College America	ACAD	Memo of Understanding	100,000.00	No	Jul 1 2014	Aug 31 2016	No
104363	Professional Service	Dan Goldstein	ACAD	Speaker	4,000.00	No	Sep 17 2014	Sep 18 2014	No
103915	Amendment to Existing Agreement	Cleveland State Community College	ACAD	Other - Services	22,500.00	No	Mar 12 2014	Dec 31 2014	No
104403	Grant Agreement	Tennessee Technological University	ACAD	Grant Subcontract	200,000.00	No	Sep 12 2014	Dec 30 2015	No
104518	Professional Service	U.S. Department of Justice	ACAD	Speaker	431.70	No	Sep 17 2014	Sep 18 2014	No
104524	Professional Service	Stuart Charne	ACAD	External Reviewer	2,000.00	No	Nov 5 2014	Dec 5 2014	No
104480	Purchase Agreement	CDW-Government	COSCC	Other - Goods	289,232.00	No	Oct 1 2014	Sep 30 2017	Yes
104216	Service Agreement	Comira Testing	CROSSVILLE TCAT	Other - Services	2,000.00	No	Jul 1 2014	Jun 30 2019	No
104383	Service Agreement	Pearson Education, Inc.	CSTCC	Other - Services	637,500.00	No	Jul 1 2014	Jun 30 2015	No
104382	Professional Service	Volkswagen Group of America	CSTCC	Other - Services	0.00	No	Jul 1 2014	Dec 31 2016	No
103585	Amendment to Existing Agreement	Fravert Services	CSTCC	Other - Services	375,954.00	No	Sep 25 2014	Sep 25 2015	Yes
104400	Purchase Agreement	Elsevier	ETSU	Other - Goods	494,105.31	No	Jan 1 2014	Dec 31 2014	Yes
104384	Subscription Agreement	Ex Libris	ETSU	Other - Services	185,757.00	Yes	Jan 31 2014	Dec 31 2014	Yes
104418	Service Agreement	Tennessee Rural Health Recruitment	ETSU	Other - Services	500,000.00	No	Jul 1 2014	Jun 30 2015	No
104538	Use of Facilities	Sumner County Board of Education	FACI	Lease of Space	0.00	No	Oct 1 2014	Dec 31 2018	No
104379	Service Agreement	Payflex	HR	Other - Services	7,000.00	Yes	Jan 1 2015	Jan 1 2018	Yes
102232	Service Agreement	Vision Service Plan (VSP)	HR	Other - Services	0.00	Yes	Oct 10 2014	Oct 9 2015	Yes
102248	Service Agreement	AFLAC	HR	Insurance	0.00	Yes	Oct 10 2014	Oct 9 2015	Yes
103840	Cooperative Agreement	Public Building Authority of Coffee County	MCMINNVILLE TCAT	Other - Services	70,500.00	No	Mar 1 2014	Feb 28 2019	No
104387	Clinical Affiliation	Appalachian Regional Healthcare, Inc.	MORRISTOWN TCAT	Clinical Experience	0.00	No	Sep 8 2014	Sep 7 2015	No
101796	Lease Agreement	South Central Communication Corporation	MTSU	Lease of Space	18,000.00	No	Nov 1 2010	Nov 1 2015	No
104455	Cooperative Agreement	University of Tennessee Health Sciences Center	MTSU	Cooperative Educational Offerings	0.00	No	Oct 1 2014	Sep 30 2034	No
104452	Service Agreement	Solar Turbines, Inc.	MTSU	Other - Services	349,500.00	No	Sep 15 2014	Sep 14 2019	No
104288	Revenue	ISR Group, Inc.	MTSU	Other - Services	120,000.00	No	Jul 23 2014	Jul 22 2019	No
104506	Cooperative Agreement	Northeast State Community College	MTSU	Memo of Understanding	0.00	No	Sep 22 2014	Sep 21 2034	No
104517	Cooperative Agreement	Nashville State Community College	MTSU	Memo of Understanding	0.00	No	Oct 1 2014	Sep 30 2034	No
104357	Clinical Affiliation	University Health System, Inc.(Amanda Sherrod)	NAH	Clinical Experience	0.00	No	Jan 1 2015	Dec 31 2015	No
103063	Clinical Affiliation	Williamson County Hospital District dba WMC & WMG	NAH	Clinical Experience	0.00	No	Aug 25 2014	Aug 25 2019	No
104262	Clinical Affiliation	TriStar Hendersonville Medical Center (HCA)	NAH	Clinical Experience	0.00	No	Aug 1 2014	Jul 31 2015	No

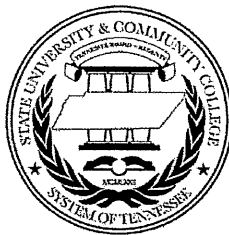
<u>Contract ID</u>	<u>Contract Type</u>	<u>Contractor</u>	<u>Dept./Institution</u>	<u>Commodity</u>	<u>Yearly Amount</u>	<u>System-wide</u>	<u>Start Date</u>	<u>End Date</u>	<u>Competitive</u>
104354	Clinical Affiliation	Gallatin Family Practice	NAH	Clinical Experience	0.00	No	Aug 21 2014	Aug 20 2019	No
104298	Clinical Affiliation	Just for Women, PLC (Memphis)	NAH	Clinical Experience	0.00	No	Aug 8 2014	Aug 7 2019	No
104089	Clinical Affiliation	Henry Ford Health System	NAH	Clinical Experience	0.00	No	Jun 1 2014	May 31 2019	No
104385	Clinical Affiliation	Unaka Internal Medicine	NAH	Clinical Experience	0.00	No	Sep 2 2014	Sep 1 2019	No
104377	Clinical Affiliation	Benton Health Care LLC	NAH	Clinical Experience	0.00	No	Aug 28 2014	Aug 27 2019	No
104373	Clinical Affiliation	High Risk Obstetrical Consultants	NAH	Clinical Experience	0.00	No	Aug 27 2014	Aug 26 2019	No
104353	Clinical Affiliation	Advanced Kidney Specialists	NAH	Clinical Experience	0.00	No	Aug 21 2014	Aug 20 2019	No
104365	Clinical Affiliation	Gold Skin Care Center	NAH	Clinical Experience	0.00	No	Aug 25 2014	Aug 24 2019	No
104367	Clinical Affiliation	Anba Abraam Medical Clinic	NAH	Clinical Experience	0.00	No	Aug 26 2014	Aug 25 2019	No
104368	Clinical Affiliation	Bluff City Obstetrics and Gynecology	NAH	Clinical Experience	0.00	No	Aug 26 2014	Aug 25 2019	No
104371	Clinical Affiliation	Medina Family Medical Clinic	NAH	Clinical Experience	0.00	No	Aug 27 2014	Aug 26 2019	No
104220	Clinical Affiliation	Ascension Information Services(St. Louis)	NAH	Clinical Experience	0.00	No	Aug 20 2014	Aug 19 2015	No
102278	Clinical Affiliation	Maury Regional Hosp Maury Reg Med Ctr Primecare	NAH	Clinical Experience	0.00	No	Sep 1 2011	Aug 31 2016	No
104358	Clinical Affiliation	Family First Healthcare of Northeast Georgia	NAH	Clinical Experience	0.00	No	Aug 22 2014	Aug 21 2019	No
104359	Clinical Affiliation	Dr. Ronald L.Terhune, MD	NAH	Clinical Experience	0.00	No	Aug 22 2014	Aug 21 2019	No
104362	Clinical Affiliation	Dr. Kenneth W. Wood, MD	NAH	Clinical Experience	0.00	No	Aug 22 2014	Aug 21 2019	No
104350	Clinical Affiliation	Family Medical Associates(Alabama)	NAH	Clinical Experience	0.00	No	Aug 20 2014	Aug 19 2019	No
104195	Clinical Affiliation	NCH Healthcare System	NAH	Clinical Experience	0.00	No	Aug 25 2014	Jul 31 2016	No
102899	Clinical Affiliation	Fast Pace Medical - Multiple Sites	NAH	Clinical Experience	0.00	No	Nov 14 2012	Nov 13 2017	No
104349	Clinical Affiliation	Beckman Family Medical	NAH	Clinical Experience	0.00	No	Aug 20 2014	Aug 19 2019	No
104295	Clinical Affiliation	University of TN on behalf of its OB/GYN Center	NAH	Clinical Experience	0.00	No	Aug 6 2014	Aug 5 2019	No
104394	Clinical Affiliation	Nor-Lea Hospital District (New Mexico)	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104396	Clinical Affiliation	Dermatology Associates of Oak Ridge, PC	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104392	Clinical Affiliation	Dermatology Associates - 3 Locations in East TN	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104389	Clinical Affiliation	Obsidian Family and Urgent Care Clinic	NAH	Clinical Experience	0.00	No	Sep 3 2014	Sep 2 2019	No
104390	Clinical Affiliation	Dr. John Wilters	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104374	Clinical Affiliation	Jackson Purchase Pediatrics, PLLC	NAH	Clinical Experience	0.00	No	Aug 28 2014	Aug 27 2019	No
104375	Clinical Affiliation	Mt. Juliet Family Care	NAH	Clinical Experience	0.00	No	Aug 28 2014	Aug 27 2019	No
104380	Clinical Affiliation	Braden Family Medicine	NAH	Clinical Experience	0.00	No	Aug 29 2014	Aug 30 2019	No
104411	Clinical Affiliation	Janice K. Hogue-Kinahan NP Primary&Specialty Care	NAH	Clinical Experience	0.00	No	Sep 12 2014	Sep 11 2019	No
104399	Clinical Affiliation	Peachtree City Physicians Group, PC	NAH	Clinical Experience	0.00	No	Sep 5 2014	Sep 4 2019	No
104432	Clinical Affiliation	Ford Center for Pain Management, PLLC	NAH	Clinical Experience	0.00	No	Sep 17 2014	Sep 16 2019	No
104408	Clinical Affiliation	Southern Arizona Family Care Plus	NAH	Clinical Experience	0.00	No	Sep 12 2014	Sep 11 2019	No
104423	Clinical Affiliation	Gafford Family Medicine	NAH	Clinical Experience	0.00	No	Sep 16 2014	Sep 15 2019	No
104366	Clinical Affiliation	The Hensley Clinic	NAH	Clinical Experience	0.00	No	Aug 26 2014	Aug 25 2019	No
104402	Clinical Affiliation	Quality Health Care LLC (Irina Abrams)	NAH	Clinical Experience	0.00	No	Sep 11 2014	Sep 10 2019	No
102025	Clinical Affiliation	Dr. Jay Trussler DO, PC	NAH	Clinical Experience	0.00	No	May 13 2011	May 12 2016	No

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103222	Clinical Affiliation	Washington Avenue Family Practice	NAH	Clinical Experience	0.00	No	May 8 2013	May 7 2018	No
104351	Clinical Affiliation	Summit Pacific Medical Center	NAH	Clinical Experience	0.00	No	Aug 21 2014	Aug 20 2019	No
104458	Clinical Affiliation	Blowing Rock Medical Clinic	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
104462	Clinical Affiliation	Just 4 Kids Pediatrics, LLC	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
104464	Clinical Affiliation	Martin Children's Clinic ,LLC	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
104467	Clinical Affiliation	Southern Tennessee Cardiology	NAH	Clinical Experience	0.00	No	Sep 26 2014	Sep 24 2019	No
104451	Clinical Affiliation	Marion Wellness and Disease Management	NAH	Clinical Experience	0.00	No	Sep 23 2014	Sep 22 2019	No
104427	Clinical Affiliation	Full Circle Women's Care (Jacksonville)	NAH	Clinical Experience	0.00	No	Sep 16 2014	Sep 15 2019	No
104437	Clinical Affiliation	Appomattox River Medical, LLC	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104444	Clinical Affiliation	Livingston Family Practice (Hartsville)	NAH	Clinical Experience	0.00	No	Sep 19 2014	Sep 18 2019	No
104454	Clinical Affiliation	Ashe Pediatrics PLLC	NAH	Clinical Experience	0.00	No	Jan 1 2015	Dec 31 2020	No
104397	Clinical Affiliation	Hope Family Health Services	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104372	Clinical Affiliation	Flechas Family Practice	NAH	Clinical Experience	0.00	No	Aug 27 2014	Aug 26 2019	No
104419	Clinical Affiliation	Clarksville Medical Group	NAH	Clinical Experience	0.00	No	Sep 16 2014	Sep 15 2019	No
104422	Clinical Affiliation	Azubuike L Ezeife Md Pa	NAH	Clinical Experience	0.00	No	Sep 16 2014	Sep 15 2019	No
104410	Clinical Affiliation	Independence Women's Clinic	NAH	Clinical Experience	0.00	No	Jan 1 2015	May 31 2015	No
104412	Clinical Affiliation	Center for Sports Med and Orthopedics(Chattanooga)	NAH	Clinical Experience	0.00	No	Sep 12 2014	Sep 11 2019	No
104413	Clinical Affiliation	Generations Mental Health Center	NAH	Clinical Experience	0.00	No	Sep 15 2014	Sep 14 2019	No
104433	Clinical Affiliation	Caring for the Complete Woman (Franklin, TN)	NAH	Clinical Experience	0.00	No	Sep 17 2014	Sep 16 2019	No
104429	Clinical Affiliation	Infinity Health Care	NAH	Clinical Experience	0.00	No	Sep 17 2014	Sep 16 2019	No
104430	Clinical Affiliation	Pediatric Partners of Nashville	NAH	Clinical Experience	0.00	No	Sep 17 2014	Sep 16 2019	No
104439	Clinical Affiliation	Lakeside Medical	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104440	Clinical Affiliation	Family Medicine Center (Cleveland)	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104441	Clinical Affiliation	Graves Gilbert Clinic (KY)	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104442	Clinical Affiliation	Reinhart Family Healthcare (AR)	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104446	Clinical Affiliation	Southern Tn Reg Health Syst. Adv Wound Care Dept	NAH	Clinical Experience	0.00	No	Sep 19 2014	Sep 18 2019	No
104447	Clinical Affiliation	North Physicians Group	NAH	Clinical Experience	0.00	No	Sep 19 2014	Sep 18 2019	No
104448	Clinical Affiliation	Tennessee Valley Pediatric Associates	NAH	Clinical Experience	0.00	No	Sep 19 2014	Sep 18 2019	No
104311	Clinical Affiliation	Conway Physicians Group Family Medicine	NAH	Clinical Experience	0.00	No	Aug 14 2014	Aug 13 2019	No
103617	Clinical Affiliation	Total Health Family Medicine	NAH	Clinical Experience	0.00	No	Sep 26 2013	Sep 25 2018	No
103978	Clinical Affiliation	Crestview Health and Rehabilitation	NAH	Clinical Experience	0.00	No	Aug 12 2014	Aug 11 2019	No
103822	Clinical Affiliation	American Family Care (Chattanooga)	NAH	Clinical Experience	0.00	No	Sep 9 2014	Sep 8 2019	No
104481	Clinical Affiliation	Tri-Rivers Healthcare, Inc	NAH	Clinical Experience	0.00	No	Sep 30 2014	Sep 29 2019	No
104471	Clinical Affiliation	OB/GYN Associates (Eagle Idaho)	NAH	Clinical Experience	0.00	No	Sep 29 2014	Sep 28 2019	No
104473	Clinical Affiliation	Arkansas Methodist Women's Clinic	NAH	Clinical Experience	0.00	No	Sep 29 2014	Sep 28 2019	No
104487	Clinical Affiliation	Mowery Clinic (Salina ,KS)	NAH	Clinical Experience	0.00	No	Sep 30 2014	Sep 29 2019	No
104489	Clinical Affiliation	Independence Pediatrics (also Lee's Summit Peds)	NAH	Clinical Experience	0.00	No	Oct 1 2014	May 30 2015	No
104459	Clinical Affiliation	Family Medicine (Huntsville)	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
104460	Clinical Affiliation	Complete Medical Consultants (NV)	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No

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104449	Clinical Affiliation	LifeSpring Community Health	NAH	Clinical Experience	0.00	No	Sep 22 2014	Sep 21 2019	No
104431	Clinical Affiliation	Summit Pediatrics (MO)	NAH	Clinical Experience	0.00	No	Jan 2 2015	May 31 2015	No
104436	Clinical Affiliation	Highland Pediatrics	NAH	Clinical Experience	0.00	No	Jan 16 2015	Jan 15 2016	No
104409	Clinical Affiliation	Dr.Patrick Greer& Amanda Bradley General Surgery	NAH	Clinical Experience	0.00	No	Sep 12 2014	Sep 11 2019	No
104395	Clinical Affiliation	Ringgold Medical Center	NAH	Clinical Experience	0.00	No	Sep 4 2014	Sep 3 2019	No
104424	Clinical Affiliation	Imhotep Pediatric Services	NAH	Clinical Experience	0.00	No	Sep 16 2014	Sep 15 2019	No
104443	Clinical Affiliation	West Oakland Health Center (CA)	NAH	Clinical Experience	0.00	No	Sep 18 2014	Sep 17 2019	No
104376	Clinical Affiliation	Whitehaven Pediatrics	NAH	Clinical Experience	0.00	No	Aug 28 2014	Aug 27 2019	No
103749	Clinical Affiliation	Miller Health Group & Geriatric Consulting Group	NAH	Clinical Experience	0.00	No	Dec 11 2013	Dec 10 2018	No
104310	Clinical Affiliation	Cumberland Co. Hosp. System dba Cape Fear	NAH	Clinical Experience	0.00	No	Sep 9 2014	Sep 8 2019	No
104515	Clinical Affiliation	Acute Patient Care	NAH	Clinical Experience	0.00	No	Oct 16 2014	Oct 15 2019	No
104502	Clinical Affiliation	Harrisonville Family Medicine, Inc	NAH	Clinical Experience	0.00	No	Oct 9 2014	Oct 8 2019	No
104492	Clinical Affiliation	Mount Jefferson Family Medicine (NC)	NAH	Clinical Experience	0.00	No	Oct 3 2014	Oct 2 2019	No
104479	Clinical Affiliation	Pedia-Doc Children Medical Center	NAH	Clinical Experience	0.00	No	Sep 30 2014	Sep 29 2019	No
104484	Clinical Affiliation	Northeast Tennessee Emergency Physicians	NAH	Clinical Experience	0.00	No	Sep 30 2014	Sep 29 2019	No
104485	Clinical Affiliation	Asheville Pulmonary and Critical Care Associates	NAH	Clinical Experience	0.00	No	Sep 30 2014	Sep 29 2019	No
104468	Clinical Affiliation	Urgent Care Specialists, LLC (Knoxville)	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
104463	Clinical Affiliation	Shults Pediatrics (Knoxville)	NAH	Clinical Experience	0.00	No	Sep 25 2014	Sep 24 2019	No
102160	Service Agreement	Gates Communications, Inc.	NASHVILLE TCAT	Other - Services	150,000.00	No	Sep 1 2013	Aug 31 2015	No
104406	Grant Agreement	Tn Department of Labor	NASHVILLE TCAT	Grant	58,755.00	No	Sep 1 2014	Sep 30 2014	No
104513	Grant Agreement	Tn Department of Labor	NASHVILLE TCAT	Grant	2,496,990.00	No	Oct 10 2014	Jun 30 2015	No
103399	Dual Services Extra Compensation	TBR Central Office-Carol Tomlinson	NEWBERT TCAT	Teaching	16,561.80	No	Sep 1 2013	Aug 31 2015	No
104304	Lease Agreement	Freed-Hardemann University	NSCC	Lease of Space	0.00	No	Aug 15 2014	Aug 14 2017	No
104504	Banking Services	First Tennessee Bank National Association	NSTCC	Banking Services	11,999.98	No	Nov 1 2014	Oct 31 2015	Yes
104273	Cooperative Agreement	Scientific Management Techniques Inc	OCC	Memo of Understanding	0.00	No	Sep 1 2014	Aug 31 2019	No
104414	Software License	AssetWorks	OCC	Computer Software	63,500.00	Yes	Aug 1 2014	Jul 31 2015	Yes
104378	Use of Facilities	MTSU	OESI	Meeting Space	1,000.00	No	Nov 13 2014	Nov 13 2014	No
104388	Professional Service	Ron Stewart	OESI	Speaker	4,000.00	No	Sep 17 2014	Sep 18 2014	No
104391	Professional Service	Scott Lissner	OESI	Speaker	4,000.00	No	Sep 17 2014	Sep 18 2014	No
104393	Professional Service	Eve Hill	OESI	Speaker	471.50	No	Sep 17 2014	Sep 18 2014	No
104415	Dual Service	Jackson State Community College	OESI	Personnel	2,500.00	No	Sep 22 2014	Jun 30 2015	No
104416	Dual Service	Walters State Community College	OESI	Personnel	3,000.00	No	Sep 22 2014	Jun 30 2015	No
104445	Dual Service	Walter State Community College- Matthew Smith	OESI	Personnel	3,000.00	No	Sep 22 2014	Jun 30 2015	No
104398	Professional Service	Jamie Principato	OESI	Speaker	1,500.00	No	Sep 17 2014	Sep 18 2014	No
104450	Dual Service	TSU- Robbie Melton	OESI	Personnel	2,470.65	No	Jun 2 2014	Aug 13 2014	No
104499	Dual Service	TCAT Hohenwald	OESI	Personnel	1,500.00	No	Oct 30 2014	Jun 30 2015	No
103768	Lease Agreement	East TN Human Resources Agency	ONEIDA TCAT	Lease of Space	18,240.96	No	Jan 1 2014	Dec 31 2014	No
104327	Dual Service	NeSCC - Faculty Mentors	RODP	Mentoring	12,881.40	No	Aug 1 2014	Jul 31 2015	No

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104328	Dual Service	ETSU - Faculty Mentors	RODP	Mentoring	23,696.15	No	Aug 1 2014	Jul 31 2015	No
104332	Dual Service	NSCC - Faculty Mentors	RODP	Mentoring	11,041.20	No	Aug 1 2014	Jul 31 2015	No
104334	Dual Service	JSCC - Faculty Mentors	RODP	Mentoring	16,335.45	No	Aug 1 2014	Jul 31 2015	No
104322	Dual Service	APSU - Faculty Mentors	RODP	Mentoring	28,990.50	No	Aug 1 2014	Jul 31 2015	No
104323	Dual Service	CLSCC - Faculty Mentors	RODP	Mentoring	10,814.85	No	Aug 1 2014	Jul 31 2015	No
104336	Dual Service	TSU - Faculty Mentors	RODP	Mentoring	30,453.45	No	Aug 1 2014	Jul 31 2015	No
104337	Dual Service	STCC - Faculty Mentors	RODP	Mentoring	21,177.00	No	Aug 1 2014	Jul 31 2015	No
104344	Dual Service	TCAT Dickson - Mentors	RODP	Mentoring	5,520.60	No	Aug 1 2014	Jul 31 2015	No
104345	Dual Service	TCAT Paris - Mentors	RODP	Mentoring	5,520.60	No	Aug 1 2014	Jul 31 2015	No
104347	Dual Service	TCAT Crump - Mentors	RODP	Mentoring	5,520.60	No	Aug 1 2014	Jul 31 2015	No
104346	Dual Service	TCAT Jackson Mentors	RODP	Mentoring	5,520.60	No	Aug 1 2014	Jul 31 2015	No
104339	Dual Service	PSCC - Faculty Mentors	RODP	Mentoring	33,530.25	No	Aug 1 2014	Jul 31 2015	No
104333	Dual Service	MSCC - Faculty Mentors	RODP	Mentoring	10,364.85	No	Aug 1 2014	Jul 31 2015	No
104325	Dual Service	CSTCC - Faculty Mentors	RODP	Mentoring	24,857.40	No	Aug 1 2014	Jul 31 2015	No
104343	Dual Service	WSCC - Faculty Mentors	RODP	Mentoring	17,949.30	No	Aug 1 2014	Jul 31 2015	No
103312	Professional Service	ETSU-Assessment and Evaluation	RODP	Consulting	100,000.00	No	Jul 1 2014	Jun 30 2015	No
104282	Dual Service	CSTCC - Andrea Sanders	RODP	Personnel	61,472.05	No	Jul 1 2014	Jun 30 2015	No
104335	Dual Service	TTU - Faculty Mentors	RODP	Mentoring	10,814.85	No	Aug 1 2014	Jul 31 2015	No
104407	Professional Service	Smarthinking, Inc.	RODP	Other - Services	27,500.00	Yes	Oct 1 2014	Sep 30 2015	Yes
104340	Dual Service	UOM - Keith Sisson	RODP	Mentoring	17,968.50	No	Aug 1 2014	Jul 31 2015	No
104341	Dual Service	UOM - Belinda Fleming	RODP	Mentoring	5,989.50	No	Aug 1 2014	Jul 31 2015	No
104330	Dual Service	MTSU - Brenda Kerr	RODP	Mentoring	5,520.60	No	Aug 1 2014	Jul 31 2015	No
104503	Service Agreement	ProctorU	RODP	Other - Services	450,000.00	No	Oct 1 2014	Sep 30 2015	Yes
104329	Dual Service	MTSU - Nursing Faculty Mentors	RODP	Mentoring	31,687.50	No	Aug 1 2014	Jul 31 2015	No
101587	Amendment to Existing Agreement	MTSU - online bookstore	RODP	Other - Services	0.00	No	Aug 1 2014	Jul 31 2015	No
104507	Professional Service	Huron Consulting Services, LLC	STCC	Other - Services	290,000.00	No	Oct 10 2014	Dec 19 2014	Yes
104476	Professional Service	Education Advisory Board	TBR	Other - Services	30,975.00	No	Aug 17 2014	Mar 27 2016	No
104469	Purchase Agreement	NCS Pearson (edTPA)	TBR	Other - Services	479,100.00	Yes	Sep 1 2014	Aug 31 2015	No
102340	Amendment to Existing Agreement	Heartland Payment Systems, Inc.	TBR	Other - Services	0.00	Yes	Nov 15 2014	Nov 14 2015	Yes
104428	Professional Service	Brustein and Manasevit, PLLC	TECHP	Consulting	10,000.00	Yes	Nov 12 2014	Nov 12 2014	No
104438	Use of Facilities	Fall Creek Falls, Tennessee State Park	TECHP	Lodging and Meeting Space	7,243.86	No	Nov 12 2014	Dec 31 2014	No
104453	Professional Service	Tennessee Technological University	TECHP	Computer Software	7,000.00	No	Jul 1 2014	Jun 30 2015	No
104283	Banking Services	Regions Bank	TSU	Banking Services	0.00	No	Jul 1 2014	Jun 30 2019	No
104500	Dual Service	TBR - Robbie Melton	TSU	Personnel	2,470.65	No	Aug 15 2014	Dec 16 2014	No
104315	Professional Service	TTU Business Media Center	TTCCO	Other - Services	40,000.00	No	Aug 20 2014	Aug 19 2015	No
101849	Membership	SkillsUSA	TTCCO	Memo of Understanding	39,000.00	No	Sep 1 2014	Aug 31 2015	No
103460	Membership	National Coalition of Certification Centers	TTCCO	Memo of Understanding	27,000.00	No	Aug 1 2014	Jul 31 2015	No
102837	License Agreement	ACT, Inc.	TTCCO	Computer Software	50,000.00	No	Oct 1 2014	Sep 30 2015	Yes
102281	Service Agreement	The Centre Group	TTCCO	Other - Services	54,150.00	No	Nov 1 2014	Oct 31 2015	No
104470	Hotel/Lodging Agreement	Doubletree Hotel	TTCCO	Lodging and Meeting Space	28,488.00	No	Nov 23 2014	Nov 26 2014	Yes
104514	Service Agreement	DPC, Inc.	TTCCO	Other - Services	165,750.00	Yes	Nov 1 2014	Oct 31 2015	Yes
104530	License Agreement	Certiport Authorized Test Center	TTCCO	Other - Services	0.00	No	Nov 1 2014	Oct 31 2015	No
100741	Revenue	Compass Group USA, Inc. - food services	TTU	Other - Services	1,850,000.00	No	Jul 1 2008	Jun 30 2018	Yes

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102364	Service Agreement	Southeast Service Corporation d/b/a SSCService Sol	TTU	Custodial Services	2,000,000.00	Yes	May 1 2012	Apr 30 2015	Yes
104417	Service Agreement	Charlie Irwin Painting LLC	TTU	Maintenance Agreement	350,000.00	No	Sep 15 2014	Sep 14 2015	Yes
104364	Dual Services Extra Compensation	Tennessee Board of Regents - Raylean Henry	UOM	Teaching	2,382.41	No	Aug 25 2014	Dec 11 2014	No
104435	Purchase Agreement	Medco Supply	UOM	Other - Goods	180,000.00	Yes	Sep 22 2014	Sep 21 2019	Yes
104508	Service Agreement	Upchurch Services	UOM	Other - Services	80,000.00	Yes	Oct 1 2014	Sep 30 2019	Yes
104509	Service Agreement	Teems & DeMoville Mechanical Contractors	UOM	Other - Services	120,000.00	Yes	Oct 1 2014	Sep 30 2019	Yes
104510	Revenue	American Cotton Shippers Association	UOM	Other - Services	369,504.00	No	Nov 1 2014	Oct 31 2017	No
194	Contracts								



TENNESSEE BOARD OF REGENTS

Office of Business & Finance

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MEMORANDUM

To: John G. Morgan, Chancellor
From: Dale Sims *DS*
Date: September 30, 2014
Re: Changes in Travel Per Diem Rates

Effective October 1, 2014, the federal CONUS travel per diem rates are increasing. Below are rates that will change on that effective date:

General Lodging Changes:

Level I Counties and Cities	increase from \$122 to \$132 + tax
Level II Counties and Cities	increase from \$102 to \$107 + tax

Lodging changes under Exception One (chancellor, presidents, directors, etc.)

Level I Counties and Cities	increase from \$127 to \$137 + tax
Level II Counties and Cities	increase from \$107 to \$112 + tax

Lodging changes under Exception Two (regents)

Level I Counties and Cities	increase from \$142 to \$152 + tax
Level II Counties and Cities	increase from \$122 to \$127 + tax

The Board delegated authority to you to increase TBR travel rates with any rate increases approved by the State of Tennessee. The revision to the General Travel policy will be reported to the Board at its December meeting through the Interim Action Report. Attached is a copy of the General Travel policy showing the changes that would become effective October 1, 2014.

Approved:

John G. Morgan
 John G. Morgan, Chancellor

10/1/14
 Date

REPORT OF THE COMMITTEE ON PERSONNEL AND COMPENSATION

November 18, 2014

The Committee on Personnel and Compensation met via telephone on November 18, 2014. A quorum was present.

The only item on the agenda was the Executive Performance Incentive Pay Plan. The Committee listened to an overview of the Plan by Vice Chancellor Sims. Chancellor Morgan provided general comments on factors he will use to consider awarding a discretionary performance amount for Presidents and Directors; such as collaborative efforts within the TBR System, fundraising, and the most recent audit findings and actions taken to resolve those issues for the Presidents. For the Directors, he will consider partnerships with business, industry, and community and extraordinary growth in programs. Regent Reynolds provided general comments on factors she recommends using to consider awarding a discretionary performance amount for the Chancellor, such as administrative skills, leadership skills, commitment to diversity, advocacy for higher education, communication, budget and

planning, progress on Complete College Tennessee Act, and planning for the future. These categories were covered in his past review.

This was an informational only meeting and no action was required. There being no further business, the Committee on Personnel and Compensation was adjourned.

Respectfully submitted,

COMMITTEE ON PERSONNEL AND
COMPENSATION

Regent Howard Roddy, Chair

REPORT OF THE COMMITTEE ON AUDIT

November 25, 2014

The Committee on Audit met in regular session on November 25, 2014 at the Tennessee Board of Regents System Office. A quorum was present.

The following Audit Committee members attended the meeting:

Regent Tom Griscom, Chairman
Regent Greg Duckett
Regent Fran Marcum
Regent Leigh Shockey
Regent Parker Smith
Regent John Stites

Other board members, board staff and guests were in attendance.

The first section of the agenda, Informational Reporting, included four items. Item II.a, Review of Comptroller's Office Audit Reports, consisted of a discussion of audit reports issued during the last quarter. The financial and compliance audit reports for Pellissippi State Community College and the Northeast State Community College for the Years Ended June 30, 2013 and June 30, 2012 had unmodified opinions on the fair presentation of the financial statements. Pellissippi State had

no findings, material weaknesses or instances of noncompliance required to be reported. Northeast State had two findings, both reported as material weaknesses in internal control, but there were no instances of noncompliance required to be reported. A summary of the Comptroller's audits is included as Attachment A to these minutes. This item was for informational purposes and required no action.

Item I.b, Review of Corrective Actions on Performance Audit Findings, was an update of the corrective actions taken by Tennessee Board of Regents system staff on findings included in the Comptroller's performance audit of the system, issued in January 2014. Three of the nine findings are considered resolved and staff continue to address matters noted in the remaining findings.

Item I.c, Review of Internal Audit Reports, included internal audit reports issued by the system's internal auditors during the last quarter. The Director of System-wide Internal Audit discussed one of the audit reports with the Committee, East Tennessee State University, *Bluegrass, Old Time and Country Music Investigation*. Regent Griscom remarked about comments in the report indicating the Chair of the department did not

know the university had internal auditors or a policy directing employees how to report or handle matters alleging fraud, waste or abuse. He asked about steps taken to in employee orientation to make new staff aware of these procedures. The Chief Audit Executive commented that she will follow-up with the university on their orientation procedures and will send information to the institutions to increase awareness and relay the importance of procedures for reporting fraud, waste or abuse. A list of the internal audits issued during the quarter is included as Attachment B to these minutes. This item was for informational purposes and required no action.

Item I.d, Review of Annual Audits for the Chancellor and Presidents, included a summary of the results from internal audits of offices selected for audit and a summary of the expenses of all offices for the year ended June 30, 2014. Audits were completed for Austin Peay State University, Columbia State Community College, Jackson State Community College, Motlow State Community College, Southwest Tennessee Community College and the Tennessee Board of Regents. Offices selected for audit and remaining to be completed include

Tennessee State University, Chattanooga State Community College and Cleveland State Community College. This item was for informational purposes and required no action.

Item II, Review of Revisions to Fiscal Year 2015 Internal Audit Plans, presented the committee with revised audit plans as of October 31, 2014. The Director commented that most of the revisions for the current period were made because of efforts focused on higher priority issues, including special requests or investigations and changes in staff availability. Regent Stites asked for clarification on the Committee's responsibility in approving the revised plans. The Chief Audit Executive provided information regarding the risk analysis process to consider the risk for key areas on each campus, which is used to create the audit plan. She noted that other issues may take priority over the plan, resulting in changes. He then remarked that some audits are also required by statute. Regent Griscom commented that audit plans are reviewed by the Committee quarterly to keep the apprised of changes and based on comments from the external quality assurance review in the prior year. He

requested a summary of changes to the plans for future meetings to assist in the Committee's review.

Responding to a question from Regent Griscom for an update on campus auditor vacancies, the Chief Audit Executive said that one campus would be making an offer soon, one had conducted interviews and was expected to make an offer, one was interviewing in the near future and there was no update from one campus. She also reported that the Roane State audit director would be leaving at the end of November. The Committee voted to approve the audit plans as presented. The audit plans are included as Attachment C to these minutes.

Item III, Review of Audit Committee Charter, included a review of proposed changes to the Charter. The changes were proposed to clarify some of the responsibilities detailed in the Charter, to recognize the change of title for the system's chief auditor from Director to Chief Audit Executive and to add the responsibility to ensure the internal audit function maintains a quality assurance and improvement program. The Committee voted to approve the revisions to the Audit Charter.

Item IV, Review of Salaries and Budgets for System Auditors, included an overview of the average salaries by position, the salaries of each audit staff member and budgets by institution. Regent Stites asked about the turnover in audit positions and whether low turnover was the result of competitive salaries. The Chief Audit Executive responded that salaries, mainly at universities, had become slightly more competitive in the last few years but some of the community college salaries were still relatively low. She also stated that most turnover in the last ten years had been at the community college director level. In the same time period, there have been two changes in the directors at universities. This item was for informational purposes and required no action.

Item V, Review of Salaries for Office of System-wide Internal Audit, included a review of salaries for the five auditors in the system office. The Chief Audit Executive noted there had been no changes since the prior year. The Committee voted to approve the salaries in a roll call vote.

Item VI, New Policy 4:03:03:60, Reports of Expenditures of the Chancellor and Presidents, was a review of a proposed new policy to

document the statutory requirement for annual reports of expenses by the Chancellor and presidents and the system office's requirement for quarterly reports from them to comply with this requirement. The Committee voted to approve the new policy.

There being no further public business to come before the Committee, the public portion of the meeting was adjourned.

The last agenda item was a non-public executive session to discuss ongoing investigations.

There being no further business to come before the Committee, the executive session was adjourned.

Respectfully submitted,

Committee on Audit

Tom Griscom, Committee Chair

Attachment A

Summary of Comptroller's Office Audit Reports Issued During the Quarter

Tennessee Board of Regents
Audit Committee
November 25, 2014
Review of Comptroller's Office Audit Reports
Financial and Compliance Audits—No Findings Reported

Institution	For the Years Ended	Fairness of Financial Statement Presentation	Report on Internal Control	Report on Compliance	Findings
Pellissippi State Community College	June 30, 2013 and June 30, 2012	Unmodified Opinion	No material weaknesses identified	No instances of noncompliance required to be reported	0

Tennessee Board of Regents
Audit Committee
November 25, 2014
Review of Comptroller's Office Audit Reports
Financial and Compliance Audits—Findings Reported

Institution	For the Year Ended	Fairness of Financial Statement Presentation	Report on Internal Control	Report on Compliance	Findings
Northeast State Community College	June 30, 2013 and June 30, 2012	Unmodified Opinion	Two material weaknesses identified	No instances of noncompliance required to be reported	2
<p>Finding 1 – As reported in the previous audit, management needs to improve financial statement preparation and review procedures to prevent errors in its financial statements.</p> <p>On the college's 2012 statement of revenues, expenses and changes in net position, the college understated scholarship allowances by \$1,359,470 because an item used in the calculation of the related was not updated from the prior year.</p> <p>In the notes to the 2012 financial statements, the amount of expenses reported from academic support to other functional areas was overstated by \$933,602 because the preparer of the statements included all data processing allocations not just the reallocations related to Academic Support.</p> <p>In the notes to the 2013 and 2012 financial statements, foundation endowment funds were labeled as board-designated endowment funds rather than donor-restricted endowment funds.</p> <p>Management's Comment – Management concurred stating additional training will be provided to key staff and that more thorough reviews will be conducted of the reported amounts in the financial statements and related notes.</p> <p>Finding 2 – The college did not provide adequate internal controls in five specific areas</p> <p>The college did not design and monitor internal controls in specific areas. The audit observed five conditions in violation of college policies and/or industry-accepted best practices. Inconsistent implementation of internal controls increases the risk of fraud or error. The details of these findings are confidential pursuant to Section 10-7-504(i) <i>Tennessee Coe Annotated</i>.</p> <p>Management's Comment – Management concurred stating they are implementing additional internal controls over specific areas noted during the audit that will be in place by October 1, 2014.</p>					
<p><i>Internal Audit Follow-Up: An internal audit follow-up report on these findings will be presented to the Audit Committee at a subsequent meeting.</i></p>					

Attachment B

List of Internal Audit Reports and Investigations Issued During the Quarter

Internal Audit Reports for Review with the Committee

ETSU Bluegrass, Old Time and Country Music Investigation

Internal Audit Reports for Informational Purposes

ETSU	Natural History Museum
UOM	International Travel Expenses
UOM	Internal Controls Risk Assessment Advancement Services
ChSCC	Mail Services
JSCC	Emergency Preparedness Plan
PSCC	NACHA
TCAT-McKenzie	Focused Review

Internal Audit Investigations for Informational Purposes

UOM Lambuth Campus Testing Center

Internal Audit Reports of Expenses of the Chancellor and Presidents

Austin Peay State University
 Jackson State Community College
 Southwest Tennessee Community College
 Columbia State Community College
 Motlow State Community College
 Tennessee Board of Regents

Attachment C

Approved Internal Audit Plans for the Fiscal Year Ended June 30, 2015

Estimate-Hours Available For Audits = 4835 (3 staff auditors and 1 IT auditor)

TBD-To Be Determined

Status:

Scheduled

In Progress

Completed

Removed

TABLE 1

FN 1 - Audit plan due prior to end of fiscal year. Audit not completed by 6/30/14 as anticipated.

FN2 - Cash Receipts Audit was removed from the plan due to a University Advancement special request.

FN 3 - Insufficient hours originally budgeted. More resources needed than anticipated.

FN 4 - Physical Plant Audit was removed from the plan due to a Network Audit special request

Middle Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Budget to Actual			Completion Date Estimated / Actual	Current Status	
				Original	Revised	Change Hours	Change Percentage	Actual Hours	Hours	Percentage			
Requested by Management	R	FM	Cash Counts	50	60	10	20%		199	(139)	-232%	(6) June 2015	In Progress
Requested by Management	R	FM	Year-End Inventory Observations	200	190	(10)	-5%		190	0	0%	August 20, 2014	Completed
Brought Forward, Required by TBR	R	SS	Funding Formula-Completion 2013 Data	0	13	13	100%	(1)	13	0	0%	July 24, 2014	Completed
Brought Forward, Required by TBR	R	SS	Funding Formula-Transfers & Others	200	200	0	0%		0	200	100%	December 2014	Scheduled
Required by TBR	M	IS	Risk Assessment	50	50	0	0%		0	50	100%	May 2015	Scheduled
	F	FM	State Audit Follow-Up or Assistance	50	50	0	0%		5	45	90%	June 2015	In Progress
Project Added	P	IS	Project Electronic Work Papers	0	250	250	100%	(5)	15	235	94%	March 2015	In Progress
Required by NCAA	R	AT	Football Attendance Fall 2014	250	250	0	0%		58	192	77%	February 2015	In Progress
Management Request	P	FM	Special Reviews (Cash Shortage Reviews)	50	50	0	0%		0	50	100%	June 2015	Scheduled
Consulting	C	FM	Assisting with President's Expense Audit	50	50	0	0%		9	41	82%	June 2015	In Progress
Consulting	C	IS	General Consultation	150	150	0	0%		34	116	77%	June 2015	In Progress
Consulting	C	IS	Consulting: Blue Print Solutions	0	200	200	100%	(2)	103	97	49%	June 2015	In Progress
Consulting	C	IA	Consulting: Tucker Theatre	0	220	220	100%	(5)	190	30	14%	June 2015	In Progress
Follow-up	F	IS	Follow-up of Prior Recommendations	100	93	(7)	-7%		27	66	71%	June 2015	In Progress
Brought Forward, Follow-up	F	IT	Follow-up: Classroom Technology	0	7	7	100%		7	0	0%	August 6, 2014	Completed
Brought forward	I	SS	Investigation 14-02	150	150	0	0%		0	150	100%	September 2014	Scheduled
Brought forward	I	SS	Investigation 12-04	0	50	50	100%	(1)	0	50	100%	September 2014	Scheduled
Brought forward	I	SS	Investigation 13-01	0	50	50	100%	(1)	0	50	100%	September 2014	Scheduled
Brought forward	I	SS	Investigation 13-03	0	50	50	100%	(1)	23	27	54%	September 2014	Scheduled
Brought forward	I	SS	Investigation 13-04	0	50	50	100%	(1)	0	50	100%	September 2014	Scheduled
Special Request	I	IS	Unscheduled Investigations	500	217	(283)	-57%	(1)	0	217	100%	TBD	Scheduled
Brought forward, Special Request	S	IA	Pcard Departmental Review	0	30	30	100%	(3)	3	27	90%	August 2014	In Progress
Special Request	S	IS	Assisting a Dept. with Caller Complaint	0	40	40	100%	(4)	40	0	0%	October 31, 2014	Completed
1	A	FM	Rental Property Management	250	250	0	0%		0	250	100%	December 2014	Scheduled
2	A	FM	Food Service Commissions	250	250	0	0%		0	250	100%	December 2014	Scheduled
3T	A	AT	Athletic Concessions Revenue	250	250	0	0%		0	250	100%	January 2015	Scheduled
3T	A	FM	Blue Print Solutions	200	0	(200)	-100%	(2)	0	0	0%	n/a	Removed (2)
4T	A	RS	Research Sponsored Programs	250	250	0	0%		0	250	100%	March 2015	Scheduled
4T	A	AT	Athletic Camps and Clinics	250	250	0	0%		0	250	100%	March 2015	Scheduled
5T	A	AD	Foundation	250	250	0	0%		0	250	100%	May 2015	Scheduled
5T	A	AD	Development	250	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
6T	A	AT	Athletics (Eligibility)	220	0	(220)	-100%	(5)	0	0	0%	n/a	Removed (5)
			Totals	3970	3970				916				

Estimated Hours Available For Audits = 3,860 which excludes 1,200 contract audit hours. (4 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:

(1) Audit hours were reallocated from unscheduled investigations to the 5 audit projects that were brought forward from FY2014.

(2) Audit project canceled since providing consulting for new cash receipting system the department is implementing. Project brought forward from FY 2014.

(3) Special request from management to assist with Pcard Departmental Review that was brought forward from FY 2014.

(4) Assisted another department with complaints received from phone call. The caller kept contacting the audit department.

(5) Planned project canceled to allocate the audit hours to another project that was requested or taking additional audit hours.

(6) There were not enough hours included in the original budget to perform surprise counts at each location. Additional budget hours will be allocated for this project in the next quarter.

Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
Required by Athletic Affiliations	R	AT	NCAA Student Assistance Fund	125	125	0	0%	125	0	0%	September 2014	Completed
Required by State Audit	F	IT	State Audit Follow-Up	175	175	0	0%	20	155	89%	July 2015	
	M	SS	Risk Assessment-Student Services	50	50	0	0%		50	100%	May 2015	
	M	PP	Risk Assessment-Physical Plant	50	50	0	0%		50	100%	May 2015	
	M	RS	Risk Assessment-Research	50	50	0	0%	10	40	80%	May 2015	
	P	IS	Quality Assessment Review	25	25	0	0%	15	10	40%	January 2015	
Brought forward	I	IS	Investigation 14-1002	100	100	0	0%	5	95	95%	August 2014	In Progress
	I	IS	Investigation 15-01	100	100	0	0%	75	25	25%	November 2014	In Progress
	I	IS	Investigation 14-1004	100	100	0	0%	0	100	100%		
	P	FM	Cash Counts	50	50	0	0%		50	100%	June 2015	
	I	FM	Unscheduled Investigations	200	200	0	0%	25	175	88%	TBD	
	C	FM	Consultation-Conflict of Interest	100	100	0	0%	50	50	50%	June 2015	In Progress
	C	IA	General Consultation	350	300	(50)	-14%	125	175	58%	June 2015	
Required by TBR	R	SS	CCTA Funding Formula-Completion	225	225	0	0%	165	60	27%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	250	250	0	0%	125	125	50%	December 2014	
1	A	IS	Evidence Room	200	200	0	0%		200	100%	November 2014	
2	A	IT	Disaster Recovery	225	225	0	0%		225	100%	February 2015	
3	A	FM	Payroll	200	100	(100)	-50%	1	100	100%	April 2015	
4	A	SS	Financial Aid	0	100	100	N/A	1	25	75%	April 2015	
Brought forward	R	IS	Human Resources	75	75	0	0%	25	50	67%	September 2014	In Progress
Brought forward	F	IT	State Audit Follow-Up FY 2013	25	25	0	0%	17	8	32%	July 2014	Completed
	C	RS	Consultation - Research	0	50	50	N/A	15	35	70%	June 2015	In Progress
			Totals	2675	2675			822				

Estimate-Hours Available For Audits = 2720 (2 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:

(1) Based upon two most recent State Audits, and other assessed risks, certain aspects of Financial Aid (Return to Title IV, Work-Study, and others) were increased in our risk assessment. We plan to reduce the planned scope of our Payroll procedures, if necessary.

Current			Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget		Actual Hours	Cumulative Actual Hours	Actual Vs. Budget		Estimated/Actual Completion Date	Current Status		
Rank	Type	Area				Percentage	Hours			Percentage	Hours				
Rank	Type	Area				Percentage	Hours			Percentage	Hours				
1T	A	AD	Risk Assessment-Review of Internal Controls-Risk Footprints-Advancement	350	125	125	-64%	(225)	Fn 4	124	124	-1%	-1	October 2014	Completed
1T	A	IT	Risk Assessment-Review of Internal Controls-Risk Footprints-Information Technology	350	350	475	0%	-			124	-100%	-350	May 2015	Scheduled
1T	A	RS	Risk Assessment-Review of Internal Controls-Risk Footprints-Research	400	185	660	-54%	(215)	Fn 4	175	299	-5%	-10	January 2015	In Progress
2	A	AX	Hotel Conference Center-Management Contract (Holiday Inn & Fogelman)	300	300	960	0%	-		41	340	-86%	-259	February 2015	In Progress
3T	A	FM	Data Analytics-Payroll & Accounts Payable (Continuous)	350	350	1310	0%	-		24	364	-93%	-326	June 2015	In Progress
3T	A	FM	Fixed Assets (Continuous)	330	330	1640	0%	-		130	494	-61%	-200	June 2015	In Progress
3T	A	FM	Procurement Cards (Continuous)	350	350	1990	0%	-		201	695	-43%	-149	June 2015	In Progress
4T	A	FM	International Travel	200	120	2110	-40%	(80)	Fn 4	115	810	-4%	-5	October 2014	Completed
4T	A	FM	Lambuth Campus	250	150	2260	-40%	(100)	Fn 7	60	870	-60%	-90	February 2015	In Progress
5	A	IT	Information Technology-Data Security-Mobile Devices (Laptop Encryption, etc)	300	0	2260	-100%	(300)	Fn 6		870	#DIV/0!	0		Canceled
6	A	IT	Information Technology-PCI Compliance (Credit Card Processing)	250	0	2260	-100%	(250)	Fn 6		870	#DIV/0!	0		Canceled
7	A	SS	Study Abroad Program & International Area	350	350	2610	0%	-			870	-100%	-350	March 2015	Scheduled
8	A	AT	Athletics Ticket Distribution - Compliance with TBR and UOM Policies	150	150	2760	0%	-			870	-100%	-150	May 2015	Scheduled
	S	FM	Government Relations	0	120	2880	100%	120	Fn 8	80	950	-33%	-40	December 2014	In Progress
	F	IT	Follow-up State IT Audit	0	250	3130	100%	250	Fn 5		950	-100%	-250	March 2015	Scheduled
	C	IS	General Consultation (includes attorney client projects)	300	400	3530	33%	100	Fn 1	122	1072	-70%	-278		In Progress
	C	IT	General Consultation - IT	400	600	4130	50%	200	Fn 2	355	1427	-41%	-245		In Progress
	F	FM	Follow-up FY14 Audits	100	100	4230	0%	-		85	1512	-15%	-15	May 2015	Scheduled
	F	FM	Follow-up State Audit Findings FY13	100	100	4330	0%	-		108	1620	8%	8	July 2014	Completed
	M	FM	Risk Assessment-Financial Management	80	80	4410	0%	-			1620	-100%	-80	May 2015	Scheduled
	P	FM	W2 Process-Returned Addresses (Mang Request)	80	80	4490	0%	-			1620	-100%	-80	June 2015	Scheduled
	R	FM	Inventory Observation for State Auditors (Mang Request)	80	80	4570	0%	-			1620	-100%	-80	June 2015	Scheduled
	R	FM	Cash Counts for State Auditors (Mang Request)	0	120	4690	100%	120	Fn 3	77	1697	-36%	-43	June 2015	In Progress
	R	IT	Information Technology-ACH (Bank Contract-NACHA)	80	80	4770	0%	-			1697	-100%	-80	May 2015	Scheduled
	R	SS	CCTA Funding Formula-Part 3	150	150	4920	0%	-			1697	-100%	-150	December 2014	Scheduled
	I	IS	Unscheduled Investigations	400	400	5320	0%	-		119	1816	-70%	-281		
	I	PP	15-001	0	20	5340	100%	20		16	1832	-20%	-4	Sept 2014	Completed
	I	PP	15-002	0	5	5345	100%	5		5	1837	0%	0	Sept 2014	Referred
	I	IA	15-003	0	45	5390	100%	45		40	1877	-11%	-5	Nov 2014	In Progress
	I	IS	15-004	0	5	5395	100%	5		5	1882	0%	0	Sept 2014	Referred
	I	IA	15-005	0	100	5495	100%	100		53	1935	-47%	-47	January 2015	In Progress

T-Tie

Footnotes:

- [1] Additional hours added to consultation per Management request.
 - [2] Additional hours added to IT consultation per Management request to provide assistance with current State IT audit.
 - [3] Cash count process added per Management request to assist State Auditors.
 - [4] Audit actual hours were lower than estimated. Hours allocated to other audits and projects requested by Management.
 - [5] Additional hours per Management request for follow-up to State IT audit.
 - [6] Audit canceled. Per Management request IT hours allocated to follow-up with State IT audit.
- These IT areas were partially covered by the state IT audit.
- [7] Scope reduced to allocate audit hours to other audits and projects per Management request.
 - [8] Special request from Management.

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	Cancelled
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Chattanooga State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
Required by TBR	F	FM	State Audit Follow-Up	30	30	0	0%	0	30	100%	June 2015	S
Required by TBR	R	SS	CCTA Funding Formula-Completion	40	40	0	0%	40	0	0%	July 2014	C
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	125	125	0	0%	0	125	100%	December 2014	S
Required by TBR	M	SS	Risk Assessment-Student Services	40	40	0	0%	0	40	100%	May 2015	S
Special Request	P	IS	Special Project - Electronic Workpapers (1)	0	50	50	100%	38	12	24%	January 2015	I
	R	FM	Year End Cash Counts and Inv FYE 2014	8	8	0	0%	7	1	13%	July 2014	C
	R	FM	Year End Cash Counts and Inv FYE 2015	22	22	0	0%	0	22	100%	June 2015	S
	I	IS	Unscheduled Investigations	80	80	0	0%	23	57	71%	TBD	I
	C	IS	General Consultation	50	50	0	0%	7	43	86%	June 2015	I
	F	IS	Follow-up Reviews	100	100	0	0%	0	100	100%	TBD	S
Management Request	S	PP	Police Department Compliant Review (1)	0	50	50	100%	3	47	94%	November 2014	I
Management Request	S	IT	NACHA Security Audit	85	85	0	0%	0	85	100%	March 2015	S
Management Request	C	IA	Continuing Education Business Processes - Staffing, Fees, Class Development (2)	120	120	0	0%	145	(25)	-21%	August 2014	C
Brought forward	A	AT	Athletic Eligibility (3)	50	50	0	0%	20	30	60%	December 2014	I
Brought forward	A	AT	Athletic Financial Aid (3)	15	15	0	0%	25	(10)	-67%	September 2014	C
Brought forward	A	IT	IT Disaster Recovery Plan Audit	20	20	0	0%	20	0	0%	July 2014	C
1	A	IS	Human Resources (4)	150	0	(150)	-100%	0	0	-100%	June 2015	R
2T	A	FM	Accounts Receivable	120	120	0	0%	0	120	100%	May 2015	S
2T	A	FM	Payroll	100	100	0	0%	0	100	100%	February 2015	S
3T	A	IS	Mail Services	80	80	0	0%	75	5	6%	October 2014	C
3T	A	FM	Shipping and Receiving	80	60	(20)	-25%	40	20	33%	November 2014	I
3T	A	FM	Bank Reconciliations (5)	0	70	70	100%	0	70	100%	February 2015	S
						0	#DIV/0!		0	#DIV/0!		
						0	#DIV/0!		0	#DIV/0!		
			Totals	1315	1315			443				

Estimate-Hours Available For Audits = 1315 (1 audit staff + .5 audit staff until August 31)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

(1) Projects added at TBR and Management Request.

(2) Complexity of issues and report increased time needed to complete project.

(3) Not Used.

(4) Audit postponed to FYE 2016 to allow for follow-up to current TBR review.

(5) Audit added to replace audit removed. See note 4.

Cleveland State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
	F	SS	Audit Follow-Up	30	30	0	0%		30	100%	September 2014	In progress
	M	SS	Risk Assessment-Student Services	45	45	0	0%		45	100%	May 2015	Scheduled
	M	IS	TCAT Risk Assessment-Enterprise-wide	30	30	0	0%		30	100%	February 2015	Scheduled
	P	IS	Quality Assessment Review	25	25	0	0%		25	100%	August 2014	Scheduled
	I	IS	Unscheduled Investigations	25	25	0	0%		25	100%	TBD	Scheduled
Special Request	S	SS	Title IV Compliance	200	200	0	0%	100	100	50%	November 2014	In progress
	C	IS	General Consultation	50	50	0	0%		50	100%	June 2015	Scheduled
Required by TBR	R	SS	CCTA Funding Formula-Completion	200	200	0	0%	150	50	25%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	200	0	0%		200	100%	December 2014	Scheduled
Required by 1st TN Ba	R	IS	Nacha Audit	125	125	0	0%		125	100%	May 2015	Scheduled
1T	A	FM	Cash Counts	100	0	(100)	-100%		0	0%	(1) October 2014	Removed
1T	A	FM	Maintenance/Tuition and Related Fees	175	175	0	0%		175	100%	September 2014	Scheduled
			Totals	1205	1105			250				

Estimate-Hours Available For Audits = 1140(1 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

(1) Significant increase in Administrative time because of office relocation, which resulted in a decrease in available audit time for the year.

Columbia State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget					Budget to Actual			Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Actual Hours	Hours	Percentage		
Brought Forward, Required by TBR	R	SS	CCTA Funding Formula-Completion	0	69	69	100%	(1)	69	0	0%	July 30, 2014	Completed
Required by Law	R	FM	CoSCC President Expenses FYE 6/30/14	170	218	48	28%	(2)	218	0	0%	October 28, 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	150	0	0%		0	150	100%	December 2014	Scheduled
Brought Forward	M	IS	CoSCC Risk Assessment FY2014	0	14	14	100%	(1)	14	0	0%	July 17, 2014	Completed
	M	IS	CoSCC Risk Assessment FY2015	40	40	0	0%		0	40	100%	May 2015	Scheduled
	M	IS	Hohenwald Risk Assessment	30	30	0	0%		0	30	100%	February 2015	Scheduled
	M	IS	Pulaski Risk Assessment	30	30	0	0%		0	30	100%	February 2015	Scheduled
	C	IS	General Consultation	180	49	(131)	-73%	(1)/2	3	46	94%	June 2015	Scheduled
			Totals	600	600				304				

Estimate-Hours Available For Audits = 600. MTSU Audit & Consulting Services is on contract for 600 hours of audit services as needed and/or requested.

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

(1) Audit hours were reallocated from general consultation to the 2 audit projects that were brought forward from FY2014.

(2) Audit hours were reallocated from general consultation to president expense. Additional time needed due to connectivity issues accessing the systems at CoSCC from MTSU.

Jackson State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status	
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage			
Required by TBR	R	SS	CCTA Funding Formula - Completion (2013 Data)	150	150	0	0%	Fn 1	99	51	34%	July 2014	C
Required by TBR	R	SS	CCTA Funding Formula - Transfers and Other	150	150	0	0%		10	140	93%	December 2014	I
Required by TBR	M	PP	JSCC Risk Assessment - Physical Plant	80	80	0	0%			80	100%	May 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Covington	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Crump	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Jackson	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - McKenzie	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Newbern	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Paris	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Ripley	25	25	0	0%			25	100%	February 2015	S
Required by TBR	M	IS	TCAT Risk Assessment - Whiteville	25	25	0	0%			25	100%	February 2015	S
Required by State Audit	R	FM	Year-end Bank Confirmations	30	30	0	0%			30	100%	May 2015	S
Brought forward	A	PP	Emergency Preparedness	150	150	0	0%	Fn 2	37.5	113	75%	August 2014	C
Brought forward	F	IT	Follow up Review - IT Governance	30	30	0	0%		25	5	17%	March 2015	C
Brought forward	F	IT	Follow up Review - Data Security	30	30	0	0%		25	5	17%	March 2015	I
Brought forward	F	IS	Follow up Review - Cash Receipting	30	30	0	0%		25	5	17%	March 2015	C
Consulting	C	IS	General Consultation	100	150	50	50%	Fn 3	103	47	31%	June 2015	S
1	A	SS	Financial Aid	250	250	0	0%			250	100%	June 2015	S
			Totals	1200	1250				324.5				

Estimate-Hours Available For Audits = 1200 (1 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

Fn 1- The CCTA Completion Audit began in 2013-14 and consisted of 90 hours plus 99 hours in 2014-15 for a total of 189 hours.

Fn 2- The Emergency Preparedness Audit began in 2013-14 and consisted of 85 hours plus 37.5 hours in 2014-15 for a total of 122.5 hours.

Fn 3- General consultation budget increased due to additional project review.

Motlow State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31, 2014

				Current Year Budget					Budget to Actual				
Rank	Type	Area	Audit	Original	Revised	Change Hours	Change Percentage	Actual Hours	Hours	Percentage	Completion Date Estimated / Actual	Current Status	
Brought Forward, Required by TBR	R	SS	CCTA Funding Formula-Completion	0	52	52	#DIV/0!	(1)	52	0	0%	July 29, 2014	Completed
Required by Law	R	FM	MSCC President Expenses FYE 6/30/14	150	150	0	0%	185	(35)	-23%	October 29, 2014	Completed	
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	150	0	0%	0	150	100%	December 2014	Scheduled	
	M	IS	MSCC Risk Assessment	40	40	0	0%	0	40	100%	May 2015	Scheduled	
	M	IS	McMinnville Risk Assessment	25	25	0	0%	0	25	100%	February 2015	Scheduled	
	M	IS	Murfreesboro Risk Assessment	25	25	0	0%	0	25	100%	February 2015	Scheduled	
	M	IS	Shelbyville Risk Assessment	25	25	0	0%	0	25	100%	February 2015	Scheduled	
Management Request	S	PP	Timekeeping Review (Facilities Dept.)	100	100	0	0%	0	100	100%	June 2015	Scheduled	
	C	IS	General Consultation	85	33	(52)	-61%	(1)	3	30	91%	June 2015	Scheduled
			Totals	600	600			240					

Estimate-Hours Available For Audits = 600. MTSU Audit & Consulting Services is on contract for 600 hours of audit services as needed and/or requested.

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:

(1) Audit hours were reallocated from general consultation to the audit project that was brought forward from FY2014.

Nashville State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
Required by TBR	R	FM	President's Expenses	150	150	0	0%	150	0	0%	October 2014	Completed
Required by TBR	F	FM	State Audit Follow-Up	100	100	0	0%	40	60	60%	January 2015	In Progress
Required by TBR	R	SS	CCTA Funding Formula-Completion	80	80	0	0%	80	0	0%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	150	0	0%	22.5	128	85%	December 2014	In Progress
Required by TBR	R	FM	Year End Work	22.5	22.5	0	0%	0	23	100%	June 2015	Scheduled
Required by TBR	P	IS	Quality Assessment Review - Follow-Up	40	0	(40)	-100%	Fn1	0	0%	FY2016	Removed
Risk Assessment	M	IS	Risk Assessment-Institutional Support	30	30	0	0%	0	30	100%	May 2015	Scheduled
Risk Assessment	M	IS	Risk Assessment-Information Technology	40	40	0	0%	0	40	100%	May 2015	Scheduled
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATD	25	25	0	0%	0	25	100%	February 2015	Scheduled
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATN	25	25	0	0%		25	100%	February 2015	Scheduled
VP Request	A	FM	Cash Counts at TCATs & Satellite Campuses	50	50	0	0%	20	30	60%	February 2015	In Progress
IT	A	FM	Disbursements	175	175	0	0%	0	175	100%	April 2015	Scheduled
2T	A	FM	Maintenance/Tuition and Related Fees	150	30	(120)	-80%	0	30	100%	May 2015	Scheduled
As Assigned	I	IS	Unscheduled Investigations	100	150	50	50%	Fn2	100	33%	TBD	In Progress
As Assigned	C	IS	General Consultation	75	65	(10)	-13%	0	65	100%	TBD	Scheduled
As Assigned	F	IS	Internal Audit Follow-Up	25	25	0	0%	0	25	100%	June 2015	Scheduled
	I	FM	NaSCC 14-01	0	100	100	100%	Fn2	80	20%	December 2015	In Progress
	I	FM	TBR 14-03	0	20	20	100%	Fn2	20	0%	December 2015	In Progress
			Totals	1237.5	1237.5			512.5	725			

Estimate-Hours Available For Audits = 2720 (2 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

Fn1 - The Quality Assurance Review is not a project due in 2015 and therefore removed from the audit plan.

Fn2 - Budgeted hours were moved from Unscheduled Investigations to specific investigations.

Pellissippi State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
Required	R	SS	Funding Formula-Completion (2013 Data)	40	40	0	0%	43	(3)	-8%	July 2014	C
Required	R	SS	Funding Formula-Transfers & Other	125	125	0	0%	0	125	100%	December 2014	S
Required	F	FM	Internal Audit Follow Ups	30	30	0	0%	0	30	100%	Continuous	
Required	M	SS	Risk Assessment-Student Services	30	30	0	0%	0	30	100%	April 2015	S
Required	M	IT	Risk Assessment - Information Technology	20	20	0	0%	0	20	100%	April 2015	S
Required	M	FM	Risk Assessment-Financial Management	20	20	0	0%	0	20	100%	May 2015	S
Required	F	FM	State Audit Follow-Up	40	20	(20)	-50%	0	20	100%	December 2014	S
Required	M	IS	TTC Risk Assessment-Enterprise-wide	20	20	0	0%	0	20	100%	February 2015	S
Required	R	FM	Chancellor's Expenses	125	100	(25)	-20%	98	2	2%	August 2014	C
Presidential Request	S	IA	Faculty Credentials	100	100	0	0%	9	91	91%	February 2015	I
Presidential Request	S	FM	First TN - NACHA Audit	100	80	(20)	-20%	67	13	16%	October 2014	C
Presidential Request	C	IA	Review of Compliance Assist	20	30	10	50%	7	23	77%	September 2014	S
Presidential Request	C	IT	Review of Security Administration Issues and other TBR Audit Issues	0	100	100	100%	86	14	14%	Continuous	
Presidential Request	C	IS	Review of ACA Issues	0	30	30	100%	14	16	53%	Continuous	
1T	A	FM	Disbursements	175	175	0	0%	0	175	100%	December 2014	S
1T	A	AD	Development (Foundation)	150	150	0	0%	0	150	100%	April 2015	S
2	A	IS	Financial Aid	200	200	0	0%	0	200	100%		S
			Totals	1195	1270			324				

Estimate-Hours Available For Audits = 1113 (a audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

S - Scheduled

I - In Progress

C - Completed

R - Removed

Footnotes:

(1) This audit is scheduled to start in FYE June 30, 2015, but will not be scheduled to be completed until the following fiscal year.

(2) This area was added to the audit plan after the college received the TBR IT audit. The college has asked me to be heavily involved in helping the college create an information security officer. Currently the CIO is designated as that individual but if funding is available the college would like to create a position that would have some reporting responsibility to internal audit. For this reason they have asked me to become involved in the process and I have been communicating with the chief information security officer at the University of Tennessee as well as consulting with Sword and Shield regarding this matter.

(3) This review was requested by the President after the initial audit plan was developed based upon questions from Academic Deans regarding the colleges rules related to adjunct faculty work loads.

Roane State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of 10-31-14

				Current Year Budget					Budget to Actual				
Rank	Type	Area	Audit	Original	Revised	Change Hours	Change Percentage	Actual Hours	Hours	Percentage	Completion Date Estimated / Actual	Current Status	
Required by TBR	M	SS	RSCC Risk Assessment - Student Services	15.00	15.00	0	0%	0.25	15	98%	May 2015	Scheduled	
Required by TBR	M	PP	RSCC Risk Assessment - Facility and Operations/Maintenance	15.00	15.00	0	0%	0.25	15	98%	May 2015	Scheduled	
Required by TBR	M	IA	RSCC Risk Assessment - Workforce Development	15.00	15.00	0	0%	0.25	15	98%	May 2015	Scheduled	
Required by TBR	M	IS	RSCC Risk Assessment-ERM update	7.50	7.50	0	0%	0.25	7	97%	May 2015	Scheduled	
Required by TBR	M	IS	TCAT OniedaRisk Assessment-Enterprise-wide/Control assessment	7.50	7.50	0	0%	0.25	7	97%	February 2015	Scheduled	
Required by TBR	M	IS	TCAT Crossville Risk Assessment-Enterprise-wide/Control assessment	7.50	7.50	0	0%	0.25	7	97%	February 2015	Scheduled	
Required by TBR	M	IS	TCAT Harriman Risk Assessment-Enterprise-wide/Control assessment	7.50	7.50	0	0%	0.25	7	97%	February 2015	Scheduled	
Required by TBR	M	IS	TCAT Jacksboro Risk Assessment-Enterprise-wide/Control assessment	7.50	7.50	0	0%	0.25	7	97%	February 2015	Scheduled	
Required by TBR	R	IS	Funding Formula - Other data review	200.00	200.00	0	0%	31.25	169	84%	December 2014	Scheduled	
Required by TBR	R	FM	Year End Cash Counts and inventories - 6-30-15	37.50	37.50	0	0%	0.25	37	99%	June 2015	Scheduled	
Required by TBR	F	FM	RSCC - Follow up on State Audit findings	-	-	0	0%	Fn1			September 2014	Removed	
Required by TBR	F	FM	RSCC Foundation - Follow up on State Audit findings	-	-	0	0%	Fn1			September 2014	Removed	
As needed	I	IS	Unscheduled Investigations	120.00	80.00	(40)	-33%	-	80	100%			
As needed	S	IS	Special requests	40.00	60.00	20	50%	57.50	3	4%			
Ongoing projects	P	IS	Projects	40.00	50.00	10	25%	18.50	32	63%			
As needed	C	IS	General consultation	40.00	50.00	10	25%	11.50	39	77%			
1	A	AD	RSCC - Foundation		163.00	163	100%	Fn2	31.50	132	81%	February 2015	Scheduled
2	A	FM	RSCC - Technology Access Fee	215.00	160.75	(54)	-25%	Fn3	0.25	161	100%	May 2015	Scheduled
Required by TBR	R	IS	Funding Formula - Completion Data		27.25	27	100%		27.25	0	0%	July, 2014	Completed
	A	FM	Grants and Sponsored programs		294.00	294	100%	Fn3	294.00	0	0%	November, 2014	In Progress
	A	FM	Purchasing(includes contracts)	215.00	-	(215)	-100%	Fn2		0	0%		Removed
	A	SS	Financial Aid	215.00		(215)	-100%	Fn3	0.25	(0)	0%		Removed
			Totals	1,205.00	1,205.00			474.25					

Estimate-Hours Available For Audits = 1205 (Audit Director ONLY)

T--Tie

TBD-To Be Determined

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:

Fn 1 State audit report did not include findings. Project no longer necessary.

Fn 2 Management requested the addition of the RSCC - Foundation audit and the removal of the Purchasing audit for this cycle.

Fn 3 Financial Aid project removed due additional time required for the completion of the Grants and Sponsored programs audit. Time re-allocated to the Foundation and TAF projects.

Southwest Tennessee Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status	
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage			
	S	AT	Athletic Comprehensive	165	0	(165)	-100%	Fn 1	0	0	0%	November 2014	Removed
	I	AT	Athletic-Work Study	40	40	0	0%	Fn 2	80	(40)	-100%	December 2014	In Progress
	F	FM	State Audit Follow Up	30	30	0	0%		10	20	67%	June 2015	In Progress
	M	IA	Risk Assessment-Instruction & Academic	22.5	22.5	0	0%		10	13	56%	June 2015	In Progress
	M	FM	Risk Assessment-Financial Management 1	22.5	22.5	0	0%		0	23	100%	June 2015	Scheduled
	M	FM	Risk Assessment-Financial Management 2	22.5	22.5	0	0%		0	23	100%	June 2015	Scheduled
	S	FM	Management Request-Cash control	165	165	0	0%		70	95	58%	June 2015	In Progress
	I	IS	Unscheduled Investigations	100	100	0	0%		0	100	100%	June 2015	Scheduled
	C	IS	General consultation	75	75	0	0%		0	75	100%	June 2015	Scheduled
Required by TBR	R	SS	CCTA Funding Formula-progression	150	150	0	0%		0	150	100%	March 2015	Scheduled
	S	FM	Cash Count	30	30	0	0%		0	30	100%	February 2015	Scheduled
	S	FM	Senior Staff leaving campus	0	83	83	100%	Fn 3	10	73	88%	June 2015	In Progress
	S	FM	Federal Perkins Loan Program	0	82	82	100%	Fn 3	0	82	100%	June 2015	Scheduled
			Totals	822.5	822.5				180				

Estimate-Hours Available For Audits = 2720 (2 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:	Functional Areas:	Status:
R - Required	AD - Advancement	Scheduled
A - Risk-Based (Assessed)	AT - Athletics	In Progress
S - Special Request	AX - Auxiliary	Completed
I - Investigation	FM - Financial Management	Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:

Fn 1 - This auditable area was identified by the former Director of Internal Audit, however, based on the new Director's discussion with management, it has been removed from the plan to allow hours to be available for other areas.

Fn 2 - This audit was expanded because of the issues noted during the initial review.

Fn 3- These audits have been added to the plan at the request of management.

Volunteer State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised October 31, 2014

Current	Rank	Type	Area	Audit	Previously	Current Budget Hours	Cumulative Budget Hours	Change in Budget		Actual Hours	Cumulative Actual Hours	Actual Vs. Budget		Estimated/Actual Completion Date	Current Status
					Reported Budget Hours			Percentage	Hours			Percentage	Hours		
Required by TBR	R	SS		CCTA Funding Formula-Completion	150	150	150	0%	-	130	130	-13%	-20	August 2014	C
Required by TBR	R	SS		CCTA Funding Formula-Transfers & Other	150	150	300	0%	-	0	130	-100%	-150	December 2014	S
Required by TCA	R	FM		President's Expenses - STCC	150	190	490	27%	40	Fn 1	188.5	-1%	-1.5	October 2014	C
Required by TBR	M	IS		Risk Assessment - Volunteer State	75	75	565	0%	-	0	318.5	0%	-75	May 2015	S
Required by TBR	M	IS		TCAT Risk Assessment	15	15	580	0%	-	0	318.5	-100%	-15	February 2015	S
Follow-up Review	F	IS		Follow-up Activities	75	75	655	0%	-	13	331.5	-83%	-62	June 2015	I
Investigation	I	IS		Unscheduled Investigations	100	100	755	0%	-	0	331.5	-100%	-100	June 2015	S
Consultation	C	IS		General Consultation	100	100	855	0%	-	108	439.5	8%	8	June 2015	I
Project	P	FM		Periodic Procord Review	100	100	955	0%	-	0	439.5	-100%	-100	June 2015	S
Special Request	S	IA		Credentials	150	150	1105	0%	-	0	439.5	-100%	-150	February 2015	I
Special Request	S	FM		State Audit Year-End Procedures	15	15	1120	0%	-	12.5	452	-17%	-2.5	July 2014	C

Estimate-Hours Available For Audits = 972.5 (1 audit staff)

T-Tie

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status

C - Completed

I - In Progress

S - Scheduled, not Started

R - Removed

Footnotes:

(1) The Southwest President's Expense budget was increased by 40 hours based on actual hours. It was the first audit conducted for Southwest and required additional analysis during the wrap-up. The audit was completed in October 2014.

Walters State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015

				Current Year Budget					Budget to Actual				
Rank	Type	Area	Audit	Original	Revised	Change Hours	Change Percentage	Actual Hours	Hours	Percentage		Completion Date Estimated / Actual	Current Status
	F	FM	State Audit Follow-Up	30	100	70	233%	70	30	30%		April 2015	In Progress
	R	FM	Inventory Observations	0	16	16	100%	16	0	0%		August 2014	Completed
	R	FM	Cash Counts	0	8	8	100%	8	0	0%		August 2014	Completed
	R	FM	Confirmation Requests	0	4	4	100%	4	0	0%		August 2014	Completed
	M	FM	Risk Assessment-Financial Management	20	20	0	0%	0	20	100%		May 2015	Scheduled
	M	SS	Risk Assessment-Student Affairs	20	20	0	0%	0	20	100%		May 2015	Scheduled
	M	IA	Risk Assessment-Academic Affairs	20	20	0	0%	0	20	100%		May 2015	Scheduled
	M	IS	Risk Assessment-Center for Workforce Development	20	20	0	0%	0	20	100%		May 2015	Scheduled
	M	IS	TCAT Risk Assessment-Enterprise-wide	25	25	0	0%	0	25	100%		February 2015	Scheduled
	P	IS	Quality Assessment Review	25	0	(25)	-100%	Fn 1	0	0%		August 2014	Removed
	I	IS	Unscheduled Investigations	80	105	25	31%	Fn 2	80	25	24%	TBD	In Progress
	C	IS	General Consultation	80	80	0	0%	50	30	38%		June 2015	In Progress
Required by TBR	R	SS	CCTA Funding Formula-Completion	40	40	0	0%	50	(10)	-25%		July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	150	0	0%	25	125	83%		December 2014	In Progress
Required	R	FM	NACHA Compliance Audit	60	60	0	0%	30	30	50%		November 2014	In Progress
Required	R	IT	IT Governance Review	65	65	0	0%	30	35	54%		November 2014	In Progress
1T	A	IT	Cloud Computing	200	172	(28)	-14%	40	132	77%		March 2015	In Progress
Brought forward	A	FM	PCI-DSS	120	120	0	0%	0	120	100%		June 2015	Scheduled
Brought forward	A	FM	Contracts	120	120	0	0%	0	120	100%		June 2015	Scheduled
3	A	FM	Accounts Receivable	147	77	(70)	-48%	Fn3	0	77	100%	June 2015	Scheduled
			Totals	1222	1222			403					

Estimate-Hours Available For Audits = 1222 (1 audit staff)

T-Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

1. An internal audit activity must obtain an external assessment at least every five years by an independent reviewer or review team to maintain conformance with the IIA Standards. Since the equivalent self-assessment with independent validation (Quality Assessment Review or QAR) was last performed in 2012, the next QAR will be performed in 2017.

2. Since Unsheduled Investigations are unpredictable, additional time was budgeted to compensthe for the already completed investigation.

3. Hours budgeted for the Accounts Receivable audit were reduced in response to the previously-unanticipated hours now required for the State Audit Follow-Up.

Tennessee Board of Regents - System Office

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31, 2014

				Current Year Budget					Budget to Actual				
Rank	Type	Area	Audit	Original	Revised	Change Hours	Change Percentage	Actual Hours	Hours	Percentage		Completion Date Estimated / Actual	Current Status
Required	R	FM	President's Expense (ChSCC)	150	225	75	50%	Fn 4	100	125	56%	November 2014	I
Required	R	FM	Presdient's Expense (CISCC)	0	150	150	100%	Fn 2	0	150	100%	December 2014	S
Required	R	SS	DSCC-CCTA Funding Formula-Completion (2013 Data)	105	50	(55)	-52%	Fn 3	45	5	10%	July 25, 2014	C
Required	R	SS	STCC-CCTA Funding Formula-Completion (2013 Data)	65	25	(40)	-62%	Fn 3	20	5	20%	July 25, 2014	C
Required	R	SS	DSCC-CCTA Funding Formula-Transfers & Other	150	150	0	0%	0	150	100%		December 2014	S
Required	R	SS	NeSCC-CCTA Funding Formula-Transfers & Other	150	150	0	0%	0	150	100%		December 2014	S
Required	F	IA	State Audit Performance Follow-Up	40	40	0	0%	0	40	100%		July 15, 2014	C
Required	F	FM	State Audit Follow up FY2012 and FY2013	40	5	(35)	-88%	Fn 3	5	0	0%	February 2015	S
Required	F	SS	Follow-Up (Fn 1)	160	160	0	0%	0	160	100%		TBD	S
Required	M	SS	Risk Assessment	10	10	0	0%	0	10	100%		May 2015	S
	C	SS	General Consultation	75	75	0	0%	83	(8)	-11%		June 2015	I
	S	IS	Electronic Working Papers	0	150	150	100%	Fn 5	42	108	72%	February 2015	I
1	A	PP	Facilities	150	0	(150)	-100%	Fn 2	0	0	0%	N/A	S
			Totals	1095	1190	95		295					

Estimate-Hours Available For Audits = 1,085 (1 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

FN 1- The follow ups to be completed in FY2015 are related to CCTA Completion, CCTA Progression, TFLI, and Travel Claims.

Fn 2- The CISCC President's Expense and the Electronic Working Paper project has been added to the plan and ChSCC President Expense time budget has been increased due to expanded scope. For these reasons, it appears unlikely a review of Facilities will be completed in FY2015.

Fn 3 - This audit was started in FY2014 and not as many hours were necessary to finish the audit as anticipated.

Fn 4 - The audit of the ChSCC President's expense also included time spent on a related investigation. The Assistant Director for SWIA has spent 200 hours on that investigation, and those hours are reflected in the Investigations Revised Audit Plan. Additionally, the Assistant Director has spent 22 hours on TCAT related audit and this time is reflected on the TCAT Revised Audit Plan. With these additional hours, the Assistant Director has 517 audit hours so far for FY2015.

Fn 5 - This project has been added since the original audit plan was submitted.

Note: The audit universe identified for the system office includes an additional 23 programs, departments,

Tennessee Board of Regents - System-wide Internal Audit

Investigation Plan

Fiscal Year Ended June 30, 2015

Revised as of October 31, 2014

Rank	Type	Area	Audit	Current Year Budget				Actual Hours	Budget to Actual		Completion Date Estimated / Actual	Current Status
				Original	Revised	Change Hours	Change Percentage		Hours	Percentage		
Investigation	P	IS	INVESTIGATION MANAGEMENT	160	160	0	0%	48	112	70%	Ongoing	
Investigation	C	IS	CAMPUS CONSULTATION	160	160	0	0%	42	118	74%	Ongoing	
Investigation (1)	I	FM	TBR 10-08		40	40	100%			0%	November 2014	/
Investigation (1)	I	FM	TBR 12-04		40	40	100%			0%	November 2014	/
Investigation (1)	I	FM	TBR 13-02		40	40	100%			0%	November 2014	/
Investigation (1)	I	IS	TBR 13-03		20	20	100%	17.5	3	13%	TBD	/
Investigation (1)	I	FM	TBR 14-03		20	20	100%	0	20	100%	TBD	/
Investigation (1)	I	IA	TBR 14-04	20	20	0	0%	0	20	100%	TBD	/
Investigation (1)	I	FM	TBR 14-06		4	4	100%	4	0	0%	7/17/2014	C
Investigation (1)	I	FM	TBR 14-12	20	20	0	0%	7.5	13	63%	7/17/2014	C
Investigation (1)	I	FM	TBR 14-15	40	40	0	0%	0	40	100%	TBD	/
Investigation (1)	I	IS	TBR 14-17		40	40	100%	0	40	100%	TBD	/
Investigation (1)	I	FM	TBR 14-19	40	500	460	1150%	436.5	64	13%	November 2014	/
Investigation (1)	I	IS	TBR 14-20		40	40	100%	0	40	100%	TBD	/
Investigation (1)	I	IS	TBR 14-21		40	40	100%	0	40	100%	TBD	/
Investigation	I	FM	TBR 15-01		40	40	100%	1.5	39	96%	TBD	/
Investigation	I	SS	TBR 15-02		5	5	100%	1.5	4	70%	9/2/2014	C
Investigation	I	FM	TBR 15-03		40	40	100%	0	40	100%	TBD	/
	I	FM	Unscheduled Investigations	800	-29	(829)	-104%		(29)	100%	June 2015	
			Totals	1240	1240			558.5				

Estimate-Hours Available For Audits = 1240 (1 audit staff)

T--Tie

TBD-To Be Determined

Audit Types:

R - Required

A - Risk-Based (Assessed)

S - Special Request

I - Investigation

P - Project (Ongoing or Recurring)

M - Management's Risk Assessment

C - Consultation

F - Follow-up Review

Functional Areas:

AD - Advancement

AT - Athletics

AX - Auxiliary

FM - Financial Management

IA - Instruction & Academic Support

IS - Institutional Support

IT - Information Technology

PP - Physical Plant

RS - Research

SS - Student Services

Status:

Scheduled

In Progress

Completed

Removed

Footnotes:

(1) Brought forward from prior year.

REPORT OF THE AD HOC COMMITTEE ON COMMITTEES MEETING

November 25, 2014

The Ad Hoc Committee on Committees met on November 25, 2014 at the Tennessee Board of Regents System office in Nashville, Tennessee.

After her opening remarks, Vice Chair Reynolds called on Regent Varlan to review the charter for the Committee on Workforce Development, formerly known as the Committee on Tennessee Colleges of Applied Technology. Regent Varlan stated that the proposed name change of the Committee on Tennessee Colleges of Applied Technology to the Committee on Workforce Development represents a greater focus on workforce development initiatives. The focus is system-wide and includes the work of the colleges of applied technology, the community colleges and the universities. She stated that this new focus and responsibility will not only provide reports on the workforce development initiatives of the Board of Regents institutions, but also the metrics to measure the outcomes.

During the discussion, Vice Chancellor King requested a ministerial change to reflect the “colleges of applied technology” rather than “technical colleges” that was in the presented draft. Regent Varlan moved to approve the charter for the

Committee on Workforce Development. Regent Stites provided a second. The motion passed. The proposed charter is shown below:

The Committee on Workforce Development is responsible for the oversight of the workforce initiatives at the six universities, 13 community colleges, and 27 colleges of applied technology ensuring our institutions are meeting the workforce training needs of Tennessee's employers and citizens.

The committee will:

- 1. Provide oversight and make recommendations to the Tennessee Board of Regents relative to programmatic decisions including the approval of new academic programs, program credentials, modifications or terminations of academic workforce offerings.*
- 2. Ensure that workforce programs align with the needs of business and industry.*
- 3. Ensure that workforce programs enrich, strengthen and support Tennessee citizens, the State of Tennessee's Drive to 55 and economic development goals.*
- 4. Review productivity and performance of academic and non-credit workforce programs annually and provide a report to the Tennessee Board of Regents.*
- 5. Provide recommendations to the Tennessee Board of Regents for creation of or revisions to policies and guidelines related to workforce entities within the TBR system's institutions.*
- 6. Encourage and recognize excellence in workforce partnerships and students' successes.*

The proposed charter for the Committee on Workforce Development will now be inserted in the Bylaws under Section VII. M. 1.d (formerly Committee on Tennessee Colleges of Applied Technology). The revised Bylaws will be sent to the full Board for approval at its December 11, 2014 quarterly meeting.

Vice Chair Reynolds requested that the next agenda item, Section VII.L – Student and Faculty Committee Representatives (non-voting members) be tabled for another meeting. There was no objection and this item will be placed on the agenda for future discussion.

No further business was brought before the Committee and the meeting was adjourned.

Respectfully submitted,

AD HOC COMMITTEE ON
COMMITTEES

Emily J. Reynolds, Chair



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting

SUBJECT: Report of the Regents Award for Excellence in Philanthropy

DATE: December 11, 2014

PRESENTER: Regent Fran Marcum

ACTION REQUIRED: None - Information Purposes Only

STAFF RECOMMENDATION: Not Applicable

West Tennessee Healthcare Vice President and Chief Operating Officer James Ross accepted the prestigious Regents Award for Excellence in Philanthropy on behalf of Dyersburg State Community College, May 10, 2014. In the photo below are: Vice President James Ross and Regent John Farris.

Recipients of the Regents award for Excellence in Philanthropy are selected due to their generosity of time and resources, influence on volunteers to become involved in fund raising, active promotion of the importance of higher education, leadership in philanthropy, exceptional civic responsibility and integrity.





TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting

SUBJECT: Approval of 2015-2025 Strategic Plan

DATE: December 11, 2014

PRESENTER: Chancellor John G. Morgan and Vice Chancellor Tristan Denley

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

Chancellor John G. Morgan and Vice Chancellor Tristan Denley will present a proposed narrative for the 2015-2025 System Strategic Plan. This narrative is intended to express a shared vision to guide system progress in areas of Access, Student Success Quality and Resourcefulness and Efficiency.

Strategic Plan Key Priorities 2015 – 2025

ACCESS

To fulfill its mission of service and outreach to all Tennesseans, the Tennessee Board of Regents System strives to increase the number and diversity of students it serves. The TBR System will broaden opportunities for those who wish to develop their professional skills, enrich their lives and engage in the workforce of the future. It will engage those who have been historically underrepresented and underserved in their pursuit of post-secondary credentials at all levels. The TBR System will seek to ensure that every prospective student has the opportunity to enroll in its universities, community colleges or colleges of applied technology.

To meet the capacity requirements of this growing number of award-seeking students, TBR institutions will optimize gateways to higher learning through the effective use of technology, the promotion of learning partnerships within TBR and across the state, and the development of campus sites.

STUDENT SUCCESS

Increasing the number of citizens with diplomas, certificates, degrees and graduate and professional qualifications is a critical focus area for the TBR System and the state. Fostering student persistence to completion enhances the growth of existing businesses, the ability to attract high paying industries, the enrichment of strong communities and the future quality of life for each student. The TBR System will structure credential and degree programs so that students may successfully graduate in a timely and cost-effective manner. TBR will build and nurture partnerships with Tennessee secondary schools to enhance student preparedness and early college credit opportunities. The TBR System will focus on student persistence through intrusive personal advisement and technology-based architected choice systems that lead to an experience of community and inclusion. Undergraduate and graduate students will be provided with guided research and real world learning opportunities. By aligning degree pathways within and between TBR institutions as well as awarding credit for life experience, the time to degree will be accelerated for all learners, especially returning students and those seeking advanced degrees. To further foster student success, the TBR System will explore, develop and apply new technologies and technology-based delivery methods to enhance teaching, learning, research, service and student achievement.

Strategic Plan Key Priorities 2015 – 2025

QUALITY

To achieve excellence in all areas of our collective mission, the TBR System must provide high quality academic programs, faculty, services and facilities at all levels. The TBR System will sustain academic rigor and be committed to continuous quality improvement processes to help students acquire and retain the knowledge, skills and abilities they need to become creative employees, dynamic leaders and conscientious citizens. Recognizing the quality expectations of a global marketplace and society, TBR System institutions, their faculty and their students will cultivate forward-looking research, explore creative expression in the arts and engage in public service activities that aspire to world-class standards.

The quality of academic programs will be measured by student performance and assessment as well as accreditation and formal review procedures. Quality assurance will be sustained through ongoing professional growth opportunities, integrated institutional effectiveness activities, and regular satisfaction responses from TBR graduates and employers. Together these processes will promote initiatives for continuous quality improvement of learning objectives, teaching and assessment of student achievement.

RESOURCEFULNESS & EFFICIENCY

The Tennessee Board of Regents Systems seeks to achieve its mission through innovation and judicious use of resources. The Tennessee state government has placed higher education in the spotlight through the Complete College Tennessee Act, the TNPromise Act and the governor's Drive to 55 agenda. The TBR seeks to elevate the priority of higher education so that there will be full support of the funding formula and increases in state appropriations. TBR institutions will seek to identify alternate revenue enhancements and efficiently use their resources in order to sustain quality and provide access for a growing number of students.

The TBR System and its institutions are committed to continuously identifying additional financial resources through alumni giving, endowments, foundations and private fund-raising. Other external sources such as federal, state, and local governments plus business and community partnerships will also be targeted to provide further financial support for operations, research, equipment and construction.

Priority Strategies such as the community college statewide marketing effort, the community college business process model, the TCAT capacity project and the systemwide common data repository initiative all promote cost-effectiveness and proficiency. As such, the TBR System is dedicated to improving operational efficiencies such as those, which are key elements of its completion initiative.



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting
SUBJECT: Revision of TBR Bylaws
DATE: December 11, 2014
PRESENTER: General Counsel Mary G. Moody
ACTION REQUIRED: Roll Call Vote
STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

In accordance with Article XII of the Board bylaws, The Board was given notice of the intent to bring changes to its Bylaws before the Board at the September 26, 2014 quarterly meeting.

The proposed revision to Section VII. M. 1. d. changes the name of the Committee on Tennessee Colleges of Applied Technology to the Committee on Workforce Development, and sets out the duties of the newly renamed committee.

A copy of the Bylaws with the proposed revision is included for your review.

TBR Bylaws: 1

Policy/Guideline Area

Resource Documents

Applicable Divisions

TCATs, Community Colleges, Universities, System Office, Board Members

Purpose

The purpose of the Bylaws is to establish the purpose and operation of the Tennessee Board of Regents.

Policy/Guideline

I. Name, Charter, and Purpose

- A. Name: The name of the system established by T.C.A. § 49-8-101 is The State University and Community College System of Tennessee.
- B. Charter: The charter consists of the Acts of the General Assembly of the State of Tennessee codified at T.C.A. § 49-8-101 et seq. and T.C.A. § 49-11-401, et seq.
- C. Purpose: The purpose of the Board of Regents shall be:
 1. To establish, govern, manage, and control the Tennessee State University and Community College System that is comprised of the universities, community colleges, and colleges of applied technology designated in T.C.A. § 49-8-101(a). The Board of Regents views itself as the responsible agency for the purposes and proposals of the System subject only to legislative mandated review.
 2. To develop a system organization that will provide coordination of the system of institutions, while at the same time preserving the unique qualities, integrity, and regional and community relationships of each of the institutions.
 3. To provide essential centralized services and uniform procedures which will increase the individual effectiveness and improve operations of each of the institutions of the System.

4. To increase the ability of the institutions and the System to compete and account for state appropriations, while providing more efficient utilization of state resources provided for their support.
5. To assure more effective lay and public direction and System policy guidance thus preserving citizens' control of postsecondary education in Tennessee.

II. Elements of the State University and Community College System

- A. The elements of the System shall be the institutions, the Board of Regents, and the Chancellor.

III. Members

A. Members

1. The composition of the membership of the Board, the terms of office, and the conditions of membership are as provided in T.C.A. § 49-8-201 through 49-8-204, as amended, and are incorporated by reference into these bylaws as if fully set forth herein, including all future amendments thereto.

B. Power of Members

1. Individual members of the Board enjoy equal right with all other members:
 - a. the right to vote,
 - b. the right to participate fully in all considerations before the Board,
 - c. the right to enter motions and to submit recommendations, and
 - d. all rights and privileges afforded the Board by law and regulation when sitting in deliberative session.
2. As individuals when not participating in meetings of the Board or any of its duly constituted committees, members enjoy the same rights and privileges of any citizen of the State of Tennessee as pertains to the governance, control, and management of institutions under the Board.
3. As individuals, members shall not speak for the Board unless so specifically authorized by the Board.

C. Responsibilities of Members

1. When participating in meetings of the Board or its duly constituted committees, members are responsible for the entire System.
2. They are responsible for representing the entire System without regard for any congressional district or area of the State or for any individual institution within the State.
3. Members are enjoined from espousing the cause of any one institution over the interests of others or the System as a whole.

D. Expenses of Members

1. Board business-related and travel expenses, including lodging and meals encountered in connection with meetings of the Board or duly constituted committees thereof shall be reimbursable at rates established by Board policy in accordance with Tennessee State Regulations for Travel.

E. Minority Views

1. Upon announcement of any vote of a meeting of the Board or one of its duly constituted committees, a member holding a minority view may request his or her view by made a matter of record.
2. Such minority view shall be submitted in writing to the Secretary.

IV. Meetings of the Board

A. Regular Meetings

1. The Board shall hold at least one (1) stated meeting annually on a day or days determined by the board from year to year and at called meetings that may be necessary, to be called by the secretary, giving at least five (5) days' notice to the board members, but the board may adjourn the stated or called meetings to any date that it may set for adjournment.

B. Special Meetings

1. Special meetings of the Board of Regents may be called for any purpose by the Chairman by request in writing to the Secretary, or by the Secretary upon written request from four other members of the Board.
2. The requests shall state the purpose of the proposed meeting.

3. Business transacted at all special meetings shall be confined to the objects stated in the call.

C. Location

1. The Secretary shall issue each calendar year the regular meetings of the year and their locations as well as those special meetings as may be known.
2. It shall be the purpose of the Board to meet as feasible at the campus of each institution of the System.

D. Notice

1. The Secretary shall give each member of the Board at least five days' written notice of a regular or of special meetings of the Board.
2. The Secretary, upon advice from the Chancellor and Board, shall prepare an annotated agenda to accompany each notice of a regular or special meeting of the Board.
3. The notice shall be mailed to the address appearing on the Secretary's records.
4. Emergency meetings may be called by telephone or telegraph notification with the understanding that similar notices are provided all members.
5. Public notice of all meetings shall be furnished the news media.

E. Quorum

1. At all meetings of the Board of Regents, nine voting members shall constitute a quorum for the transaction of business.
2. The action of a majority of the voting members of the Board present at any meeting shall be the action of the Board, except as may be otherwise provided by these Bylaws.

F. Order of Business

1. The following shall be the order of business at each regular meeting of the Board, but the rules of order may be suspended by the Board:
 - a. Roll call.
 - b. Consideration of minutes of last regular meeting and of special meetings held subsequently and their approval or amendment.
 - c. Consideration of interim Board actions taken by the Chancellor.

- d. Reports of committees.
- e. Reports of the Chancellor.
- f. Reports of Presidents and Directors.
- g. Unfinished business.
- h. New business.

G. Procedures

1. Any member of the Board may be represented at a meeting of the Board, but cannot under any conditions register a vote by proxy.
2. When a member identifies a conflict of interest in connection with a vote on a matter before the Board, he or she should withhold his or her vote. Such matter shall not be made a matter of record except by express request of the member.
3. Record votes shall be called for on all motions or resolutions presented to the Board providing for: the allocation or expenditure of funds; creation of any financial liability against any institution, school, or agency of the System; any revision of the Bylaws, the adoption of a new Bylaw or the appeal of an existing Bylaw; and the documentation of any transaction as may be required or deemed desirable in the judgment of the Chairman. Upon demand of any member present, a record vote may be called for on any matter before announcement of a vote previously taken. A record vote shall require a majority of the entire voting membership of the Board for passing.
4. A motion to reconsider shall be made by a member who voted on the prevailing side and must be made at the same meeting.

H. Adjourned Meetings

1. The Board may adjourn any regular or special meeting to any date it may set.
2. If a quorum is not present, any regular or special meeting may be adjourned by the members attending until a quorum shall be present.

I. Joint Meetings

1. From time to time, the Board may find it appropriate to meet jointly with some other board or body.

2. In such meetings, the Board shall retain its constituted integrity as established under law and in accordance with these Bylaws.

J. Minutes

1. Minutes shall be taken at each meeting of the Board and shall provide a permanent record of such meeting.
2. Minutes need not be a verbatim record of a meeting but should provide adequate basis upon which implementing actions may be taken or permanent policies be extracted therefrom.
3. Minutes of each regular meeting and of subsequent special meetings shall be circulated for consideration of the members prior to the next regular meeting at which time they shall be approved as attested to by the Vice Chairman and the Secretary of the Board.

V. Office of the Board of Regents

- A. The office of the Board and of the Chancellor of the State University and Community College System and his or her staff shall be located in Nashville, Tennessee. (T.C.A. § 49-8-202)

VI. Duties of the Board

- A. The Board of Regents shall be responsible for the operation of the State University and Community College System of Tennessee as provided by the laws of the State of Tennessee. The Board shall be responsible for the government, management, and control of the system.
- B. The Board is empowered:
 1. To employ the Chancellor, define his or her duties, and within budgetary limitations, fix his or her compensation.
 2. To select and employ presidents of the institutions and to set their salaries and terms of office.
 3. To confirm or establish policies and procedures for the appointment of administrative personnel, faculty, and other employees of each institution and fix their salaries and terms of office.
 4. To prescribe curricula and requirements for diplomas and degrees.

5. To approve the operating and capital budgets of each institution and otherwise set policies for their fiscal affairs.
 6. To establish policies and regulations regarding the campus life of the institutions, including, but not limited to the conduct of students, student housing, parking, and safety.
 7. To assume general responsibility for the operations of the institutions, delegating to the presidents and directors such powers and duties as are necessary and appropriate for the efficient administration of their respective institutions and their programs.
 8. To receive donations of money, securities, and property from any source on behalf of the institutions of the System which gifts shall be used in accordance with the conditions set by the donor.
 9. To purchase land subject to the terms and conditions of state regulations, to condemn land, to erect buildings and equip them for the institutions subject to the terms and conditions of legislative appropriations.
 10. To be vested with title to property transferred from the State Board of Education and to property donated or purchased subsequent thereto.
 11. The Board shall have such other powers not otherwise prescribed by law, as are necessary to carry out its duties. (T.C.A. § 49-8-02 and § 49-8-203)
- C. In fulfilling its responsibilities for the governance of the System, the Board shall perform continuous review and evaluation of its purposes, duties, Bylaws, policies and operations, and shall affect such changes necessary to ensure effectiveness and responsiveness to the needs of the System and the State.

VII. Committees of the Board

- A. The Board of Regents as a whole shall be responsible for the operation of the State University and Community College System.
- B. The Board may organize standing and special committees as necessary to carry out its governance, control, and management functions.

- C. The Committees of the Board shall make studies of the problems in the fields assigned to them and advise the Board as to what, if any, changes of policy should be made.
- D. Each of the standing committees shall keep informed with respect to the manner in which the policies of the Board are being administered in its field. Committees may be authorized to act on behalf of the Board.
- E. All Board members may participate in committee deliberations; however, each standing committee shall consist of not less than three and not more than seven Board members.
- F. A majority of the members of a committee shall constitute a quorum for the transaction of business. In the absence of a quorum, a committee may convene for the purpose of receiving information. If a committee convenes in the absence of a quorum and a quorum is later established, the committee may then transact business.
- G. The Board of Regents may authorize special committees with whatever membership is desired by the Board.
- H. Each standing or special committee shall report to the Board periodically or at the request of the Chairman of the Board.
- I. The Chairman of the Board shall be an ex officio member of all committees with the authority to vote. In the absence of the Chairman, the Vice-Chairman shall be an ex officio member of all committees with the authority to vote.
- J. The Chancellor and Secretary shall be ex officio members of all committees without the authority to vote.
- K. The Executive Director of the Tennessee Higher Education Commission may serve as a member of any committee without the authority to vote.
- L. The Chancellor shall appoint students and faculty from System institutions to serve as ex officio non-voting members of each standing committee.
- M. Standing Committees
 - 1. There shall be the following standing committees:
 - a. Committee on Finance and Business Operations

- (1) The Committee on Finance and Business Operations shall make recommendations to the Board regarding the fiscal policies to be followed in the conduct of the System.
- (2) The Committee shall receive and review the recommendations of the Chancellor concerning appropriation requests, allocations, budgets and budget revisions for each of the institutions in the State University and Community College System and for the office of the Board, and shall make its recommendations to the Board.
- (3) The report of the Committee to the Board shall include in written form the itemized deletions, additions, or other changes in the submitted budget requests of each institution.
- (4) The Committee shall also make recommendations to the Board as to needs for additional buildings and land for the campuses, repair and renovation of buildings, maintenance of campuses, and adequate insurance coverage of buildings and contents.
- (5) It shall coordinate the preparation of the capital outlay budget and capital outlay appropriations.
- (6) It shall study and submit recommendations affecting investments or reinvestments of trust funds and shall advise the Board regarding such funds.
- (7) The Committee shall submit recommendations on System-wide policies and procedures on procurement and purchasing.
- (8) This committee shall have such other duties as may be authorized by the Board.
- (9) The Treasurer shall serve as a member of this committee only without the authority to vote.

b. Committee on Academic Policies and Programs and Student Life

- (1) The Committee shall review and make recommendations to the Board concerning all proposals for new academic programs and degrees, revisions or discontinuations of existing programs, the adoption of our changes in admission

and retention standards, and the establishment, reorganization or elimination of academic departments, divisions, branch operations and extension services, and other academic units.

- (2) The Committee shall be responsible for reviewing the level of productivity of existing programs, and when appropriate to recommend the discontinuance of non-productive programs.
- (3) The Committee shall make appropriate recommendations concerning studies and policies relating to academic matters.
- (4) The Committee on shall also make recommendations to the Board regarding campus life of the institutions.
- (5) It shall receive and review the Chancellor's reports of proposed policies and regulations concerning student affairs including, but not limited to, the conduct of students, discipline, student housing, parking, safety and special activities of students of the institutions under control of the Board.

c. **Committee on Personnel and Compensation**

- (1) The Committee on Personnel shall make recommendations to the Board regarding retirement, tenure, promotion, evaluation and other personnel matters regarding personnel involved in the various institutions governed by the Board.
- (2) The Committee shall make appropriate recommendations concerning policy and procedures relating to personnel matters and review the recommendations from the Chancellor relative to the annual review of personnel requests from the institutions.
- (3) The committee shall also review compensation matters of the institutions and System Office personnel that require Board approval and make recommendations to the Board regarding these matters.
- (4) The Committee shall have the power to act for the full Board in compensation matters when waiting for the next scheduled Board meeting is not desirable.

d. **Committee on Workforce Development**

(1) The Committee on Workforce Development is responsible for the oversight of the workforce initiatives at the six universities, 13 community colleges, and 27 colleges of applied technology, ensuring our institutions are meeting the workforce training needs of Tennessee's employers and citizens.

(2) The committee will:

(a) Provide oversight and make recommendations to the Tennessee Board of Regents relative to programmatic decisions including the approval of new academic programs, program credentials, modifications or terminations of academic workforce offerings.

(b) Ensure that workforce programs align with the needs of business and industry.

(c) Ensure that workforce programs enrich, strengthen, and support Tennessee citizens, the State of Tennessee's Drive to 55, and economic development goals.

(d) Review productivity and performance of academic and non-credit workforce programs annually and provide a report to the Tennessee Board of Regents.

(e) Provide recommendations to the Tennessee Board of Regents for creation of or revisions to policies and guidelines related to workforce entities within the TBR system's institutions.

(f) Encourage and recognize excellence in workforce partnerships and student's successes.

~~d. Committee on Tennessee Colleges of Applied Technology~~

~~(1) The Committee on Tennessee Colleges of Applied Technology shall review and make recommendations to the Board concerning all proposals for new programs and credentials, and modifications or terminations of existing programs at the colleges of applied technology.~~

~~(2) The Committee shall be responsible for reviewing the level of productivity and performance of existing programs and make recommendations to the Board when appropriate.~~

~~(3) The Committee shall make appropriate recommendations to the Board concerning policies as well as other matters that come before the Committee relating to Tennessee Colleges of Applied Technology.~~

e. Committee on External Affairs

(1) The Committee on External Affairs is responsible for the oversight of the Board's relationship to organizations and constituent groups external to the system, ensuring that these relationships promote the mission and goals of the Tennessee Board of Regents system.

(2) Toward the furtherance of this purpose, the Committee on External Affairs shall:

(a) Provide oversight for government relations activities and initiatives and make recommendations to the Board on legislative priorities for the system.

(b) Make recommendations regarding the Board's role in building relationships and collaborations with business, industry and community leaders/organization in Tennessee.

(c) Make recommendations regarding the Board's role in advocating the priorities of the System to local, state, and national leaders and media.

(d) Provide oversight for public relations efforts, promote effective communications with constituents, and review marketing strategies developed at the System.

(e) Promote effective communication between the System, its institutions, public officials, and leaders at the local, state, and national levels.

(f) Provide oversight of private fundraising efforts, recognize excellence in philanthropy, and review reports on philanthropic activities within the System.

- (g) Recommend to the Board creation or revision of policies/guidelines related to external affairs including, but not limited to: government, business, and community relations, advocacy, public relations, and fundraising.

f. Audit Committee

- (1) The Audit Committee shall provide appropriate oversight and accountability on fiscal matters within the Tennessee Board of Regents.
- (2) In addition to the Regents appointed to the Committee, the Board may select one or more certified public accountants or other qualified citizens who are not members of the Board to serve on the Audit Committee.
- (3) The Audit Committee shall employ a person qualified by training and experience to serve as an internal auditor and to report directly to the Audit Committee and the Board.
- (4) The internal auditor shall be removable only for cause by a majority vote of the Board.
- (5) The internal auditor shall perform the duties required by the Higher Education Accountability Act of 2004 (T.C.A. § 49-14-101 et seq.) including reports to the Committee and development of a process to report and investigate illegal, improper, fraudulent or wasteful activity.

VIII. Officers and Their Duties

M. Officers

- 1. The officers of the Board of Regents shall be the Chairman, Vice Chairman, Chancellor, Treasurer, and Secretary.
- 2. The Board may from time to time establish such other offices and positions as may be necessary to carry out the functions of the Board.

N. Election and Term of Office

- 1. The term of office of each officer, except the Chancellor, Treasurer and Secretary, shall be one year commencing on July 1st and until his successor is chosen and installed.

2. Officers other than the Chancellor, Treasurer, and Secretary shall be elected each year by the Board at the last regular meeting of each fiscal year and may be re-elected for up to two (2) consecutive terms.
3. No one person shall hold more than one of these offices.

O. Removal of Officers

1. Officers may be removed at any time by the Board by the affirmative vote of a majority of the Board, not merely of the quorum.

P. Vacancies

1. Vacancies shall be filled by the Board as soon as practicable.

Q. Chairman

1. The Chairman shall be a member of the Board, shall preside at the meetings of the Board with the authority to vote, and shall appoint the chairmen and members of all committees.
2. He or she shall be an ex officio member of all committees with the authority to vote.

R. Vice Chairman

1. The Vice Chairman shall be a member of the Board and shall perform the duties and have the powers of the Chairman during the absence or disability of the Chairman.

S. Chancellor

1. The Board of Regents shall elect the Chancellor who shall hold office at the pleasure of the Board.
2. He or she shall not be a member of the Board.
3. In case of any vacancy in the Chancellorship, the Board shall name an Acting Chancellor who shall serve until the office of the Chancellor shall be filled.
4. The Chancellor shall be the chief executive officer of the State University and Community College System.
5. He or she shall perform all of those duties that are prescribed by the Board.
6. He or she shall be responsible to the Board of Regents for the prompt and effective execution of all resolutions, policies and rules and regulations adopted by the Board for

the ordering and the operation of the entire System and for the government of any and all of its branches.

7. His or her discretionary powers shall be broad enough to enable him or her to discharge these responsibilities.
8. The Chancellor shall attend and participate in, without the privilege of voting, all of the meetings of the Board of Regents and of its committees.
9. He or she shall be an ex officio member of all committees, without the authority to vote.
10. He or she shall review recommendations from the presidents and directors regarding annual appointments, promotions, and salaries of employees of the several institutions of the System, and shall be responsible for compliance by the presidents and directors with Board policies and procedures on personnel matters.
11. He or she shall make recommendations regarding the establishment or discontinuance of staff positions in the Office of the Board of Regents.
12. He or she shall recommend the appointment of administrative officers and other employees of the Office of the Board of Regents.
13. The Chancellor shall be empowered to act for the Board in the interims when the Board is not in session.
14. He or she shall speak for the Board and shall represent it at meetings and before the public consistent with established policies of the Board.
15. He or she shall be the channel of communication with the presidents and directors of the institutions and shall present recommendations concerning System policy to the Board.
16. The Chancellor shall be authorized upon the authority of the Board and in its name to execute all notes, bonds, deeds, contracts, and other documents of an official nature.
17. He or she shall submit, in behalf of the Board and with its approval the annual report at the end of each fiscal year, which report shall go to the Governor and the legislature.

T. Treasurer

1. The Treasurer shall be elected by the Board and shall not be a member thereof, but shall be a member of the staff of the Chancellor.

2. He or she shall be sworn and bonded to discharge faithfully the duties as Treasurer.
3. He or she shall serve without vote as a member of the Committee on Finance and Business Operations.
4. He or she shall perform such other duties as the Board may authorize or as may be assigned by the Chancellor.

U. Secretary

1. The Secretary shall be elected by the Board and shall not be a member thereof but shall be a member of the staff of the Chancellor.
2. He or she shall be sworn to discharge faithfully the duties as Secretary.
3. He or she shall be present at all meetings of the Board and of the committees.
4. He or she shall keep an accurate record of proceedings of the meetings of the Board and of the committees.
5. In the absence of the Secretary from a meeting, a secretary shall be chosen for the meeting and shall record the proceedings.
6. He or she shall be the custodian of all minutes, official documents, and archives of the System.
7. He or she shall perform such other duties and have such other powers as the Board may authorize or as may be assigned by the Chancellor.

V. Delegation of Duties of Officers

1. In case of the absence of any officer of the Board of Regents, or for any other reason that the Board may deem sufficient, the Board of Regents may delegate the powers or duties of such officers, provided a majority of the full Board concurs therein.

IX. Universities, Community Colleges and Colleges of Applied Technology

- M. The State University and Community College System of Tennessee shall consist of the following universities, community colleges and colleges of applied technology and such other institutions as may be established or placed under the Board of Regents from time to time:

1. Universities (6)

- d. Austin Peay State University, Clarksville; East Tennessee State University, Johnson City; University of Memphis, Memphis; Middle Tennessee State University, Murfreesboro; Tennessee State University, Nashville; Tennessee Technological University, Cookeville

2. Community Colleges (13)

- d. Chattanooga State Community College, Chattanooga; Cleveland State Community College, Cleveland; Columbia State Community College, Columbia; Dyersburg State Community College, Dyersburg; Jackson State Community College, Jackson; Motlow State Community College, Lynchburg; Nashville State Community College, Nashville; Northeast State Community College, Blountville; Pellissippi State Community College, Knoxville; Roane State Community College, Harriman; Southwest Tennessee Community College, Memphis; Volunteer State Community College, Gallatin; Walters State Community College, Morristown

3. Colleges of Applied Technology (26)

- d. Athens, Covington, Crossville, Crump, Dickson, Elizabethton, Harriman, Hartsville, Hohenwald, Jacksboro, Jackson, Knoxville, Livingston, McKenzie, McMinnville, Memphis, Morristown, Murfreesboro, Nashville, Newbern, Oneida, Paris, Pulaski, Ripley, Shelbyville, and Whiteville. (T.C.A. § 49-8-101)

N. Heads of Colleges and Universities

1. The president of each college and university in the System shall be the executive head of the institution and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the institution.
2. He or she shall be responsible to the Board through the Chancellor for the operation and management of the institution and for the execution of all directives of the Board and of the Chancellor.
3. He or she shall have direct access to the Board by submitting reports to the Board at its regular meetings and to meet with the Board on such occasions.

4. He or she shall be the official medium of communication between the faculty and the Chancellor, and between the council, senate, assembly, or any such body, either of the faculty or of the students, and the Chancellor.
5. He or she shall recommend annually to the Board of Regents, through the Chancellor, the creation or continuance of positions of faculty and other employees of the institution.
6. He or she shall have the authority to recommend or make appointments of personnel and, within budgetary limitations, to fix their salaries, and to recommend or approve promotions, transfers, leaves of absence, and removal of personnel, pursuant to the requirements of policies and procedures established by the Board, and subject to such prior approval or confirmation of the Board or the Chancellor as may be required by the Board.
7. He or she shall make an annual report to the Board, through the Chancellor, of the work and condition of the institution under his or her control.

d. Terms of Heads of Colleges and Universities

- (1) The heads of the colleges and universities shall serve at the pleasure of the Board.

e. Resignation and Removal of Heads of Colleges and Universities

- (1) The Board anticipates upon appointment that each head of an institution will serve for a number of years.
- (2) The head of each institution may resign at any time upon written notification to the Board through the Chancellor.
- (3) The head of each institution may be terminated at any time by the Board.
- (4) In the event of termination of the head of an institution, three months' severance compensation may be authorized by the Board.

f. Presidents' Councils

- (1) The president of each college and university shall be a member of the respective Presidents' Council for his or her type of institution and shall likewise be a member of the Joint Presidents' Council.

(2) These councils shall have the opportunity to present reports and recommendations to the Board of Regents.

(3) The Chancellor shall be an ex officio member of each council and shall be invited to attend each meeting of said councils.

O. Heads of Colleges of Applied Technology

1. The director of each college of applied technology in the System shall be the executive head of the institution and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the institution.
2. He or she shall be responsible to the Board and Chancellor, through the senior member of the Board staff for colleges of applied technology, for the execution of all directives of the Board and of the Chancellor.
3. He or she shall have access to the Board by submitting reports to the Board at its regular meetings through a representative director who shall meet with the Board on such occasions.
4. He or she shall be the official medium of communication between the faculty and the Chancellor, and between the council, senate, assembly, or any such body, either of the faculty or of the students, and the Chancellor.
5. He or she shall make an annual report to the Board, through the Chancellor, of the work and condition of the institution under his or her control.
6. He or she shall have specific responsibilities as delegated by the Chancellor for the operation and management of the institution.

d. Terms of Heads of Colleges of Applied Technology

(1) The heads of the colleges of applied technology shall serve at the pleasure of the Chancellor.

e. Resignation and Removal of Heads of Colleges of Applied Technology

(1) It is anticipated upon appointment that each head of a college of applied technology will serve for a number of years.

(2) The head of each college of applied technology may resign at any time upon written notification to the Chancellor.

(3) The head of each college of applied technology may be terminated at any time by the Chancellor.

P. Employees

1. Administrative personnel, faculty members and other personnel shall be recommended or appointed by the president of the college or university and director of the college of applied technology, subject to such requirements, approvals or confirmations by the Board or the Chancellor as may be specified by the Board.
2. A member of the Board shall not be a party to procuring the appointment of any relative at any of the units of the State University and Community College System.

Q. Students

1. Admission
 - d. The Board shall prescribe rules and regulations for the admission of students to the institutions.
2. Campus Conduct
 - d. Within general System guidelines and policies developed by the Board, the presidents and directors shall be responsible for promulgating campus regulations developed within the institutional community.
 - e. Students violating the rules and regulations of an institution may be punished, suspended, or expelled as the nature of the case requires.

X. Degrees, Diplomas, and Certificates

M. Degrees

1. The faculty shall recommend to the president of the institution the candidates for degrees which the institution has been authorized by the Board to confer.

N. Diplomas and Certificates

1. The director shall certify the candidates for diplomas and certificates which the college of applied technology has been authorized by the Board to award.

O. Degree, Diploma, and Certificate Requirements

1. The Board of Regents shall set requirements for the award of degrees by all institutions, and diplomas and certificates by all colleges of applied technology within the System.

P. Approval of Degree and Academic Programs, and Diploma and Certificate Programs

1. The Board of Regents shall approve all present and proposed programs of study leading to degrees in all institutions, and diplomas and certificates in all technology centers of the System.
2. The Board shall also exercise authority to disestablish programs of study upon the recommendation of the Chancellor.

XI. Appeals

M. The Board shall adopt a policy defining those final decisions affecting students and employees in the System which may be appealed to the Chancellor and the Board.

N. The policy shall prescribe the process of appeal and the standard of review to be applied by the Chancellor and the Board.

XII. Amendment of Bylaws

M. These Bylaws may be amended or repealed at any regular meeting by an affirmative vote of not less than nine members of the Board, provided however, that any proposed change in these Bylaws shall be submitted to the Secretary in writing at any regular meeting or special meeting and shall be voted on at the next regular meeting of the Board.

N. Amendments or additions to the Bylaws shall be presented in such form as suitable for direct incorporation into the Bylaws.

O. Any Bylaw may be suspended at any regular or special meeting for that meeting only by the unanimous consent of all present.

P. The Secretary shall maintain a Bylaws book in which shall be recorded all Bylaws and any changes, additions, or deletions thereto.

XIII. Parliamentary Authority

M. The rules contained in Roberts Rules of Order, 1970, or subsequent edition shall govern the Board in all cases to which they are not inconsistent with the Bylaws or any special rules of order of this Board.

Sources

As Amended December 16, 1983; Board Meeting December 7, 2001; Board Meeting September 24, 2004; Board Meeting December 3, 2004; Board Meeting June 26, 2008; Board Meeting September 24, 2010; Revisions and renumbering approved at Board Meeting, September 26, 2014.

Related Policies

- System of Governance
 - Purpose of the Board
 - Duties of Board
 - Title, Election and Duties of Board Officers
 - Committees of the Board
 - Meetings of the Board
 - Bylaws of the Board
 - Institutions in the System
 - Duties of the Presidents and Directors
 - Duties of the Chancellor
 - Selection and Retention of Presidents
 - Selection and Retention of College of Applied Technology Directors
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TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting

SUBJECT: Recommended Revisions to TBR Policy 4:03:03:50 -
Athletic and Other Group Travel

DATE: December 11, 2014

PRESENTER: Dale Sims

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The following revisions are recommended:

Revise the policy name and purpose statement to clarify that the policy applies to student group travel, not employee group travel. Employee group travel is addressed in the Board's general travel policy.

The remaining revisions are housekeeping in nature.

Athletic and Other **Student** Group Travel: 4:03:03:50

Policy/Guideline Area

Business and Finance Policies

Applicable Divisions

TCATs, Community Colleges, Universities

Purpose

This policy is established by the Tennessee Board of Regents in recognition of the unique characteristics associated with travel by athletic personnel and teams and other groups at the institutions governed by the Board. The purpose of the policy is to address practical considerations for travel related specifically to the performance of intercollegiate athletic recruiting, athletic team travel, and other **student** group travel. The policy shall apply only to these functions; travel for other purposes by athletic personnel and other **non-student** groups shall be subject to Tennessee Board of Regents General Travel Policies and Procedures (No. 4:03:03:00) and institutional policies and guidelines. All travel will be reimbursed subject to TBR Policy No. 4:03:03:00 unless a specific exception is provided below. In addition, each institution shall comply with all pertinent regulations of the National Collegiate Athletic Association or the National Junior College Athletic Association and the athletic conference of which the institution is a member.

Each institution shall develop and enforce guidelines for athletic and other group travel consistent with the provisions of this policy. Institutional guidelines should include working procedures and be presented in such detail as to ensure thorough understanding of the provisions by all affected personnel.

Policy/Guideline

I. Athletic Recruiting

A. Travel Advances

1. Travel advances should be made consistent with the Tennessee Board of Regents General Travel Policies and Procedures.
2. In addition, temporary or permanent travel advances may be made to staff members engaged in recruiting when such advances are approved by the president or designee.

B. Reimbursement Rates - Courtesy Vehicle

1. If a staff member has a "courtesy vehicle" due to his or her association with the institution, the maximum rate allowed will be the rate allowed under the Tennessee Board of Regents General Travel Policies and Procedures, ~~less seven cents per mile~~ **less the portion of the IRS business standard mileage rate treated as depreciation.**

C. Approval for Travel

1. The following are subject to prior approval by the president or designee:
 - a. Blanket travel authorization for scouting or recruiting; and
 - b. The travel of visitors and guests at institutional expense for any occasion related to recruiting.

D. Guest Meals

1. The actual cost of guest meals may be claimed when incurred by a staff member for recruiting purposes.
2. Such claims must be submitted in appropriate detail.
3. Receipts are required.

E. Student Recruits

1. Staff members are responsible for compliance with pertinent NCAA, NJCAA, and conference rules regarding student recruits.
2. Lodging in campus facilities should be arranged if space is available. If campus space is not available, arrangements may be made for lodging in local motels/hotels, and, with the approval of the athletic director or designee may be charged to the athletic department.
3. If available, the use of campus dining services should be arranged and costs may be charged to the athletic department. If necessary, staff members will be reimbursed at cost for off-campus meals, with reasonable and customary gratuities allowed. Receipts must accompany claims.
4. Transportation may be arranged through a local travel service and charged to the athletic department with the approval of the athletic director or designee. Automobile mileage may be reimbursed to a student recruit at the maximum rate allowed under the Board of Regents General Travel Policies and Procedures for the use of a personal vehicle.
5. Entertainment expenses may be reimbursed at cost within NCAA, NJCAA, and conference rules.

II. Travel

- A. Institution officials and guests of the institution that accompany the team or student groups on trips must be approved in advance by the president or designee.
- B. In all cases, team and group transportation will be arranged through established institutional procedures, and travel itineraries are to be arranged in advance.
 1. Documentation must be maintained in the athletic or other appropriate departments or offices indicating that various cost alternatives have been explored before making all arrangements and reservations.

2. However, if such arrangements are made by the institution's purchasing office, that office should maintain the appropriate documentation.
- C. A roster of all individuals on a particular trip must be included with the itinerary documentation for proper accounting and auditing purposes and filed with the travel claim.
- D. A travel advance in the amount of 100% of the estimated trip expenses may be allowed.
1. One person from the athletic department or ~~other appropriate department or office~~ **coach** **staff member** who is familiar with the travel regulations will be responsible for the advance and all bills connected with team or group travel.
- E. Receipts are required for all team or group travel expenses consistent with TBR Policy No. 4:03:03:00.
- F. Actual lodging expenses will be reimbursed.
1. Documentation must be maintained in the athletic department or other appropriate department or office indicating that various cost alternatives have been explored before making all arrangements and reservations.
 2. However, if such arrangements are made by the institution's purchasing office, that office should maintain the appropriate documentation.
- G. Miscellaneous expenses, such as movies while on trips, must be supported by receipts.
1. Telephone calls by staff members for business purposes may be claimed with documentation consistent with TBR Policy No. 4:03:03:00.
- H. Individual meals associated with team or group travel will follow the Board of Regents General Travel Policies and Procedures.
- I. All team or group meals and snacks will be reimbursed at actual cost.

1. Gratuities not to exceed reasonable and customary rates are allowed.
 2. Appropriate documentation and receipts are required.
- J. All travel claims and requisitions for team or group travel must be approved in writing by the appropriate approving authority.

III. Other Group Travel

- A. Travel by student groups or other groups of participants in programs or activities of the institution may be reimbursed under the same provisions as included in Section II above.
- B. Travel by student groups or other groups of participants in programs or activities of the institution should be addressed by specific institutional guidelines which describe the approval process, discussion of possible liability issues and requirement of waivers/releases of liability by the student if appropriate.
1. Sample waivers/releases and a discussion of liability issues have been provided by the Office of the General Counsel and should be on file in the offices of student and academic affairs.
 2. A waiver/release is not appropriate for travel that is required as part of an academic program.

IV. Exceptions

- A. The Chancellor or his or her designee may approve exceptions to the requirements of this policy in appropriate cases.

Sources

TBR Meeting March 23, 1984; TBR Meeting June 29, 1990; June 29, 2007.



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting

SUBJECT: Review and Consideration of New TBR Policy 4:01:05:70 -
Emergency Management Planning

DATE: December 11, 2014

PRESENTER: Dale Sims

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The attached new policy requires that institutions 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 within or around the institution in order to mitigate risks to students, faculty, staff and property. The policy also specifies the roles of institutions and the system Office in these efforts.

Emergency Management Planning: 4:01:05:70

Policy/Guideline Area

Business and Finance Policies

Applicable Divisions

Community Colleges, TCATS, Universities, System Office

Purpose

The Board of Regents considers emergency preparedness and planning activities essential for maintaining the safety and security of each institution. The purpose of this policy is to ensure that institutions 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 within or around the institution in order to mitigate risks to students, faculty, staff and property.

Policy/Guideline

I. Emergency Management Planning

A. Each institution shall develop, maintain and, execute an Emergency Management Plan that meets state and federal requirements. The Plan will guide the institution in responding to natural, man-made and/or public health hazards with the goal of mitigating risks to students, faculty, staff and property.

B. The Plan shall be based on the concepts and principles of the National Incident Management System (NIMS), incorporating elements of the Incident Command System (ICS). The Plan should identify how the institution fits within the overall NIMS structure.

C. The Plan shall address how the institution will integrate and coordinate with other governmental entities and should be shared, as appropriate, with relevant local, regional and/or state agencies in order to promote coordination among the various entities.

D. The primary roles of the System Office are to:

1. Provide necessary guidance for institutional officials to meet federal and state requirements;
2. Act as liaison between TEMA (state) and TBR;
3. Coordinate meetings of institutional emergency management planning staff;
4. Assist in coordinating key personnel training;

5. Monitor institutional compliance with this policy; and

6. Report periodically to the Board on the status of emergency preparedness across the system.

Sources

Related Policies

Institutional Emergency Preparedness Plan

Contact

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TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting

SUBJECT: Proposed Revision to TBR Policy 2:03:00:00 –
Admissions (Dual Enrollment)

DATE: December 11, 2014

PRESENTER: Vice Chancellor Warren Nichols

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

The Dual Enrollment Ad Hoc Committee developed a consistent admissions policy that was approved by the presidents and the appropriate TBR sub councils. The Dual Enrollment Admissions Policy has been inserted into the current TBR Admissions Policy.

Admissions: 2:03:00:00

Policy/Guideline Area

Academic Policies

Applicable Divisions

TCATs, Community Colleges, Universities

Purpose

The following policy and procedures are adopted as consistent admission policy throughout the Tennessee Board of Regents system. Each university and community college shall develop policy and procedures consistent with this policy for the admission of students to undergraduate degree programs.

Definitions

- Adequate coverage - adequate coverage shall mean that the student's coverage meets or exceeds the level of coverage provided to participants in the TBR's Student/Scholar Health & Accident Insurance Plan.
- Dual enrollment - is the enrollment of a high school student in one or more specified college course(s) for which the student will be awarded both high school and college credit.
- Joint enrollment - is the enrollment of a high school student in one or more college course for which the student will earn only college credit.

Policy/Guideline

I. Provisions for all Institutions

A. Policy Development

1. Each institution governed by the Tennessee Board of Regents shall develop an admission policy consistent with the provisions of this policy and Section 504 of the

Rehabilitation Act of 1973 (Non-discrimination on the Basis of Handicap) and the Americans with Disabilities Act of 1990 and submit it to the Tennessee Board of Regents for approval.

2. Each institution shall include its approved admission policy in its catalog or other appropriate publications.

B. Policy Revision

1. Any subsequent change to an approved admission policy shall, prior to implementation, be submitted to the Tennessee Board of Regents for review and approval.

C. Medical or Health Information

1. Each institution shall require all applicants for admission to provide health information that, at a minimum, establishes the applicant's compliance with Rules promulgated by the Tennessee Department of Health regarding requirements for immunization against certain diseases prior to attendance at a higher education institution, and, compliance with the latest standards for immunization for meningococcal disease as set forth by the recommended immunization schedule issued by the Center for Disease Control Advisory Committee on Immunization Practices.

II. Provisions for Universities and Community Colleges

A. General Provisions

1. Admission of Non-Tennessee Residents
 - i. Each university and community college may establish minimum criteria for the admission of residents of states other than Tennessee which exceed the minimum criteria established for residents of the state.
2. Residency Classification
 - i. Each university and community college shall, in the admission or readmission process, assign each student a residency classification using TBR Policy No. 3:05:01:00 Regulations for Classifying Students In-State and Out-of-State for the Purposes of Paying College or University Fees and Tuition and for Admission Purposes.

3. Admission of Foreign Non-Immigrant Applicants

- i. Each university and community college will establish policies and procedures for the admission of foreign non-immigrant applicants in accordance with the following criteria:
 - (1) Educational Level. The educational level attained must be comparable to that required of U.S. applicants.
 - (2) Test of English as a Foreign Language (TOEFL). In order to determine an applicant's level of proficiency in the English language, each university and community college shall require that applicants whose native language is not English submit scores earned on the TOEFL or one of the other recognized comparable standardized examinations. Courses completed at another U. S. institution may be used in lieu of standardized examination scores.
 - (3) Financial Statement. In order to determine the international student's ability to pay registration fees, non-resident fees, living and other expenses, each institution shall require international applicant to supply evidence of financial capability.
 - (4) Immigration Service Regulations. Institutions must adhere to all Immigration Service regulations in the admission, enrollment, and readmission of foreign non-immigrant applicants.
 - (5) Certification of Freedom from Tuberculosis. All foreign non-immigrant students applying for admission pursuant to a student visa shall submit within thirty (30) days from the first day of classes a certificate from a licensed physician or other qualified medical authority verifying freedom from tuberculosis. Failure to submit such certification shall result in denial of admission or continued enrollment. In the event that a student has tuberculosis or has potential tuberculosis requiring medical treatment, continued enrollment will be conditioned upon the determination by a licensed physician that further enrollment is not a risk to

others and upon the student's compliance with any prescribed medical treatment program.

(6) Medical and Hospitalization Insurance. Each institution must require that foreign non-immigrant applicants with J, F, or M visas have and maintain medical and hospitalization insurance as a condition of admission and continued enrollment at the institution. Applicants with J visas must also carry adequate medical and hospitalization insurance for spouses and dependents. Institutions may require similar insurance coverage of all other foreign non-immigrant applicants.

ii. Institutions shall establish this requirement in policy and shall establish a process for:

(1) Informing applicants for admission of the coverage required and of its approximate cost.

(2) Informing applicants of the documents that will be acceptable as proof of medical and hospitalization coverage; and

(3) Automatically enrolling in the TBR Student/Scholar Health & Accident Insurance Plan those foreign non-immigrant students who do not otherwise have adequate coverage. Enrollment shall take place not later than at the time of class registration, and the cost of the coverage shall be added to the student's registration fees.

4. Admission to Specialized or Limited-Enrollment Programs

i. Each university and community college shall develop specific policy and procedures for admission of students to programs or courses with enrollment limitations and/or specialized curricula.

ii. Such limitations should be based upon selective criteria appropriate to the program or course which apply equally to all prospective students, provided that preference for admission be given to residents of the State of Tennessee. (Incorporates former TBR Policy No. 2:03:00:05 - see TBR Meeting September 30, 1983)

5. Admission to Medical, Nursing, and Allied Health Programs

- i. Each university and community college that offers medical, nursing, or allied health programs shall require that all persons admitted to such programs:
 - (1) Provide evidence through a health verification form which documents information that they are in good health and free from communicable diseases.
 - (2) Be, with reasonable accommodation, physically and mentally capable of performing the essential functions of the program as defined in writing by the institution.

6. Advanced Standing and Placement

- i. Each university and community college may develop policies and procedures for granting admission with advanced placement or standing based on examination, experiential learning, and active duty in the armed services, credit earned in armed services schools, and credit earned through non-collegiate sponsored instruction.

7. Readmission

- i. Each university and community college shall develop policies and procedures for the readmission of students. These policies and procedures shall be consistent with TBR Policy No. 2:03:01:01 (Undergraduate Academic Retention Standards).

8. Application Fee

- i. Each university and community college may, with prior approval of the Board, charge a one-time non-refundable application fee.

B. Undergraduate Degree Admission

1. Admission of First-Time Freshmen

- i. Applicants for degree admission as first-time freshmen shall be admitted using the following four (4) criteria:
 - (1) High School Graduation. Except as provided for below in Section II.B.1.a,(2) applicants for degree admission as first-time freshmen must provide an official transcript showing graduation from high school. The transcript of graduates of Tennessee public high schools must include a notation indicating that the student passed the required Proficiency Examination.

- (2) Tennessee High School Equivalency (HSE) Diploma. Applicants for degree admission as first-time freshmen may present a Tennessee High School Equivalency (HSE) Diploma in lieu of a high school diploma provided that their HSE score meets or exceeds the minimum score set by the institution.
- (3) Standardized Examination Scores. Applicants for admission as first-time freshmen who are 20 years of age or younger must present Enhanced ACT or SAT scores. Universities will use the scores for admission, advisement, and as a component in the placement decision. Community colleges and technical institutes will not use the scores for admission purposes, but may use them for advisement purposes as well as a component in the placement decision.
- (4) High School Course Requirements. Admission will be granted to freshmen applicants who hold a recognized high school diploma that includes a distribution of college preparatory courses, such as those required in the core elements of the Tennessee High School Diploma. These courses include the following:
- a) 4 Units of English
 - b) 2 Units of Algebra (Algebra I and II)
 - c) 1 Unit of Geometry or Higher
 - d) 1 Additional Unit of Math
 - e) 3 Units of Natural Science
 - f) 1 Unit of United States History*
- *Required by T.C.A § 49-7-110. Students deficient in the completion of United States History are required to complete six semester hours of United States History or three semester hours of United States History and three semester hours of Tennessee History.
- g) 1 Unit of European History, World History, or World Geography
 - h) 2 Units of a Single Foreign Language
 - i) 1 Unit of Visual or Performing Arts

(5) Handicapped Applicants

- a) The qualifications and needs of applicants who volunteer information about a handicapping condition will be assessed on an individual basis.

Assessment will include an evaluation of the applicant's potential for success in college and the determination of any exceptions which may be warranted to the provisions of Section II.B.1.a.(4) of this policy.

(6) Out-of-State Applicants

- a) Applicants who are residents of states other than Tennessee are subject to the same admission requirements as in-state applicants.

2. Early Admission of First-Time Freshmen

- i. Each university and community college may develop procedures for the admission of applicants who have completed their junior year in high school.
- ii. The minimum requirements for admission of applicants in this category shall be the following:

- (1) High School GPA. Applicants must have completed the 9th, 10th, and 11th grades with a minimum grade point average of 3.2 based on a 4.0 scale or the equivalent.
- (2) Standardized Examination Score. Applicants must have an Enhanced ACT composite score of at least 22.
- (3) Prescribed Courses. Applicants must provide a written statement from their high school principal specifying the college courses that will be substituted for the remaining high school courses needed for high school graduation.
- (4) Endorsements. Applicants shall provide written endorsements from their high school counselors and from their parents or guardians.

3. Admission of Transfer Students

- i. Each university and community college shall establish policy and procedures for the admission of transfer students that are consistent with the following criteria:

- (1) The applicant must provide official transcripts of credits attempted from all institutions of higher education previously attended.
- (2) The applicant's grade point average on transferable courses must be at least equal to that which the institution requires for the readmission of its own students. Applicants who do not meet the institution's standards may be admitted on scholastic probation or other appropriate condition.
- (3) Institutions must develop policy and publish criteria regarding the awarding of transfer credit from collegiate and non-collegiate institutions, credit by examination, military and other formal training, and experiential learning. Such policies and procedures must, as a minimum, be consistent with national standards of good practice and the requirements of appropriate accrediting bodies.

4. Admission of Non-Degree Students to Degree Admission Status

- i. Each university and community college may develop policy and procedures for granting degree admission to non-degree students.
- ii. To be eligible for Degree Admission status, non-degree students, as defined in Section II.D. below, must meet all the applicable provisions of Section II.B.1.a.(1)-(4) above.

5. Admission to Nursing Programs

- i. Accreditation and professional certification standards, limited clinical and classroom space, faculty availability, and a concern for appropriate student progress influence the selective admissions process to TBR nursing programs.
- ii. Students must meet the application criteria, be reviewed and accepted for admission, and make satisfactory progress to be continued in nursing programs.
- iii. Institutions may vary in their requirements based on their analysis of student success characteristics.
- iv. Admission is based on an institution's requirements and the available spaces in a program.

- v. All TBR nursing programs have adopted the following core performance standards proposed by the Southern Council on Collegiate Education for Nursing (1993).
- vi. Admission to and progression in nursing programs is not based on these standards; instead, they will be used to assist each student in determining whether accommodations or modifications are necessary.
- vii. Each of these standards is reflected in nursing course objectives and provides an objective measure for students and advisors to make informed decisions regarding whether the student is "qualified" to meet requirements.
- viii. Copies of these standards will be available to every applicant and student.
- ix. If a student believes that he or she cannot meet one or more of the standards without accommodations or modifications, the nursing program will determine, on an individual basis, whether or not the necessary accommodations or modifications can be made reasonably.
- x. Each program has written procedures by which students who identify potential difficulties with meeting the standards can receive appropriate assistance and guidance.
- xi. Core Performance Standards for Admission and Progression:
 - (1) Critical thinking ability sufficient for clinical judgment.
 - (2) Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
 - (3) Communication abilities sufficient for interaction with others in verbal and written form.
 - (4) Physical abilities sufficient to move from room to room and maneuver in small spaces.
 - (5) Gross and fine motor abilities sufficient to provide safe and effective nursing care.
 - (6) Auditory abilities sufficient to monitor and assess health needs.

(7) Visual ability sufficient for observation and assessment necessary in nursing care.

(8) Tactile ability sufficient for physical assessment.

C. Graduate and Professional Degree Admission

1. Universities shall develop policy, procedures, and specific criteria for admitting applicants to graduate and professional degree programs.
2. Such policies and procedures must, as a minimum, be consistent with national standards of good practice and the requirements of appropriate accrediting bodies.

D. Non-Degree Admission

1. Each university and community college shall develop policy and procedures for admitting applicants who wish to take credit courses, but who either do not qualify for or do not wish to apply for degree admission.
2. Policies shall include any conditions of enrollment and any term or overall credit-hour limitations.
3. Applicants who are eligible for non-degree admission include:
 - i. Persons Not Previously Enrolled in College
 - (1) High School Graduates
 - (2) Persons 21 years of age or older who have not earned a high school diploma and are not currently enrolled in high school.
 - (3) Persons 18 years of age or older who have not earned a high school diploma or are not currently enrolled in high school and wish to enroll in HSE preparatory courses only.
 - (4) High school students who meet the following criteria as specified in T.C.A. § 49-6-3111:
 - a) Academically talented/gifted students enrolled in grades 9, 10, 11, or 12 in public or private high schools in Tennessee may, with the recommendation and approval of the high school principal and appropriate higher education institution personnel, enroll in and receive regular college degree credit from

a Tennessee postsecondary institution if such a student has a grade point average equivalent to 3.2 on a 4.0 maximum basis and if such placement is a part of the student's planned Individual Education Program (IEP) as established by the multi-disciplinary team process.

- b) High school students who ~~have completed their sophomore~~ are in their freshman year of high school. Such students may be admitted for either joint enrollment or dual enrollment or both. For the purposes of this policy, the terms joint and dual enrollment are defined in the "Definitions" section. **Dual Enrollment students must meet the following eligibility criteria:**

- i. **The student must be enrolled as a 9th, 10th, 11th, or 12th grade student in a Tennessee public or nonpublic secondary school, or in a home education program.**
- ii. **The student may enroll in a specific course based on the course's specific placement requirements as determined by the campus.**
- iii. **The student must enroll in dual enrollment courses in the general education core, Tennessee Pathways leading to a degree, Career and Technical Program of study leading to an academic award, or middle college or equivalent program.**
- iv. **The student must provide secondary institution permission/approval. Additionally, a minor (under 18 years of age) must provide parental/guardian permission/approval.**

- c) Persons with College Credit but Not a Degree

- i. Persons who earned credits but not a degree at another college and are eligible for readmission to the last institution attended.
- ii. Those who do not meet the readmission standards of the last institution attended may be admitted on scholastic probation or other established condition.

- ii. Persons with a College Degree or Certificate
 - (1) Persons who have a degree or certificate equivalent to the highest degree or certificate offered by the institution in a particular field but who wish to take additional courses.
- iii. Senior Citizens and Disabled Persons
 - (1) Totally and permanently disabled persons and persons 65 years of age or older.
 - (2) No fees other than a service fee in the amount authorized by the Tennessee Board of Regents may be charged.
 - (3) In the case of disabled persons, the institution may require an affidavit or certificate of disability from a physician or from the agency compensating the disabled person.
 - (4) Admission under this provision may, however, be limited or denied based on the availability of space in the individual classroom.

E. Audit and No-Credit Admission

- 1. Each university and community college shall develop policy and procedures for the admission of persons wishing only to audit courses or to take credit courses on a no-credit basis. The following provisions shall apply:
 - i. Space Available Basis
 - (1) Admission may be limited or denied based on the availability of space in the individual classroom.
 - ii. Senior Citizens
 - (1) Senior citizens age 60 or older may audit courses or take credit courses on a no-credit basis free of any charge.
 - iii. Disabled Persons
 - (1) Totally and permanently disabled persons may audit courses or take credit courses on a no-credit basis free of any charge.
 - (2) Institutions may, however, require an affidavit or certificate of disability from a physician or from the agency compensating the disabled person.

III. Provisions for Tennessee Colleges of Applied Technology

A. All Tennessee Colleges of Applied Technology shall admit applicants on a "first-come, first-serve" basis, and the following minimum criteria shall apply:

1. Applicants not Enrolled in High School

i. Applicants not enrolled in high school are eligible for admission provided that:

(1) They are at least eighteen (18) years of age or have a high school diploma or equivalent.

(2) They declare an occupational objective or demonstrate through testing or counseling reasonable potential for achieving that objective.

2. Applicants Enrolled in High School

i. Applicants enrolled in high school are eligible for admission provided that:

(1) An agreement authorizing such admission is concluded between the local Board of Education and the Tennessee College of Applied Technology. Such agreements are subject to the approval of the Chancellor or his designee.

(2) Enrollment is limited to one (1) occupational area.

3. Admission of Foreign Non-Immigrants

i. Foreign non-immigrant applicants are eligible for admission if they meet the same conditions required for other applicants as well as the requirements of the U. S. Bureau of Naturalization and Immigration.

4. Use of Standardized Tests

i. Tennessee Colleges of Applied Technology may require applicants for admission to be tested.

ii. The test results will be used by the school to assist the applicant in selecting a suitable program.

5. Admission to Practical Nursing Program

i. Admission to the Practical Nursing program is not automatic even though the applicant may be otherwise academically qualified and recommended by the Nursing Advisory Committee.

- ii. Applicants seeking admission to the Practical Nursing program must:
 - (1) Make application for admission to the College of Applied Technology.
 - (2) Submit evidence of high school graduation or HSE equivalency.
 - (3) Have attained a passing score on an appropriate admission test. The admission test and minimum score shall be determined by the Executive Sub-Council of the Tennessee Colleges of Applied Technology Directors.
 - (4) Submit evidence of a recent physical examination by a licensed physician or nurse practitioner.
 - (5) Submit written references.
 - (6) Report for enrollment upon notification of acceptance.
- iii. The Nursing Advisory Committee may review all applications for admission to the Practical Nursing program and recommend qualified applicants for acceptance.
- iv. d. Qualified applicants not accepted into the class for which they applied may be considered for admission to a subsequent class.

Sources

TBR Meeting, August 16, 1974; September 29, 1978; June 27, 1980, September 30, 1983; December 16, 1983; June 27, 1986; September 16, 1988; December 2, 1988; June 30, 1989; December 7, 1990; March 20, 1992; March 19, 1993; September 17, 1993; June 23, 1994; December 8, 1994; December 15, 1995; March 7, 1997; June 19, 1998; September 22, 2000; April 2, 2004; December 8, 2006; June 28, 2007; June 24, 2010

The admission policy was revised in its entirety on September 30, 1983, superseding the previous policy and all amendments thereto. Revised Jan. 1, 2014 per Tennessee Alternative Diploma Act to reflect change from General Educational Development (GED) Certificate to Tennessee High School Equivalency (HSE) Diploma.

Related Policies

- [Undergraduate Academic Retention Standards](#)

- Regulations for Classifying Students In-State & Out-of-State for Paying College or University Fees & Tuition & for Admission Purposes

Admissions: 2:03:00:00

Policy/Guideline Area

Academic Policies

Applicable Divisions

TCATs, Community Colleges, Universities

Purpose

The following policy and procedures are adopted as consistent admission policy throughout the Tennessee Board of Regents system. Each university and community college shall develop policy and procedures consistent with this policy for the admission of students to undergraduate degree programs.

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- Adequate coverage - adequate coverage shall mean that the student's coverage meets or exceeds the level of coverage provided to participants in the TBR's Student/Scholar Health & Accident Insurance Plan.
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Policy/Guideline

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2. Each institution shall include its approved admission policy in its catalog or other appropriate publications.

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- (1) Educational Level. The educational level attained must be comparable to that required of U.S. applicants.
- (2) Test of English as a Foreign Language (TOEFL). In order to determine an applicant's level of proficiency in the English language, each university and community college shall require that applicants whose native language is not English submit scores earned on the TOEFL or one of the other recognized comparable standardized examinations. Courses completed at another U. S. institution may be used in lieu of standardized examination scores.
- (3) Financial Statement. In order to determine the international student's ability to pay registration fees, non-resident fees, living and other expenses, each institution shall require international applicant to supply evidence of financial capability.
- (4) Immigration Service Regulations. Institutions must adhere to all Immigration Service regulations in the admission, enrollment, and readmission of foreign non-immigrant applicants.
- (5) Certification of Freedom from Tuberculosis. All foreign non-immigrant students applying for admission pursuant to a student visa shall submit within thirty (30) days from the first day of classes a certificate from a licensed physician or other qualified medical authority verifying freedom from tuberculosis. Failure to submit such certification shall result in denial of admission or continued enrollment. In the event that a student has tuberculosis or has potential tuberculosis requiring medical treatment, continued enrollment will be conditioned upon the determination by a licensed physician that further enrollment is not a risk to

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- (6) Medical and Hospitalization Insurance. Each institution must require that foreign non-immigrant applicants with J, F, or M visas have and maintain medical and hospitalization insurance as a condition of admission and continued enrollment at the institution. Applicants with J visas must also carry adequate medical and hospitalization insurance for spouses and dependents. Institutions may require similar insurance coverage of all other foreign non-immigrant applicants.

- b. Institutions shall establish this requirement in policy and shall establish a process for:

- (1) Informing applicants for admission of the coverage required and of its approximate cost.
- (2) Informing applicants of the documents that will be acceptable as proof of medical and hospitalization coverage; and
- (3) Automatically enrolling in the TBR Student/Scholar Health & Accident Insurance Plan those foreign non-immigrant students who do not otherwise have adequate coverage. Enrollment shall take place not later than at the time of class registration, and the cost of the coverage shall be added to the student's registration fees.

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- b. Such limitations should be based upon selective criteria appropriate to the program or course which apply equally to all prospective students, provided that preference for admission be given to residents of the State of Tennessee. (Incorporates former TBR Policy No. 2:03:00:05 - see TBR Meeting September 30, 1983)

5. Admission to Medical, Nursing, and Allied Health Programs

- a. Each university and community college that offers medical, nursing, or allied health programs shall require that all persons admitted to such programs:

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- (2) Be, with reasonable accommodation, physically and mentally capable of performing the essential functions of the program as defined in writing by the institution.

6. Advanced Standing and Placement

- a. Each university and community college may develop policies and procedures for granting admission with advanced placement or standing based on examination, experiential learning, and active duty in the armed services, credit earned in armed services schools, and credit earned through non-collegiate sponsored instruction.

7. Readmission

- a. Each university and community college shall develop policies and procedures for the readmission of students. These policies and procedures shall be consistent with TBR Policy No. 2:03:01:01 (Undergraduate Academic Retention Standards).

8. Application Fee

- a. Each university and community college may, with prior approval of the Board, charge a one-time non-refundable application fee.

B. Undergraduate Degree Admission

1. Admission of First-Time Freshmen

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- (1) High School Graduation. Except as provided for below in Section II.B.1.a,(2) applicants for degree admission as first-time freshmen must provide an official transcript showing graduation from high school. The transcript of graduates of Tennessee public high schools must include a notation indicating that the student passed the required Proficiency Examination.

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- (3) Standardized Examination Scores. Applicants for admission as first-time freshmen who are 20 years of age or younger must present Enhanced ACT or SAT scores. Universities will use the scores for admission, advisement, and as a component in the placement decision. Community colleges and technical institutes will not use the scores for admission purposes, but may use them for advisement purposes as well as a component in the placement decision.
- (4) High School Course Requirements. Admission will be granted to freshmen applicants who hold a recognized high school diploma that includes a distribution of college preparatory courses, such as those required in the core elements of the Tennessee High School Diploma. These courses include the following:
- a) 4 Units of English
 - b) 2 Units of Algebra (Algebra I and II)
 - c) 1 Unit of Geometry or Higher
 - d) 1 Additional Unit of Math
 - e) 3 Units of Natural Science
 - f) 1 Unit of United States History*
- *Required by T.C.A § 49-7-110. Students deficient in the completion of United States History are required to complete six semester hours of United States History or three semester hours of United States History and three semester hours of Tennessee History.
- g) 1 Unit of European History, World History, or World Geography
 - h) 2 Units of a Single Foreign Language
 - i) 1 Unit of Visual or Performing Arts

(5) Handicapped Applicants

- a) The qualifications and needs of applicants who volunteer information about a handicapping condition will be assessed on an individual basis.

Assessment will include an evaluation of the applicant's potential for success in college and the determination of any exceptions which may be warranted to the provisions of Section II.B.1.a.(4) of this policy.

(6) Out-of-State Applicants

- a) Applicants who are residents of states other than Tennessee are subject to the same admission requirements as in-state applicants.

2. Early Admission of First-Time Freshmen

- a. Each university and community college may develop procedures for the admission of applicants who have completed their junior year in high school.
- b. The minimum requirements for admission of applicants in this category shall be the following:

- (1) High School GPA. Applicants must have completed the 9th, 10th, and 11th grades with a minimum grade point average of 3.2 based on a 4.0 scale or the equivalent.
- (2) Standardized Examination Score. Applicants must have an Enhanced ACT composite score of at least 22.
- (3) Prescribed Courses. Applicants must provide a written statement from their high school principal specifying the college courses that will be substituted for the remaining high school courses needed for high school graduation.
- (4) Endorsements. Applicants shall provide written endorsements from their high school counselors and from their parents or guardians.

3. Admission of Transfer Students

- a. Each university and community college shall establish policy and procedures for the admission of transfer students that are consistent with the following criteria:

- (1) The applicant must provide official transcripts of credits attempted from all institutions of higher education previously attended.
 - (2) The applicant's grade point average on transferable courses must be at least equal to that which the institution requires for the readmission of its own students. Applicants who do not meet the institution's standards may be admitted on scholastic probation or other appropriate condition.
 - (3) Institutions must develop policy and publish criteria regarding the awarding of transfer credit from collegiate and non-collegiate institutions, credit by examination, military and other formal training, and experiential learning. Such policies and procedures must, as a minimum, be consistent with national standards of good practice and the requirements of appropriate accrediting bodies.
4. Admission of Non-Degree Students to Degree Admission Status
 - a. Each university and community college may develop policy and procedures for granting degree admission to non-degree students.
 - b. To be eligible for Degree Admission status, non-degree students, as defined in Section II.D. below, must meet all the applicable provisions of Section II.B.1.a.(1)-(4) above.
 5. Admission to Nursing Programs
 - a. Accreditation and professional certification standards, limited clinical and classroom space, faculty availability, and a concern for appropriate student progress influence the selective admissions process to TBR nursing programs.
 - b. Students must meet the application criteria, be reviewed and accepted for admission, and make satisfactory progress to be continued in nursing programs.
 - c. Institutions may vary in their requirements based on their analysis of student success characteristics.
 - d. Admission is based on an institution's requirements and the available spaces in a program.

- e. All TBR nursing programs have adopted the following core performance standards proposed by the Southern Council on Collegiate Education for Nursing (1993).
- f. Admission to and progression in nursing programs is not based on these standards; instead, they will be used to assist each student in determining whether accommodations or modifications are necessary.
- g. Each of these standards is reflected in nursing course objectives and provides an objective measure for students and advisors to make informed decisions regarding whether the student is "qualified" to meet requirements.
- h. Copies of these standards will be available to every applicant and student.
- i. If a student believes that he or she cannot meet one or more of the standards without accommodations or modifications, the nursing program will determine, on an individual basis, whether or not the necessary accommodations or modifications can be made reasonably.
- j. Each program has written procedures by which students who identify potential difficulties with meeting the standards can receive appropriate assistance and guidance.
- k. Core Performance Standards for Admission and Progression:
 - (1) Critical thinking ability sufficient for clinical judgment.
 - (2) Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
 - (3) Communication abilities sufficient for interaction with others in verbal and written form.
 - (4) Physical abilities sufficient to move from room to room and maneuver in small spaces.
 - (5) Gross and fine motor abilities sufficient to provide safe and effective nursing care.
 - (6) Auditory abilities sufficient to monitor and assess health needs.

(7) Visual ability sufficient for observation and assessment necessary in nursing care.

(8) Tactile ability sufficient for physical assessment.

C. Graduate and Professional Degree Admission

1. Universities shall develop policy, procedures, and specific criteria for admitting applicants to graduate and professional degree programs.
2. Such policies and procedures must, as a minimum, be consistent with national standards of good practice and the requirements of appropriate accrediting bodies.

D. Non-Degree Admission

1. Each university and community college shall develop policy and procedures for admitting applicants who wish to take credit courses, but who either do not qualify for or do not wish to apply for degree admission.
2. Policies shall include any conditions of enrollment and any term or overall credit-hour limitations.
3. Applicants who are eligible for non-degree admission include:

a. Persons Not Previously Enrolled in College

(1) High School Graduates

(2) Persons 21 years of age or older who have not earned a high school diploma and are not currently enrolled in high school.

(3) Persons 18 years of age or older who have not earned a high school diploma or are not currently enrolled in high school and wish to enroll in HSE preparatory courses only.

(4) High school students who meet the following criteria as specified in T.C.A. § 49-6-3111:

- a) Academically talented/gifted students enrolled in grades 9, 10, 11, or 12 in public or private high schools in Tennessee may, with the recommendation and approval of the high school principal and appropriate higher education

institution personnel, enroll in and receive regular college degree credit from a Tennessee postsecondary institution if such a student has a grade point average equivalent to 3.2 on a 4.0 maximum basis and if such placement is a part of the student's planned Individual Education Program (IEP) as established by the multi-disciplinary team process.

(5) High school students who are in their freshman year of high school. Such students may be admitted for either joint enrollment or dual enrollment or both. For the purposes of this policy, the terms joint and dual enrollment are defined in the "Definitions" section. Dual Enrollment students must meet the following eligibility criteria:

(a) The student must be enrolled as a 9th, 10th, 11th, or 12th grade student in a Tennessee public or nonpublic secondary school, or in a home education program.

(b) The student may enroll in a specific course based on the course's specific placement requirements as determined by the campus.

(c) The student must enroll in dual enrollment courses in the general education core, Tennessee Pathways leading to a degree, Career and Technical Program of study leading to an academic award, or middle college or equivalent program.

(d) The student must provide secondary institution permission/approval. Additionally, a minor (under 18 years of age) must provide parental/guardian permission/approval.

b. Persons with College Credit but Not a Degree

(1) Persons who earned credits but not a degree at another college and are eligible for readmission to the last institution attended.

(2) Those who do not meet the readmission standards of the last institution attended may be admitted on scholastic probation or other established condition.

c. Persons with a College Degree or Certificate

(1) Persons who have a degree or certificate equivalent to the highest degree or certificate offered by the institution in a particular field but who wish to take additional courses.

d. Senior Citizens and Disabled Persons

(1) Totally and permanently disabled persons and persons 65 years of age or older.

(2) No fees other than a service fee in the amount authorized by the Tennessee Board of Regents may be charged.

(3) In the case of disabled persons, the institution may require an affidavit or certificate of disability from a physician or from the agency compensating the disabled person.

(4) Admission under this provision may, however, be limited or denied based on the availability of space in the individual classroom.

E. Audit and No-Credit Admission

1. Each university and community college shall develop policy and procedures for the admission of persons wishing only to audit courses or to take credit courses on a no-credit basis. The following provisions shall apply:

a. Space Available Basis

(1) Admission may be limited or denied based on the availability of space in the individual classroom.

b. Senior Citizens

- (1) Senior citizens age 60 or older may audit courses or take credit courses on a no-credit basis free of any charge.

c. Disabled Persons

- (1) Totally and permanently disabled persons may audit courses or take credit courses on a no-credit basis free of any charge.
- (2) Institutions may, however, require an affidavit or certificate of disability from a physician or from the agency compensating the disabled person.

III. Provisions for Tennessee Colleges of Applied Technology

A. All Tennessee Colleges of Applied Technology shall admit applicants on a "first-come, first-serve" basis, and the following minimum criteria shall apply:

1. Applicants not Enrolled in High School

a. Applicants not enrolled in high school are eligible for admission provided that:

- (1) They are at least eighteen (18) years of age or have a high school diploma or equivalent.
- (2) They declare an occupational objective or demonstrate through testing or counseling reasonable potential for achieving that objective.

2. Applicants Enrolled in High School

a. Applicants enrolled in high school are eligible for admission provided that:

- (1) An agreement authorizing such admission is concluded between the local Board of Education and the Tennessee College of Applied Technology. Such agreements are subject to the approval of the Chancellor or his designee.
- (2) Enrollment is limited to one (1) occupational area.

3. Admission of Foreign Non-Immigrants

- a. Foreign non-immigrant applicants are eligible for admission if they meet the same conditions required for other applicants as well as the requirements of the U. S. Bureau of Naturalization and Immigration.

4. Use of Standardized Tests

- a. Tennessee Colleges of Applied Technology may require applicants for admission to be tested.
 - b. The test results will be used by the school to assist the applicant in selecting a suitable program.
5. Admission to Practical Nursing Program
- a. Admission to the Practical Nursing program is not automatic even though the applicant may be otherwise academically qualified and recommended by the Nursing Advisory Committee.
 - b. Applicants seeking admission to the Practical Nursing program must:
 - (1) Make application for admission to the College of Applied Technology.
 - (2) Submit evidence of high school graduation or HSE equivalency.
 - (3) Have attained a passing score on an appropriate admission test. The admission test and minimum score shall be determined by the Executive Sub-Council of the Tennessee Colleges of Applied Technology Directors.
 - (4) Submit evidence of a recent physical examination by a licensed physician or nurse practitioner.
 - (5) Submit written references.
 - (6) Report for enrollment upon notification of acceptance.
 - c. The Nursing Advisory Committee may review all applications for admission to the Practical Nursing program and recommend qualified applicants for acceptance.
 - d. Qualified applicants not accepted into the class for which they applied may be considered for admission to a subsequent class.

Sources

TBR Meeting, August 16, 1974; September 29, 1978; June 27, 1980, September 30, 1983; December 16, 1983; June 27, 1986; September 16, 1988; December 2, 1988; June 30, 1989; December 7, 1990; March 20, 1992; March 19, 1993; September 17, 1993; June 23, 1994; December

8, 1994; December 15, 1995; March 7, 1997; June 19, 1998; September 22, 2000; April 2, 2004; December 8, 2006; June 28, 2007; June 24, 2010

The admission policy was revised in its entirety on September 30, 1983, superseding the previous policy and all amendments thereto. Revised Jan. 1, 2014 per Tennessee Alternative Diploma Act to reflect change from General Educational Development (GED) Certificate to Tennessee High School Equivalency (HSE) Diploma.

Related Policies

- [Undergraduate Academic Retention Standards](#)
- [Regulations for Classifying Students In-State & Out-of-State for Paying College or University Fees & Tuition & for Admission Purposes](#)



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting
SUBJECT: 2013-14 Financial Report Overview
DATE: December 11, 2014
PRESENTER: Dale Sims
ACTION REQUIRED: No Action Needed
STAFF'S RECOMMENDATION: Not applicable

BACKGROUND INFORMATION:

The following pages represent the consolidated management discussion and analysis for the System's FY 2013-14 financial statements. This is an information item only and requires no action.

TENNESSEE BOARD OF REGENTS



ANNUAL FINANCIAL REPORT OF JOHN G. MORGAN, CHANCELLOR

2013-14

Management's Discussion and Analysis

This section of the Tennessee Board of Regents' systemwide annual financial report presents a discussion and analysis of the financial performance of the System during the fiscal year ended June 30, 2014, with comparative information presented for the fiscal years ended June 30, 2013. This discussion has been prepared by management along with the financial statements and related note disclosures and should be read in conjunction with the financial statements and notes. The financial statements, notes, and this discussion are the responsibility of management.

The System has one discretely presented component unit for the System's foundations. More detailed information about the foundations is presented in Note 24 to the financial statements. This discussion and analysis focuses on the System and does not include the foundations.

Overview of the Financial Statements

The financial statements have been prepared in accordance with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB), which establishes standards for external financial reporting for public colleges and universities. The financial statements are presented on a consolidated basis to focus on the System as a whole. The full scope of the System's activities is considered to be a single business-type activity, and accordingly, is reported within a single column in the basic financial statements.

The System's financial report includes the Statement of Net Position, the Statement of Revenues, Expenses, and Changes in Net Position, and the Statement of Cash Flows. Notes to the financial statements are also presented to provide additional information that is essential to a full understanding of the financial statements.

The Statement of Net Position

The Statement of Net Position is a point in time financial statement. The Statement of Net Position presents the financial position of the System at the end of the fiscal year. To aid the reader in determining the System's ability to meet immediate and future obligations, the statement includes all assets, liabilities, deferred outflows/inflows, and net position of the System and segregates the assets and liabilities into current and noncurrent components. Current assets are those that are available to satisfy current liabilities, inclusive of assets that will be converted to cash within one year. Current liabilities are those that will be paid within one year. The Statement of Net Position is prepared under the accrual basis of accounting; assets and liabilities are recognized when goods or services are provided or received despite when cash is actually exchanged.

From the data presented, readers of the statement are able to determine the assets available to continue the operations of the System. They are also able to determine how

much the System owes vendors, lenders, and others. Net position represents the difference between the System's assets and liabilities, along with the difference between deferred outflows and deferred inflows, and is one indicator of the System's current financial condition.

The Statement of Net Position also indicates the availability of net position for expenditure by the System. Net position is divided into three major categories. The first category, net investment in capital assets, represents the System's total investment in property, plant, and equipment, net of outstanding debt obligations related to these capital assets. To the extent debt or deferred inflows of resources has been incurred but not yet expended for capital assets, such amounts are not included. The next category is restricted net position, which is sub-divided into two categories, nonexpendable and expendable. Nonexpendable restricted net position includes endowment and similar resources whose use is limited by donors or other outside sources and as a condition of the gift, the principal is to be maintained in perpetuity. Expendable restricted net position is available for expenditure by the System but must be spent for purposes as determined by donors and/or external entities that have placed time or purpose restrictions on the use of the resources. The final category is unrestricted net position. Unrestricted net position is available to the System for any lawful purpose of the System.

The following table summarizes the System's assets, liabilities, deferred outflows/inflows, and net position at June 30, 2014, and June 30, 2013:

Statement of Net Position (in thousands of dollars)		
	<u>2014</u>	<u>2013</u>
Assets:		
Current assets	\$ 503,734	\$ 509,404
Capital assets, net	2,463,237	2,279,257
Other assets	741,689	731,874
Total Assets	3,708,660	3,520,535
Deferred Outflows of Resources		
Deferred loss on debt refunding	2,851	2,884
Total Deferred Outflows	2,851	2,884
Liabilities:		
Current liabilities	278,792	247,340
Noncurrent liabilities	845,461	818,116
Total Liabilities	1,124,253	1,065,456
Deferred Inflows of Resources		
Deferred gain on debt refunding	132	631
Total Deferred Inflows	132	631
Net Position:		
Net investment in capital assets	1,767,710	1,612,841
Restricted – nonexpendable	14,827	12,862
Restricted – expendable	61,692	60,107
Unrestricted	742,896	771,522
Total Net Position	\$ 2,587,125	\$ 2,457,332

Comparison of FY 2014 to FY 2013

Current liabilities increased approximately \$31.4 million or 13%. The increase is primarily due to an \$18.8 million increase in accounts payable at Middle Tennessee State University (MTSU), the University of Memphis (UOM), and Austin Peay State University (APSU). All increases were related to construction costs incurred near year-end but not paid until the following fiscal year. Accrued liabilities also increased \$7.2 million due to the timing of bank transfers for the June 30 payroll deposits. The increase occurred primarily at MTSU and UOM.

Net investment in capital assets increased approximately \$154.9 million or 10%. Of this increase, \$63.1 million occurred at MTSU due to completion of the Student Services and Admissions building, the Science building, and two new parking garages. An increase of \$13.8 million occurred at Southwest Tennessee Community College (STCC) due to construction of the Nursing Biotech facility, Union Campus parking structure, and Mechanical System Modernization project. UOM's net investment in capital assets increased \$12.1 million due to construction of the Community Health building. An increase of \$9.8 million occurred at Nashville State Community College (NASCC) due to the completion of the Southeast Campus phase I and the front entrance renovation. An

increase of \$7.3 million occurred at Dyersburg State Community College (DSCC) due to the construction of the Jimmy Naifeh Center.

The Statement of Revenues, Expenses, and Changes in Net Position

The Statement of Revenues, Expenses, and Changes in Net Position presents the results of operations for the fiscal year. Revenues and expenses are recognized when earned or incurred, regardless of when cash is received. The statement indicates whether the System's financial condition has improved or deteriorated during the fiscal year. The statement presents the revenues received by the System, both operating and nonoperating, and the expenses paid by the System, operating and nonoperating, and any other revenues, expenses, gains, or losses received or spent by the System.

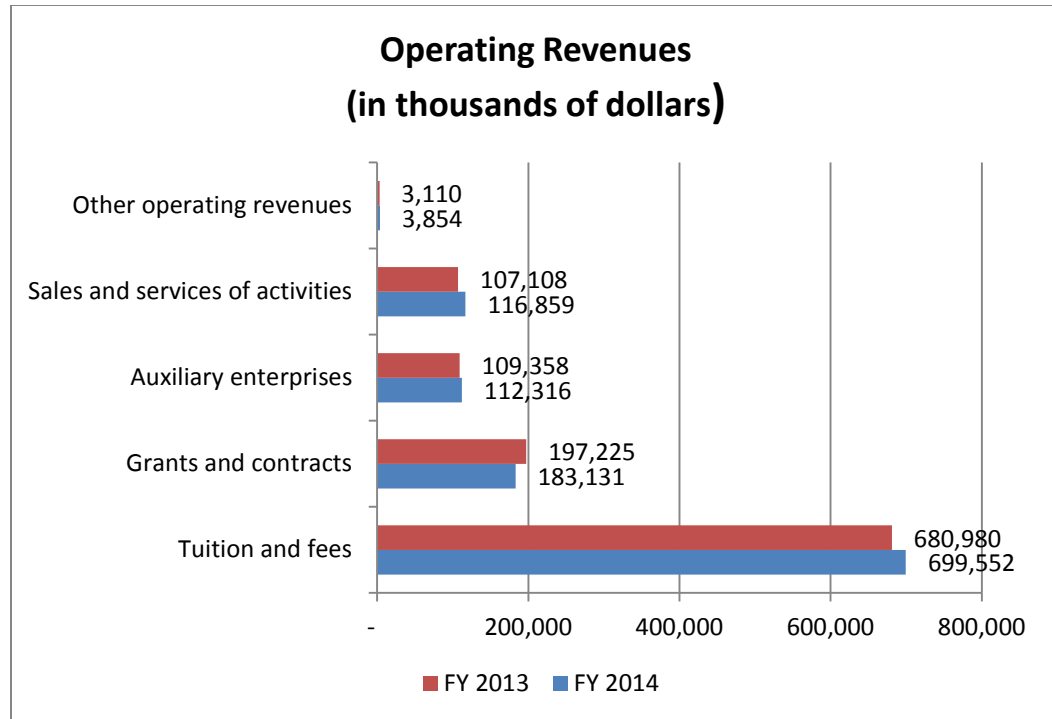
Generally speaking, operating revenues are received for providing goods and services to the various customers and constituencies of the System. Operating expenses are those expenses paid to acquire or produce the goods and services provided in return for the operating revenues, and to carry out the mission of the System. Nonoperating revenues are revenues received for which goods and services are not provided directly to the payor. Although the System is dependent upon state appropriations and gifts to fund educational and general operations, under GASB standards these funding sources are reported as nonoperating revenues, as is investment income. As a result, the System has historically reported an excess of operating expenses over operating revenues, resulting in an operating loss. Therefore, the "increase in net position" is more indicative of overall financial results for the year.

A summary of the System's revenues, expenses, and changes in net position for the year ended June 30, 2014, and June 30, 2013, follows.

Statement of Revenues, Expenses, and Changes in Net Position (in thousands of dollars)		
	2014	2013
Operating revenues	\$ 1,115,713	\$ 1,097,781
Operating expenses	(2,392,138)	(2,360,797)
Operating loss	(1,276,425)	(1,263,016)
Nonoperating revenues and expenses	1,247,773	1,226,967
Income (loss) before other revenues, expenses, gains or losses	(28,652)	(36,049)
Other revenues, expenses, gains, or losses	148,867	153,147
Increase (decrease) in net position	120,215	117,098
Net position at beginning of year	2,457,332	2,338,798
Prior period adjustment	9,578	1,436
Net position at end of year	\$ 2,587,125	\$ 2,457,332

Operating Revenues

The following summarizes the operating revenues by source that were used to fund operating activities for the last two fiscal years:

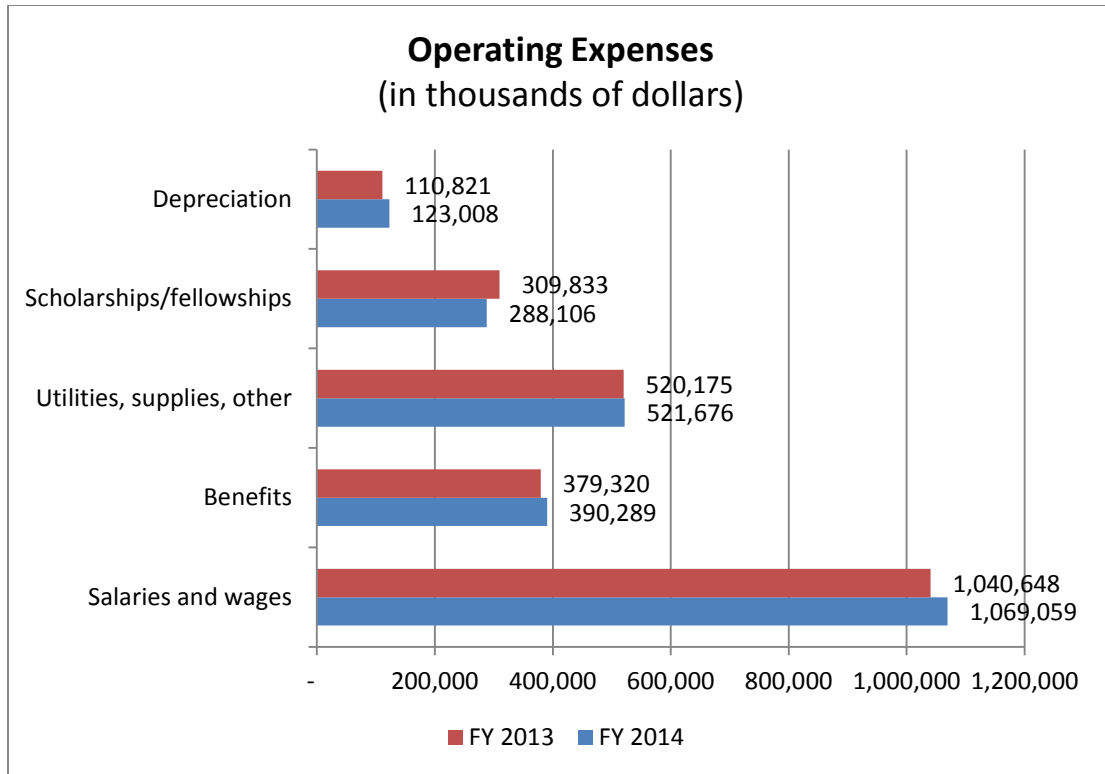


Comparison of FY 2014 to FY 2013

None of the year-to-year variances were considered material.

Operating Expenses

Operating expenses may be reported by nature or function. The System has chosen to report the expenses in their natural classification on the statement of revenues, expenses, and changes in net position and has displayed the functional classification in the notes to the financial statements. The following summarizes the operating expenses by natural classifications for the last two fiscal years:

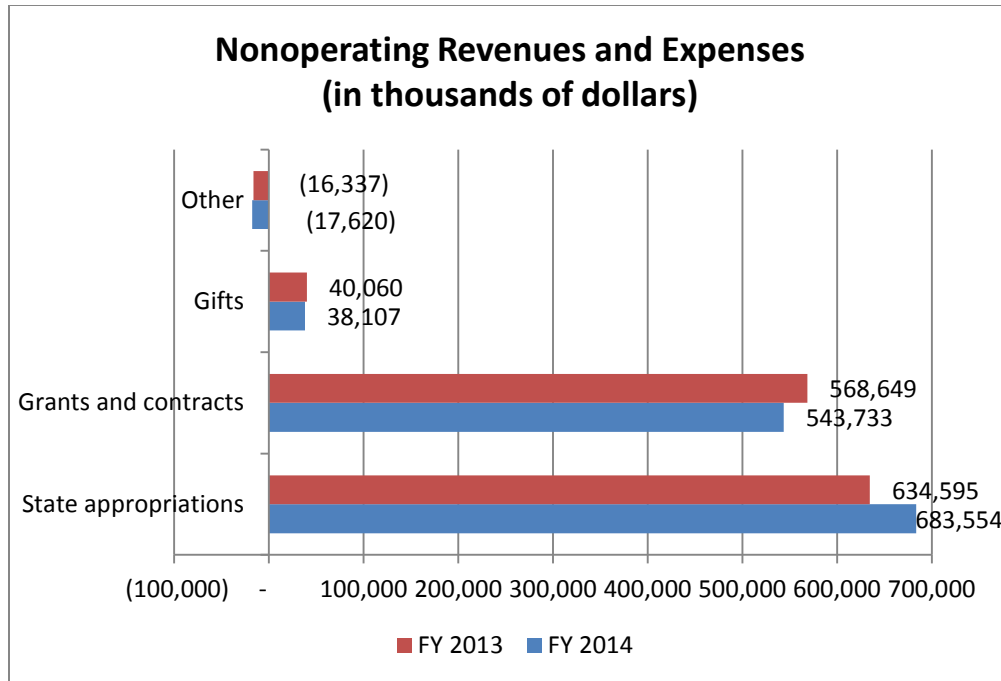


Comparison of FY 2014 to FY 2013

Depreciation expense increased approximately \$12.1 million or 11%. This increase is directly related to the approximately \$184.0 million increase in capital assets for fiscal year 2014.

Nonoperating Revenues and Expenses

Certain revenue sources that the System relies on to provide funding for operations, including state noncapital appropriations, certain gifts and grants, and investment income, are defined by the GASB as nonoperating. Nonoperating expenses include capital financing costs and other costs related to capital assets. The following summarizes the System's nonoperating revenues and expenses for the last two fiscal years:

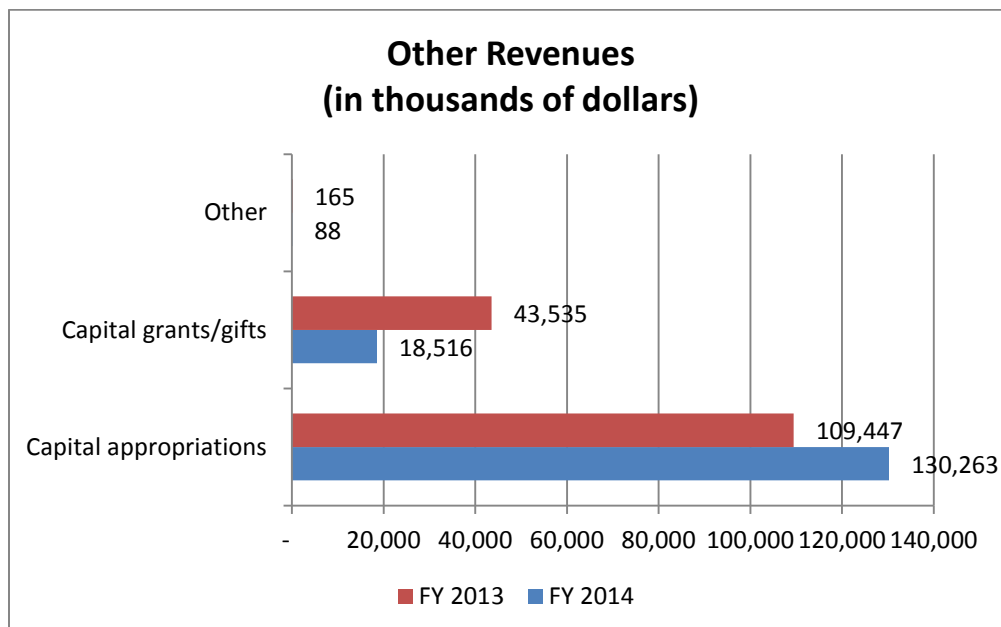


Comparison of FY 2014 to FY 2013

None of the year-to-year variances were considered material.

Other Revenues

This category is composed of State appropriations for capital purposes, capital grants and gifts, and additions to permanent endowments. The following summarizes these amounts for the last two fiscal years:



Comparison of FY 2014 to FY 2013

Capital appropriations increased \$20.8 million, or 19%, primarily at MTSU (\$9.4 million) and UOM (\$5.9 million). Projects funded include completion of the Science building, an updated HVAC system for Murphy Center a roof replacement for Walker Library, physical plant upgrades, underground electrical system upgrades, domestic water-sewer system upgrades, and Learning Resource Center improvements at MTSU. Projects funded at UOM included the Community Health building, underground utility upgrades, and elevator modernization projects.

Capital grants and gifts decreased approximately \$25.0 million or 57%. In fiscal year 2013, UOM acquired the Defense Audit building valued at \$9.0 million. Capital grants and gifts at East Tennessee State University (ETSU) decreased \$8.9 million due to the comparatively high level of capital grants received in fiscal year 2013 through the American Recovery and Reinvestment Act for the Johnson City Community Health Center, College of Medicine Building 119 renovation, and Brown Hall renovations.

Capital Assets and Debt Administration

Capital Assets

The System had \$2.46 billion invested in capital assets, net of accumulated depreciation of \$1.51 billion at June 30, 2014; and \$2.28 billion invested in capital assets, net of accumulated depreciation of \$1.40 billion at June 30, 2013. Depreciation charges totaled \$123.0 million and \$110.8 million for the years ended June 30, 2014, and June 30, 2013, respectively.

Schedule of Capital Assets, Net of Depreciation (in thousands of dollars)		
	2014	2013
Land	\$ 129,299	\$ 125,580
Land improvements & infrastructure	207,513	197,071
Buildings	1,759,963	1,486,332
Equipment	119,902	116,374
Library holdings	15,943	17,115
Intangible assets	12,446	16,474
Art & historical collections	1,025	
Projects in progress	217,146	320,312
Total	\$ 2,463,237	\$ 2,279,258

Significant additions to capital assets occurred in fiscal year 2014. These additions occurred in the buildings classification, primarily at MTSU (Student Services and Admissions building, Science building, and two parking garages), APSU (three new

residence halls and the Math and Computer Science building), and ETSU (student parking garage and expansion of the Center for Physical Activity).

At June 30, 2014, outstanding commitments under construction contracts totaled \$166.4 million for various renovations and repairs of buildings and infrastructure. Future state capital outlay appropriations will fund \$77.1 million of these costs.

More detailed information about the System's capital assets is presented in Note 7 to the financial statements.

Debt

The System had \$680.0 million and \$680.0 million in debt outstanding at June 30, 2014, and June 30, 2013, respectively. The table below summarizes these amounts by type of debt instrument.

Outstanding Debt by Instrument Type (in thousands of dollars)		
	2014	2013
TSSBA debt:		
Bonds	\$ 607,551	\$ 452,144
Unamortized premium	40,364	15,755
Commercial paper		145,753
Revolving credit facility	55,510	
GO debt:		
Bonds	300	500
Commercial paper	3,955	4,271
Lease obligations	1,262	2,791
Total	\$ 708,942	\$ 621,214

The Tennessee State School Bond Authority (TSSBA) issued bonds with interest rates ranging from .18% to 5.66% due 2044 on behalf of the System. The System is responsible for the debt service of these bonds. The current portion of the \$708.9 million outstanding at June 30, 2014, is \$28.0 million.

The TSSBA replaced its commercial paper program with a revolving credit facility program during fiscal year 2014. This debt is issued on behalf of the System to finance costs of various capital projects during the construction phase. The entire \$55.5 million outstanding at June 30, 2014, is considered noncurrent debt.

The Tennessee State Funding Board issued bonds with interest rates of 4.13% due 2017 on behalf of the System. The System is responsible for the debt service of these bonds. The current portion of the \$300,000.00 outstanding at June 30, 2014, is \$100,000.00.

The Tennessee State Funding Board issued commercial paper on behalf of the System to finance the acquisition of certain sites and existing structures for expansion purposes. The entire \$4.0 million outstanding at June 30, 2014, is considered noncurrent debt.

Both ETSU and UOM have entered into capital lease agreements. The ETSU lease term is substantially equal to the estimated useful life of the leased property and includes no imputed interest rate. The UOM lease period is from January 1, 2011 to December 31, 2015, with an imputed interest rate of 5.517%. The current portion of the \$1.3 million outstanding lease obligation at June 30, 2014, is \$830,000.00. More information about the System's capital lease agreements is presented in Note 8 to the financial statements.

The ratings on debt issued by the Tennessee State School Bond Authority at June 30, 2014, were as follows:

Fitch	AA+
Moody's Investor Service	Aa1
Standard & Poor's	AA

More information about the System's long-term liabilities is presented in Note 10 to the financial statements.

Economic Factors That Will Affect the Future

In June 2014, the Tennessee Board of Regents approved the following increases in undergraduate tuition rates for the System:

	In-state	Out-of-State
APSU	5.6%	1.6%
ETSU	6.9%	6.8%
ETSU – Medicine	2.0%	2.0%
ETSU – Pharmacy	3.0%	N/A
MTSU	5.3%	5.2%
TSU	6.0%	1.8%
TTU	6.2%	1.7%
UOM	0.0%	0.0%
UOM Law	0.0%	(64.1)%
Community colleges	5.8%	5.9%
TCATs	8.5%	N/A

Full-time equated enrollment growth for Fall 2014 ranged from a positive 3.5% to a negative 12.6%, with an overall rate of negative 3.0% for the System. It is not known whether the enrollment declines are due to the tuition increases, the recovering economy, or a combination of these and other factors.

Management believes that the financial position of the System is adequate to continue operations at the current level for the foreseeable future.

TENNESSEE BOARD OF REGENTS
Unaudited Statement of Net Position
June 30, 2014

	System	Component Units
ASSETS		
Current assets:		
Cash and cash equivalents (Notes 2, 3 & 24)	\$ 356,147,713.49	\$ 24,835,564.40
Short-term investments (Notes 4 & 24)	4,240,521.75	17,998,233.39
Accounts, notes, and grants receivable (net) (Note 5)	112,161,422.90	3,840,606.19
Due from primary government	5,374,134.62	76,440.68
Due from component unit	15,074,464.93	-
Pledges receivable (Notes 6 & 24)	1,800.00	8,327,893.73
Inventories (at lower of cost or market)	3,334,689.85	-
Prepaid expenses	4,305,116.49	463,919.48
Accrued interest receivable	3,068,701.34	262,667.63
Other assets	25,549.88	-
Total current assets	<u>503,734,115.25</u>	<u>55,805,325.50</u>
Noncurrent assets:		
Cash and cash equivalents (Notes 2, 3 & 24)	580,412,308.27	52,993,067.92
Investments (Notes 4 & 24)	142,891,213.49	478,696,824.02
Accounts, notes, and grants receivable (net) (Note 5)	18,382,647.24	521,338.90
Pledges receivable (Note 24)	-	31,147,293.94
Capital assets (net) (Notes 7 & 24)	2,463,236,798.84	39,073,786.75
Other assets	2,625.00	699,617.15
Total noncurrent assets	<u>3,204,925,592.84</u>	<u>603,131,928.68</u>
Total assets	<u><u>3,708,659,708.09</u></u>	<u><u>658,937,254.18</u></u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred loss on debt refunding	<u>2,850,804.92</u>	-
Total deferred outflows of resources	<u><u>2,850,804.92</u></u>	<u><u>-</u></u>
LIABILITIES		
Current liabilities:		
Accounts payable (Note 9)	54,379,838.03	1,340,923.98
Accrued liabilities	88,272,496.51	2,775,500.00
Due to grantors (Note 10)	367,843.66	-
Due to primary government	-	15,074,464.93
Due to component unit	76,440.68	-
Student deposits	3,794,553.21	-
Unearned revenue (Note 10)	70,741,407.40	31,521.55
Compensated absences (Notes 10 & 24)	16,612,829.74	163,328.00
Accrued interest payable	4,930,280.08	15,850.24
Long-term liabilities (Notes 10 & 24)	28,004,574.73	434,393.03
Deposits held in custody for others	10,452,537.90	513,359.79
Other liabilities	1,159,650.96	189,084.00
Total current liabilities	<u>278,792,452.90</u>	<u>20,538,425.52</u>
Noncurrent liabilities:		
Net OPEB obligation (Note 14)	98,398,978.66	-
Unearned revenue (Note 10)	140,000.00	61,142.96
Compensated absences (Notes 10 & 24)	46,187,274.40	653,312.00
Long-term liabilities (Notes 10 & 24)	680,937,737.31	3,880,011.67
Due to grantors (Note 10)	19,534,071.95	-
Other liabilities	262,771.72	50,000.00
Total noncurrent liabilities	<u>845,460,834.04</u>	<u>4,644,466.63</u>
Total liabilities	<u><u>1,124,253,286.94</u></u>	<u><u>25,182,892.15</u></u>
DEFERRED INFLOWS OF RESOURCES		
Deferred gain on debt refunding	<u>132,371.79</u>	-
Total deferred inflows of resources	<u><u>132,371.79</u></u>	<u><u>-</u></u>
NET POSITION		
Net investment in capital assets	1,767,710,593.63	35,954,995.75
Restricted for:		
Nonexpendable:		
Scholarships and fellowships	11,094,860.56	196,227,743.04
Research	-	2,851,978.38
Instructional department uses	396,146.97	37,376,636.69
Other	3,335,984.11	74,584,620.73
Expendable:		
Scholarships and fellowships	5,603,096.08	95,433,973.41
Research	5,078,534.24	6,480,420.61
Instructional department uses	11,822,929.00	35,799,370.48
Loans	6,784,927.90	102,154.16
Capital projects	4,933,104.64	37,974,794.27
Debt service	3,421,534.84	-
Other	24,047,519.39	71,786,722.69
Unrestricted	<u>742,895,622.92</u>	<u>39,180,951.82</u>
Total net position	<u><u>\$ 2,587,124,854.28</u></u>	<u><u>\$ 633,754,362.03</u></u>

The notes to the financial statements are an integral part of this statement.

TENNESSEE BOARD OF REGENTS
Unaudited Statement of Revenues, Expenses, and Changes in Net Position
For the Year Ended June 30, 2014

	System	Component Units
REVENUES		
Operating revenues:		
Student tuition and fees (net of scholarship allowances of \$358,996,044.11)	\$ 699,551,955.95	\$ -
Gifts and contributions	-	47,849,097.65
Endowment income (per spending plan)	-	3,657,515.14
Governmental grants and contracts	164,792,797.09	737,707.40
Non-governmental grants and contracts, including \$3,333.00 from component units	18,338,161.75	813,486.33
Sales and services of educational activities	31,757,925.14	2,450.00
Sales and services of other activities	85,101,339.03	386,120.80
Patient charges	-	36,304,715.00
Auxiliary enterprises:		
Residential life (net of scholarship allowances of \$12,520,785.98; all residential life revenues are used as security for revenue bonds, see Notes 10 & 12)	62,888,714.47	-
Bookstore (net of scholarship allowances of \$2,279,968.37)	9,467,906.26	-
Food service	13,383,139.37	-
Wellness facility (net of scholarship allowances of \$1,301,470.87; all wellness facility revenues are used as security for revenue bonds, see Notes 10 & 12)	5,709,136.90	-
Other auxiliaries	20,867,413.35	6,261.78
Interest earned on loans to students	690,755.37	-
Other operating revenues, including \$533,661.00 from MEAC to the ETSU Foundation	3,163,625.92	3,250,473.21
Total operating revenues	<u>1,115,712,870.60</u>	<u>93,007,827.31</u>
EXPENSES		
Operating Expenses (Note 19)		
Salaries and wages	1,069,059,249.01	24,540,302.26
Benefits	390,289,429.38	2,649,511.91
Utilities, supplies, and other services	521,676,283.19	17,422,946.89
Scholarships and fellowships	288,105,532.22	9,815,027.50
Depreciation expense	123,007,872.93	1,325,431.28
Payments to or on behalf of component unit	-	40,745,842.51
Total operating expenses	<u>2,392,138,366.73</u>	<u>96,499,062.35</u>
Operating income (loss)	<u>(1,276,425,496.13)</u>	<u>(3,491,235.04)</u>
NONOPERATING REVENUES (EXPENSES)		
State appropriations	683,553,759.04	-
Gifts, including \$31,895,870.84 from component units to institutions	38,106,548.02	-
Grants and contracts	543,732,770.70	43,674.27
Investment income (net of investment expense of \$179,309.47 for the system and \$1,202,876.67 for component units)	7,348,916.28	60,595,231.08
Interest on capital asset-related debt	(25,445,567.84)	(135,761.74)
Bond issuance costs	(678,287.44)	-
Payments to or on behalf of ETSU or ETSU Foundation	-	(2,877,615.00)
University/College support (Note 24)	-	2,331,311.53
Other non-operating revenues/(expenses)	1,155,250.72	104,289.26
Net nonoperating revenues	1,247,773,389.48	60,061,129.40
Income before other revenues, expenses gains, or losses	<u>(28,652,106.65)</u>	<u>56,569,894.36</u>
Capital appropriations	130,262,770.10	-
Capital grants and gifts, including \$10,306,080.67 from component units	18,516,365.23	2,685,753.37
Additions to permanent endowments	88,119.95	13,663,852.28
Total other revenues	<u>148,867,255.28</u>	<u>16,349,605.65</u>
Increase (decrease) in net position	<u>120,215,148.63</u>	<u>72,919,500.01</u>
NET POSITION		
Net position - beginning of the year	2,457,331,876.29	553,465,603.71
Prior period adjustment (Notes 20 and 24)	9,577,829.36	7,369,258.31
Net position - end of year	<u>\$ 2,587,124,854.28</u>	<u>\$ 633,754,362.03</u>

The notes to the financial statements are an integral part of this statement.

TENNESSEE BOARD OF REGENTS
Unaudited Statement of Cash Flows
For the Year Ended June 30, 2014

Cash flows from operating activities:

Tuition and fees	\$ 692,817,075.91
Gifts and contributions	1,231,299.74
Grants and contracts, including \$5,982.00 from component unit	183,281,657.02
Sales and services of educational activities	32,039,177.58
Sales and services of other activities	85,864,037.13
Payments to suppliers and vendors	(505,463,349.55)
Payments to employees	(1,065,363,721.33)
Payments for benefits	(381,772,215.15)
Payments for scholarships and fellowships	(287,999,925.73)
Loans issued to students	(3,762,805.68)
Collection of loans from students	3,641,885.63
Interest earned on loans to students	399,407.07
Auxiliary enterprise charges:	
Residence halls	63,426,137.39
Bookstore	9,922,026.33
Food services	13,554,030.47
Wellness facility	5,725,147.42
Other auxiliaries	20,886,407.92
Other receipts (payments)	2,573,852.04
Net cash flows provided (used) by operating activities	<u>(1,128,999,875.79)</u>

Cash flows from non-capital financing activities:

State appropriations	677,481,610.71
Gifts and grants received for other than capital or endowment purposes (including \$26,310,117.50 from the component units)	581,607,427.64
Private gifts for endowment purposes	88,119.95
Federal/state student loan receipts	605,710,573.29
Federal/state student loan disbursements	(604,846,335.15)
Changes in deposits held for others	(586,654.51)
Principal paid on noncapital debt	(1,687,484.28)
Interest paid on noncapital debt	(554,519.43)
Other non-capital financing receipts (payments)	2,469,536.08
Net cash flows provided (used) by non-capital financing activities	<u>1,259,682,274.30</u>

Cash flows from capital and related financing activities:

Proceeds from capital debt	128,997,606.63
Capital - state appropriation	130,261,230.90
Capital grants and gifts received (including \$7,545,011.22 from the component units)	15,948,095.66
Proceeds from sale of capital assets	120,332.92
Purchase of capital assets and construction	(290,060,820.13)
Principal paid on capital debt and lease	(96,452,838.36)
Interest paid on capital debt and lease	(26,819,983.59)
Bond issue costs paid on new debt issue	(580,070.56)
Other capital and related financing receipts (payments)	(460,303.60)
Net cash flows provided (used) by capital and related financing activities	<u>(139,046,750.13)</u>

TENNESSEE BOARD OF REGENTS
Unaudited Statement of Cash Flows
For the Year Ended June 30, 2014

Cash flows from investing activities:

Proceeds from sales and maturities of investments	63,718,273.93
Income on investments	6,255,412.80
Purchase of investments	(88,354,000.62)
Net cash provided (used) by investing activities	<u>(18,380,313.89)</u>
Net increase (decrease) in cash and cash equivalents	(26,744,665.51)
Cash and cash equivalents - beginning of year	963,304,687.27
Cash and cash equivalents - end of year	<u>\$ 936,560,021.76</u>

**Reconciliation of operating loss to net cash
provided (used) by operating activities:**

Operating loss	\$ (1,276,425,496.13)
Adjustments to reconcile operating loss to net cash provided (used) by operating activities:	
Depreciation expense	123,007,872.93
Gifts in-kind	1,247,081.15
Other adjustments	(337,499.90)
Change in assets, liabilities, and deferrals:	
Receivables, net	197,657.50
Inventories	(245,750.09)
Prepaid items	327,497.33
Other assets	(115,092.70)
Deferred outflows	546,193.27
Accounts payable	13,359,797.06
Accrued liabilities	6,409,118.02
Unearned revenues	857,460.37
Deposits	126,626.56
Compensated absences	1,701,690.42
Due to grantors	5,941.15
Loans to students	(257,554.07)
Other	594,581.34
Net cash provided (used) by operating activities	<u>\$ (1,128,999,875.79)</u>

Non-cash investing, capital, or financing transactions

Gifts in-kind - capital	2,252,748.06
Unrealized gains/(losses) on investments	1,076,435.09
Gain/(loss) on disposal of capital assets	406,077.71
Trade-in allowance	15,350.67

The notes to the financial statements are an integral part of this statement.

TENNESSEE BOARD OF REGENTS

Notes to the Financial Statements

June 30, 2014

1. Summary of Significant Accounting Policies

REPORTING ENTITY

The State University and Community College System of Tennessee (Tennessee Board of Regents) is a component unit of the State of Tennessee because the state appoints a majority of the System's governing body and provides significant financial support; the System is discretely presented in the Tennessee Comprehensive Annual Financial Report.

The foundations are considered a component unit of the System. Although the System does not control the timing or amount of receipts from the foundations, the majority of resources, or income thereon, that the foundations hold and invest are restricted to the activities of the System by the donors. Because these restricted resources held by the foundations can only be used by, or for the benefit of, the System, the foundations are considered a component unit of the System and are discretely presented in the System's financial statements. See Note 24 for more detailed information about the component units and how to obtain their reports.

BASIS OF PRESENTATION

The System's financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America applicable to governmental colleges and universities engaged in business-type activities as prescribed by the Governmental Accounting Standards Board (GASB).

BASIS OF ACCOUNTING

For financial statement purposes, the System is considered a special-purpose government engaged only in business-type activities. Accordingly, the financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. All significant interfund transactions have been eliminated.

The System has classified its revenues and expenses as either operating or nonoperating according to the following criteria: Operating revenues and expenses are those that have the characteristics of exchange transactions. Operating revenues include 1) tuition and fees, net of scholarship discounts and allowances, 2) most federal, state, local and private grants and contracts, 3) sales and services of auxiliary enterprises, net of scholarship discounts and allowances, and 4) interest on institutional loans. Operating expenses include 1) salaries and wages, 2) employee benefits, 3) scholarships and fellowships, 4) depreciation, and 5) utilities, supplies, and other services.

Nonoperating revenues and expenses include activities that have the characteristics of nonexchange transactions, such as gifts and contributions, and other activities that are defined as nonoperating by GASB Statement 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities that Use Proprietary Fund Accounting*, and GASB Statement 34, such as state appropriations and investment income.

When both restricted and unrestricted resources are available for use, it is the System's policy to determine whether to use restricted or unrestricted resources first depending upon existing facts and circumstances.

CASH EQUIVALENTS

This classification includes instruments that are readily convertible to known amounts of cash and have original maturities of three months or less.

INVENTORIES

Inventories are valued at the lower of cost or market. All items included in the inventory are recorded on a first-in, first-out or weighted average basis.

COMPENSATED ABSENCES

The System's employees accrue annual and sick leave at varying rates, depending upon length of service or classification. Some employees also earn compensatory time. The amount of the liabilities for annual leave and compensatory time and their related benefits are reported in the Statement of Net Position. There is no liability for unpaid accumulated sick leave since the System's policy is to pay this only if the employee is sick or upon death.

CAPITAL ASSETS

Capital assets, which include property, plant, equipment, library holdings, works of art, historical treasures/collections, and intangible assets, are reported in the Statement of Net Position at historical cost or at fair value at date of donation, less accumulated depreciation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets' useful lives are not capitalized.

A capitalization threshold of \$100,000 is used for buildings and \$50,000 is used for infrastructure. Equipment is capitalized when the unit acquisition cost is \$5,000 or greater. The capitalization threshold for additions and improvements to buildings and land is set at \$50,000. The capitalization threshold for intangible assets is set at \$100,000. The capitalization threshold for art, historical treasures/collections, and similar assets is set at \$5,000.

These assets, with the exception of works of art and historical treasures/collections deemed inexhaustible and land, are depreciated/amortized using the straight-line method over the estimated useful lives of the assets, which range from 5 to 40 years.

LWIA EQUIPMENT

Under a contract with the Tennessee Department of Labor and Workforce Development, several of the System's institutions are the administrative entity and grant recipient for the Local Workforce Investment Area of the State of Tennessee. The title to all the equipment purchased by these institutions under the provisions of the Workforce Investment Act resides with the U.S. Government. Therefore, this equipment is not included in the System's capital assets.

NET POSITION

The System's net position is classified as follows:

NET INVESTMENT IN CAPITAL ASSETS: This represents the System's total investment in capital assets, net of outstanding debt obligations related to those capital assets. To the extent debt has been incurred but not yet expended for capital assets, such amounts are not included as a component of net investment in capital assets.

RESTRICTED NET POSITION – NONEXPENDABLE: Nonexpendable restricted net position consists of endowment and similar type funds in which donors or other outside sources have stipulated, as a condition of the gift instrument, that the principal is to be maintained inviolate and in perpetuity, and invested for the purpose of producing present and future income, which may be expendable or added to principal.

RESTRICTED NET POSITION – EXPENDABLE: Restricted expendable net position includes resources in which the System is legally or contractually obligated to spend in accordance with restrictions imposed by external third parties.

UNRESTRICTED NET POSITION: Unrestricted net position represents resources derived from student tuition and fees, state appropriations, sales and services of educational departments, sales and services of other, and auxiliary enterprises. These resources are used for transactions relating to the educational and general operations of the System, and may be used at the discretion of the System to meet current expenses for any purpose. The auxiliary enterprises are substantially self-supporting activities that provide services for students, faculty, and staff.

SCHOLARSHIP DISCOUNTS AND ALLOWANCES

Student tuition and fee revenues, and certain other revenues from students, are reported net of scholarship discount and allowances in the statement of revenues, expenses, and changes in net position. Scholarship discounts and allowances are the difference between the stated charge for goods and services provided by the System, and the amount that is paid by the student and/or third parties making payments on the students' behalf. Certain governmental grants, such as Pell grants, and other Federal, state or nongovernmental programs are recorded as either operating or nonoperating revenues in the System's financial statements. To the extent that revenues from such programs are used to satisfy tuition and fees and other student charges, the System has recorded a scholarship discount and allowance.

2. Cash and Cash Equivalents

In addition to demand deposits and petty cash on hand, this classification includes instruments which are readily convertible to known amounts of cash and which have original maturities of three months or less. At June 30, 2014, cash and cash equivalents consists of \$138,453,475.96 in bank accounts, \$223,826.84 of petty cash on hand, \$681,509,668.87 in the State of Tennessee Local Government Investment Pool administered by the State Treasurer, \$73,808,117.26 in the LGIP Deposits – Capital Projects account, \$40,603,577.83 in money market accounts, and \$1,961,355.00 in various other cash equivalents. The carrying amount of the operating bank account at Northeast State Community College is (\$317,852.12) and has been reported as Other Liabilities.

LGIP Deposits – Capital Projects - Payments related to the System's capital projects are made by the State of Tennessee's Department of Finance and Administration. The System's estimated local share of the cost of each project is held in a separate Local Government Investment Pool (LGIP) account. As expenses are incurred, funds are withdrawn from the LGIP account by the Tennessee Board of Regents and transferred to the Department of Finance and Administration. The funds in the account are not available to the System for any other purpose until the project is completed and the Tennessee Board of Regents releases any remaining funds.

The Local Government Investment Pool (LGIP) is administered by the State Treasurer. The LGIP is part of the State Pooled Investment Fund. The fund's required risks disclosures are presented in the *State of Tennessee's Treasurer's Report*. That report is available on the state's website at <http://www.tn.gov/treasury> or by calling (615) 741-2956.

3. Deposits

In accordance with the laws of the State of Tennessee, financial institutions have pledged securities as collateral for System funds on deposit. Financial institutions may participate in a bank collateral pool administered by the State Treasurer. For those financial institutions participating in the bank collateral pool, the required collateral accepted as security for deposits shall be collateral whose market value is equal to either one hundred fifteen percent (115%), one hundred percent (100%), or ninety percent (90%) of the uninsured deposits. The pledge level is based on financial criteria set by the Collateral Pool Board with the financially strongest institutions being eligible for the lowest pledge level. For all other financial institutions, the required collateral accepted as security for deposits shall be collateral whose market value is equal to one hundred five percent (105%) of the uninsured deposits.

At June 30, 2014, \$517,917.25 of the System's bank balance of \$168,675,731.37 was uninsured and uncollateralized.

4. Investments

All investments permitted to be reported at fair value under GASB Statement 31 are reported at fair value, including those with a maturity date of one year or less at the time of purchase.

As of June 30, 2014, the System had the following investments and maturities.

Investment Type	Fair Value	Investment Maturities (In Years)				
		Less than 1	1 to 5	6 to 10	More than 10	No Maturity Date
US treasury	\$ 53,139,013.42	\$ 7,523,353.70	\$ 45,551,209.44	\$ 64,450.28		
US agencies	71,681,849.68	16,064,526.80	52,845,549.99	2,470,052.65	\$ 262,861.40	\$ 38,858.84
Corporate stocks	2,104,872.10					2,104,872.10
Corporate bonds	546,272.14	34,445.55	370,239.51	141,587.08		
Commercial paper	1,999,850.00	1,999,850.00				
Mutual bond funds	2,116,249.20			1,739,256.84		376,992.36
Mutual equity funds	4,496,142.22					4,496,142.22
Certificates of deposit	4,795,187.42	4,765,185.13	30,002.29			
Other	6,269,223.13	282,420.63	1,219,968.73	2,174,173.39	2,469,848.67	122,811.71
Less Amounts Reported as Cash and Cash Equivalents:						
Other	(16,924.07)					(16,924.07)
Total	\$ 147,131,735.24	\$30,669,781.81	\$ 100,016,969.96	\$6,589,520.24	\$2,732,710.07	\$7,122,753.16

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of a debt investment. The System does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The System is authorized by statute to invest funds in accordance with Tennessee Board of Regents policies. Under the current policy, funds other than endowments may be invested only in obligations of the United States or its agencies which are backed by the full faith and credit of the United States, repurchase agreements for United States securities, certificates of deposit in banks and savings and loan associations, banker's acceptances, commercial paper, money market mutual funds and the State of Tennessee Local Government Investment Pool. The policy requires that investments of endowments in equity securities be limited to funds from private gifts or other sources external to the System and that endowment investments be prudently diversified. Securities are rated using Standard and Poor's, Moody's, and/or Fitch's and are presented below using the Standard and Poor's rating scale.

System policy restricts investments in banker's acceptances and commercial paper. The policy requires that prime banker's acceptances must be issued by domestic banks with a minimum AA rating or foreign banks with a AAA long-term debt rating by a majority of the rating services that have rated the issuer. Prime banker's acceptances are required to be eligible for purchase by the Federal Reserve System. To be eligible, the original maturity must not be more than 270 days, and it must 1) arise out of the current shipment of goods between countries or with the United States, or 2) arise out of storage within the United States of goods under contract of sale or expected to move into the channel or trade within a reasonable time and that are secured throughout their life by a warehouse receipt or similar document conveying title to the underlying goods.

The policy requires that prime commercial paper shall be limited to that of corporations that meet the following criteria: 1) Senior long-term debt, if any, should have a minimum rating of A1 or equivalent, and short-term debt should have a minimum rating of A1 or equivalent, as provided by a majority of the rating services that rate the issuer. If there is no long-term debt rating, the short-term debt rating must be A1 by all rating services (minimum of two). 2) The rating should be based on the merits of the issuer or guarantee by a nonbank. 3) A financial review should be made to ascertain the issuer's financial strength to cover the debt. 4) Commercial paper of a banking institution should not be purchased. Prime commercial paper shall not have a maturity that exceeds 270 days.

As of June 30, 2014, the System's investments were rated as follows:

		Credit Quality Rating									
Investment Type	Fair Value	AAA	AA	A	BBB	BB	B	CCC	CC	C	Unrated
LGIP	\$ 755,317,786.13										\$ 755,317,786.13
US agencies	69,642,494.52	\$ 19,712.20	\$ 69,519,249.09								103,533.23
Corporate bonds	546,272.14	52,580.75	90,348.65	\$ 295,180.01	\$ 80,803.44	\$ 1,016.06					26,343.23
Commercial paper	1,999,850.00			1,999,850.00							
Mutual bond funds	2,116,249.20	203,840.90	53,743.04	127,139.68	232,364.71	28,871.66	\$49,568.82	\$38,089.72	\$6,609.18	\$869.63	1,375,151.86
CMO	1,080.69										1,080.69
Other	6,120,355.92	138,194.79	5,965,237.06								16,924.07
Total	\$ 835,744,088.60	\$414,328.64	\$75,628,577.84	\$2,422,169.69	\$313,168.15	\$29,887.72	\$49,568.82	\$38,089.72	\$6,609.18	\$869.63	\$ 756,840,819.21

Custodial Credit Risk. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the System will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The System does not have a deposit policy for custodial credit risk. At June 30, 2014, the System had \$2,968,585.93 of uninsured and unregistered investments for which the securities are held by the counterparty and \$5,907,427.97 of uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent but not in the System's name.

Concentration of Credit Risk. Concentration of credit risk is the risk of loss attributed to the magnitude of the System's investment in a single issuer. System policy restricts investments in banker's acceptances, commercial paper, and money market mutual funds. The policy limits banker's acceptances to not exceed twenty percent of total investments on the date of acquisition and limits the combined amount of banker's acceptances and commercial paper to not exceed thirty-five percent of total investments at the date of acquisition. The amount invested in any one bank shall not exceed five percent of total investments on the date of acquisition. Additionally, no more than five percent of total investments at the date of acquisition may be invested in the commercial paper of a single issuer. The policy further limits the total holdings of an issuer's commercial paper to not more than two percent of the issuing corporation's total outstanding commercial paper. System policy limits investments in money market mutual funds to not exceed ten percent of total investments on the date of acquisition.

More than five percent (5%) of the individual institution's investments were invested in the following single issuers at June 30, 2014:

Institution	Issuer	Percentage of Total Investments
ETSU	Federal Home Loan Bank	46%
	Federal Home Loan Mortgage Co.	37%
	Federal Farm Credit Bank	11%
	Federal National Mortgage Assoc.	6%
TSU	Federal National Mortgage Assoc.	37%
	Federal Home Loan Mortgage Co.	26%
	Federal Home Loan Bank	18%
VSCC	Farmers Bank	50%
	First Tennessee Bank	50%

5. Accounts, Notes, and Grants Receivable

Accounts receivable included the following:

	June 30, 2014
Student accounts receivable	\$ 71,369,347.11
Grants receivable	47,276,807.49
Notes receivable	1,442,739.22
Other receivables	22,449,059.76
Subtotal	142,537,953.58
Less allowance for doubtful account	(29,816,595.40)
Total	\$ 112,721,358.18

Federal Perkins Loan Program funds include the following:

	June 30, 2014
Perkins loans receivable	\$ 25,836,496.64
Less allowance for doubtful accounts	(8,013,784.68)
Total	\$ 17,822,711.96

6. Pledges Receivable

Pledges receivable are promises of private donations that are reported as a receivable and revenue, net of the estimated uncollectible allowance of \$0.00 at June 30, 2014.

7. Capital Assets

Capital asset activity for the year ended June 30, 2014, was as follows:

	Beg Balance	Additions	Transfers	Reductions	End Balance
Land	\$ 125,580,337.50	\$ 4,545,297.23		\$ (826,411.28)	\$ 129,299,223.45
Improvements/infrastructure	354,055,950.52	3,919,081.11	\$ 23,292,724.73	(291,360.32)	380,976,396.04
Buildings	2,456,017,260.70	17,678,896.24	331,258,428.88	(3,574,030.79)	2,801,380,555.03
Equipment	331,969,484.90	28,106,115.97	1,161,226.67	(9,611,918.18)	351,624,909.36
Library holdings	40,673,649.50	3,053,788.44	(26,010.45)	(4,660,563.04)	39,040,864.45
Intangible assets	48,142,067.31	549,571.80	472,439.47	(145,104.91)	49,018,973.67
Art & historical collections	353,665.00	100,000.00	571,037.45		1,024,702.45
Projects in progress	322,531,625.60	251,686,910.58	(356,729,846.75)	(343,081.96)	217,145,607.47
Total	3,679,324,041.03	309,639,661.37		(19,452,470.48)	3,969,511,231.92
Less accumulated depreciation/amortization:					
Improvements/infrastructure	156,992,673.87	16,821,626.62		(350,938.61)	173,463,361.88
Buildings	969,685,441.38	72,544,481.31		(812,226.73)	1,041,417,695.96
Equipment	215,918,796.51	24,616,351.93		(8,812,439.61)	231,722,708.83
Library holdings	23,582,218.91	4,181,511.25		(4,665,563.04)	23,098,167.12
Intangible assets	31,667,848.08	4,919,161.70		(14,510.49)	36,572,499.29
Total	1,397,846,978.75	123,083,132.81		(14,655,678.48)	1,506,274,433.08
Capital assets, net	\$ 2,281,477,062.28	\$ 186,556,528.56		\$ (4,796,792.00)	\$ 2,463,236,798.84

8. Capital Leases

East Tennessee State University (ETSU) has entered into an Enhanced Use Lease Agreement with the United States Department of Veterans Affairs (VA) for certain real property, including land and several buildings, at the Veterans Affairs Medical Center in Johnson City, Tennessee. The lease is for a period of 35 years. In lieu of lease payments, the university has assumed responsibility for all capital and recurring costs of maintaining the property covered by the agreement.

In conjunction with the lease, ETSU entered into a memorandum of agreement with the Department of Veterans Affairs to construct a new building (the Basic Science Building) with joint funding from the State of Tennessee and the federal government. In accordance with the memorandum of agreement, the state provided \$18 million to the federal government for its share of the total construction costs (\$34,195,153.41). The Basic Science Building is included under the provisions of the Enhanced Use Lease Agreement. ETSU is renovating several other buildings on the VA campus as funds become available.

ETSU's leasing of the Basic Science Building and the other buildings on the VA campus will constitute a capital lease agreement. The lease term is substantially equal to the estimated useful life of the leased property. Accordingly, ETSU has capitalized the cost of the building and renovations at \$62,808,479.51. At June 30, 2014, the buildings are reported at \$44,222,351.76, net of accumulated depreciation of \$18,586,127.75.

The University of Memphis (UOM) has capital lease agreements for the campuswide data network equipment and services. This agreement has beginning and ending dates ranging from January 1, 2011 to December 31, 2015 with an imputed interest rate of 5.517%. This lease agreement includes a purchase option at the end of the initial or any renewal term to purchase all or part of the equipment for one dollar (\$1.00) together with any accrued but unpaid late charges. If a written notice to purchase or surrender the equipment is not submitted at least 90 days before the end of the initial term, the lease will automatically renew for an additional 3 month term and thereafter renew for successive one month terms until the equipment is delivered or purchased. During such renewals the amount of each rental payment remains the same.

Asset balances at June 30, 2014, were \$1,228,676.48, net of accumulated depreciation of \$2,866,911.81. The following is a schedule by years of future minimum lease payments under capital leases together with the present value of the net minimum lease payments as of June 30, 2014:

Year ending June 30:	
2015	878,591.28
2016	439,295.64
Total minimum lease payments	1,317,886.92
Less: Amounts representing interest and executor costs	(55,837.94)
Present value of net minimum lease payment	\$1,262,048.98

9. Accounts Payable

Accounts payable included the following:

	June 30, 2014
Vendors payable	\$49,259,517.26
Unapplied student payments	630,662.07
Other payables	4,489,658.70
Total	\$54,379,838.03

10. Long-term Liabilities

Long term liability activity for the year ended June 30, 2014, was as follows:

	Beg Balance	Additions	Reductions	End Balance	Current
Payables:					
TSSBA debt:					
Bonds	\$ 542,433,928.88	\$ 90,185,220.53	\$ (25,067,889.45)	\$ 607,551,259.96	\$ 27,074,838.34
Unamortized premium	34,647,336.22	8,070,439.68	(2,353,497.72)	40,364,278.18	
Commercial paper	96,428,943.94	7,439,521.96	(103,868,465.90)		
Revolving facility credit		68,147,166.87	(12,636,994.90)	55,510,171.97	
GO debt:					
Bonds	400,000.00		(100,000.00)	300,000.00	100,000.00
Commercial paper	4,084,674.95	309,942.00	(440,064.00)	3,954,552.95	
Lease obligations	2,047,347.88		(785,298.90)	1,262,048.98	829,736.39
Subtotal	680,042,231.87	174,152,291.04	(145,252,210.87)	708,942,312.04	28,004,574.73
Other liabilities:					
Compensated absences	61,121,265.07	39,625,276.65	(37,946,437.58)	62,800,104.14	16,612,829.74
Due to grantor	20,633,876.62	1,518,075.99	(2,250,037.00)	19,901,915.61	367,843.66
Unearned revenue	71,346,243.94	67,353,285.92	(67,818,122.46)	70,881,407.40	70,741,407.40
Total	\$ 833,143,617.50	\$ 282,648,929.60	\$ (253,266,807.91)	\$ 862,525,739.19	\$ 115,726,655.53

TSSBA Debt - Bonds Payable

Bonds, with interest rates ranging from 0.18% to 5.66%, were issued by the Tennessee State School Bond Authority. The bonds are due serially until 2044 and are secured by pledges of the facilities' revenues to which they relate and certain other revenues and fees of the System, including state appropriations, see Note 12 for further details. The bonded indebtedness with the Tennessee State School Bond Authority included in long-term liabilities on the Statement of Net Position is shown net of assets held by the authority in the debt service reserve and net of unexpended debt proceeds. The reserve amount was \$19,395,070.14 at June 30, 2014. Unexpended debt proceeds were \$23,947.98 at June 30, 2014.

Debt service requirements to maturity for the System's portion of TSSBA bonds at June 30, 2014, are as follows:

For the Year(s) Ended June 30	Principal	Interest	Total
2015	\$ 27,074,838.34	\$ 28,821,561.21	\$ 55,896,399.55
2016	27,316,599.61	27,662,156.28	54,978,755.89
2017	28,596,922.61	26,408,842.12	55,005,764.73
2018	29,292,491.97	25,156,870.97	54,449,362.94
2019	29,648,615.61	23,797,402.43	53,446,018.04
2020-2024	153,373,938.58	97,092,781.14	250,466,719.72
2025-2029	138,358,875.35	61,663,640.37	200,022,515.72
2030-2034	76,169,525.43	33,331,240.88	109,500,766.31
2035-2039	59,043,166.32	16,895,731.51	75,938,897.83
2040-2044	38,676,286.14	3,829,557.41	42,505,843.55
Total	\$ 607,551,259.96	\$ 344,659,784.32	\$ 952,211,044.28

TSSBA Debt – Revolving Credit Facility

The Tennessee State School Bond Authority issues loans from the revolving credit facility to finance costs of various capital projects during the construction phase. When projects are placed in service, long-term, fixed-rate debt is issued by TSSBA to finance the project over its useful payback period and the revolving credit facility debt is redeemed. The amount outstanding for projects of the System was \$55,510,171.97 at June 30, 2014.

More detailed information regarding the bonds and the revolving credit facility can be found in the notes to the financial statements in the financial report for the Tennessee State School Bond Authority. That report is available on the state's website at <https://www.comptroller.tn.gov/tssba/cafr.asp>.

General Obligation Debt – Bonds Payable

Bonds, with interest rates of 4.13%, were issued by the Tennessee State Funding Board. The bonds are due serially until 2017.

Debt service requirements to maturity for the System's portion of GO bonds at June 30, 2014, are as follows:

For the Year(s) Ended June 30	Principal	Interest	Total
2015	\$ 100,000.00	\$ 12,398.92	\$ 112,398.92
2016	100,000.00	8,265.95	108,265.95
2017	100,000.00	4,132.97	104,132.97
Total	\$ 300,000.00	\$ 24,797.84	\$ 324,797.84

General Obligation Debt - Commercial Paper

The Tennessee State Funding Board issues commercial paper for the purpose of, among other things, acquisition of certain sites and existing structures for expansion purposes for the TBR on the behalf of the System. The amount outstanding for projects of the System was \$3,954,552.95 at June 30, 2014. More detailed information regarding the commercial paper can be found in the notes to the financial statements in the financial report for the Tennessee State Funding Board. The Tennessee Comprehensive Annual Financial Report is available on the state's website at <http://www.tn.gov/finance/act/cafr.shtml>.

11. Endowments

If a donor has not provided specific instructions to the System's institutions, state law permits the institution to authorize for expenditure the net appreciation (realized and unrealized) of the investments of endowment funds. When administering its power to spend net appreciation, the institution is required to consider its long-term and short-term needs, present and anticipated financial requirements, expected total return on its investments, price-level trends, and general economic conditions. Any net appreciation that is spent is required to be spent for the purposes for which the endowment was established.

While some institutions spend all investment income, others choose to spend only a portion of the investment income (including changes in the value of investments) each year. Under the various spending plans established by each institution, different percentages and/or amounts have been authorized for expenditure. The remaining amounts, if any, are retained to be used in future years when the amount computed using the spending plan exceeds the investment income. At June 30, 2014, net appreciation of \$561,390.50 is available to be spent, of which \$275,351.14 is included in restricted net position expendable for scholarships and fellowships, \$7,484.29 is included in restricted net position expendable for instructional departmental uses, \$103,114.37 is included in restricted net position expendable for loans, \$22,527.85 is included in restricted net position expendable for other, and \$152,912.85 is included in unrestricted net position.

12. Pledged Revenues

The System has pledged certain revenues and fees, including state appropriations, to repay \$607,851,259.96 in bonds issued from November 1985 to November 2013. Proceeds from the bonds provided financing for various projects. The bonds are payable through 2044. Annual principal and interest payments on the bonds are expected to require approximately 3% of available revenues. The total principal and interest remaining to be paid on the bonds is \$952,535,842.12. Principal and interest paid for the current year and total available revenues were \$54,631,217.50 and \$1,801,719,101.47, respectively.

13. Pension Plans

Defined Benefit Plan

Plan Description - The System contributes to the State Employees, Teachers, and Higher Education Employees Pension Plan (SETHEEPP), a cost-sharing multiple-employer defined benefit pension plan administered by the Tennessee Consolidated Retirement System (TCRS). TCRS provides retirement, death, and disability benefits as well as annual cost-of-living adjustments to plan members and their beneficiaries. Title 8, Chapters 34-37, Tennessee Code Annotated, establishes benefit provisions. State statutes are amended by the Tennessee General Assembly.

The TCRS issues a publicly available financial report that includes financial statements and required supplementary information for SETHEEPP. That report is available on the state's website at <http://www.state.tn.us/treasury/tcrs/index.html>.

Funding Policy - Plan members are noncontributory. The System is required to contribute at an actuarially determined rate. The current rate is 15.03% of annual covered payroll. The contribution requirements of the System are established and may be amended by the TCRS Board of Trustees. The System's contributions to TCRS for the years ending June 30, 2014, 2013, and 2012 were \$66,619,295.06, \$63,662,190.71, and \$61,766,671.14, respectively, equal to the required contributions for each year.

Federal Retirement Program

Plan Description – Tennessee State University contributes to the Federal Retirement Program, a cost-sharing multiple-employer defined benefit pension plan administered by the Civil Service Retirement System (CSRS) for participants employed prior to January 1, 1984, and the Federal Employees Retirement System (FERS) for participants employed after December 31, 1983. Both systems provide retirement, death, and disability benefits as well as annual cost-of-living adjustments to plan members and beneficiaries. All regular full-time employees of the Tennessee State University Agricultural Extension Service who hold federal appointments for 51% or more of their time are required to participate in either one of the two Federal Retirement Programs. For both programs, benefit provisions are established in federal statutes. Federal statutes are amended by the U.S. Congress. All the university's extension employees currently participate in CSRS.

The CSRS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the Office of Personnel Management, Retirement Information Office, P.O. Box 45, Boyers, Pennsylvania, 16017-0045, or by calling (202) 606-0500.

Funding Policy – Participating employees and the university are required to contribute to the CSRS plan. Contribution requirements are established and may be amended by federal statutes. The university and employees were required to contribute 7% of covered payroll to the CSRS plan. Contributions to CSRS for the year ended June 30, 2014, were \$38,812.54, which consisted of \$19,406.77 from both the university and the employees; contributions for the year ended June 30, 2013, were \$38,792.20, which consisted of \$19,396.10 from both the university and the employees; contributions for the year ended June 30, 2012, were \$45,370.20, which consisted of \$22,685.10 from both the university and the employees. Contributions met the requirements for each year.

Defined Contribution Plans

Plan Description – The System contributes to three defined contribution plans: Teachers Insurance and Annuity Association-College Retirement Equities Fund (TIAA-CREF), ING Life and Annuity Company, and Variable Annuity Life Insurance Company (VALIC). These plans are administered by the Tennessee Department of the Treasury. Each plan provides retirement benefits to faculty and staff who are exempt from the overtime provisions of the Fair Labor Standards Act and who waive membership in the TCRS. Benefits depend solely on amounts contributed to the plan plus investment earnings. Plan provisions are established by state statute in Title 8, Chapter 35, Part 4, Tennessee Code Annotated. State statutes are amended by the Tennessee General Assembly.

Funding Policy – Plan members are noncontributory. The System contributes an amount equal to 10% of the employee's base salary up to the social security wage base and 11% above the social security wage base. Contribution requirements are established and amended by state statute. The contribution made by the System to the plans for the year ended June 30, 2014, was \$48,048,104.67 and for the year ended June 30, 2013, was \$46,204,131.80. Contributions met the requirements for each year.

14. Other Postemployment Benefits

Healthcare is the only "other postemployment benefit" (OPEB) provided to employees. The State of Tennessee administers a group health insurance program that provides postemployment health insurance benefits to eligible System retirees. This program includes two plans available to higher education employees - the State

Employee Group Plan and the Medicare Supplement Plan. Both plans are agent multiple-employer defined benefit OPEB plans. Benefits are established and amended by an insurance committee created by Tennessee Code Annotated (TCA) 8-27-201 for the state plan and TCA 8-27-701 for the Medicare Supplement Plan. Prior to reaching the age of 65, all members have the option of choosing between the standard or partnership preferred provider organization (PPO) plan for healthcare benefits. Subsequent to age 65, members who are also in the state's retirement system may participate in the Medicare Supplement Plan. That plan does not include pharmacy. The state makes on-behalf payments to the Medicare Supplement Plan for the System's eligible retirees, see Note 22. The plans are reported in the State of Tennessee Comprehensive Annual Financial Report (CAFR). The CAFR is available on the state's website at <http://www.tn.gov/finance/act/cafr.shtml>.

Funding Policy. The premium requirements of plan members are established and may be amended by the insurance committee. The plans are self-insured and financed on a pay-as-you-go basis with the risk shared equally among the participants. Claims liabilities of the plan are periodically computed using actuarial and statistical techniques to establish premium rates. Administrative costs of the plan are allocated to plan participants. Retired employees who have not reached the age of 65 pay the same base premium as active employees in the plan adjusted for years of service. Retirees with 30 years of service are subsidized 80 percent; 20 but less than 30 years, 70 percent; and less than 20 years, 60 percent. Retired employees who are 65 years of age or older have flat rate premium subsidies based on years of service. Retirees with 30 years of service receive \$50 per month; 20 but less than 30 years, \$37.50; and 15 but less than 20 years, \$25. Contributions for the State Employee Group Plan for the year ended June 30, 2014, were \$183,127,874.82, which consisted of \$148,148,051.03 from the System and \$34,979,823.79 from the employees.

Annual OPEB Cost and Net OPEB Obligation

Annual required contribution (ARC)	\$ 20,843,000.00
Interest on the net OPEB obligation	3,804,637.33
Adjustment to the ARC	(3,706,633.70)
Annual OPEB cost	20,941,003.63
Amount of contribution	(17,657,984.34)
Increase/(decrease) in net OPEB obligation	3,283,019.29
Net OPEB obligation - beginning of year	95,115,959.37
Net OPEB obligation - end of year	\$ 98,398,978.66

Year-end	Plan	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation at Year-end
6/30/2014	State Employee Group Plan	\$20,941,003.63	84%	\$98,398,978.66
6/30/2013	State Employee Group Plan	\$24,732,078.68	70%	\$95,115,959.37
6/30/2012	State Employee Group Plan	\$24,490,601.45	75%	\$87,800,662.34

Funded Status and Funding Progress. The funded status of the plan as of July 1, 2013, was as follows:

Actuarial valuation date	July 1, 2013
Actuarial accrued liability (AAL)	\$ 172,695,000.00
Actuarial value of plan assets	0
Unfunded actuarial accrued liability (UAAL)	\$ 172,695,000.00
Actuarial value of assets as a % of the AAL	0%
Covered payroll (active plan members)	\$ 810,124,600.31
UAAL as percentage of covered payroll	21.3%

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The schedule of funding progress, presented as Required Supplementary Information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Actuarial Methods and Assumptions. Calculations are based on the types of benefits provided under the terms of the substantive plan at the time of each valuation and on the pattern of sharing of costs between the employer and plan members to that point. Actuarial calculations reflect a long-term perspective. Consistent with that perspective, actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

In the July 1, 2013, actuarial valuation, the Projected Unit Credit actuarial cost method was used. The actuarial assumptions included a 4.0 percent investment rate of return (net of administrative expenses) and an annual healthcare cost trend rate of 7.5 percent initially, decreased to 7.0 percent in fiscal year 2015 and then reduced by decrements to an ultimate rate of 4.19 percent in fiscal year 2044. All rates include a 2.5 percent inflation assumption. The unfunded actuarial accrued liability is being amortized as a level percentage of payroll on a closed basis over a 30 year period beginning with July 1, 2007. Payroll is assumed to grow at a rate of 3.0 percent.

15. Chairs of Excellence

The System had \$154,471,112.71 on deposit at June 30, 2014, with the State Treasurer for its Chairs of Excellence program. These funds are held in trust by the state and are not included in these financial statements.

16. Insurance-Related Activities

It is the policy of the state not to purchase commercial insurance for the risks of losses for general liability, automobile liability, professional malpractice, and workers' compensation. The state's management believes it is more economical to manage these risks internally and set aside assets for claim settlement in its internal service fund, the Risk Management Fund. The state purchases commercial insurance for real property (including flood and earthquake), cyber, aircraft, fine arts, and surety

bond coverage on the state's officials and employees. The amounts of settlements have not exceeded insurance coverage for each of the three past fiscal years. The Risk Management Fund is also responsible for claims for damages to state owned property up to the amount of the property insurance aggregate deductible amount. The insurance policy deductibles vary from \$25,000 per occurrence, depending on the type of coverage, to an aggregate of \$5 million.

The System participates in the Risk Management Fund. The fund allocates the cost of providing claims servicing and claims payment by charging a premium to the System based on a percentage of the System's expected loss costs, which include both experience and exposures. This charge considers recent trends in actual claims experience of the state as a whole. An actuarial valuation is performed as of fiscal year-end to determine the fund liability and premium allocation. Information regarding the determination of the claims liabilities and the changes in the balances of the claims liabilities for the years ended June 30, 2013, and June 30, 2012, are presented in the Tennessee Comprehensive Annual Financial Report. The CAFR is available on the state's website at <http://www.tn.gov/finance/act/cafr.shtml>. Since the System participates in the Risk Management Fund, it is subject to the liability limitations under the provisions of the Tennessee Claims Commission Act, Tennessee Code Annotated, Section 9-8-101 et seq. Liability for negligence of the System for bodily injury and property damage is limited to \$300,000 per person and \$1,000,000 per occurrence. The limits of liability under workers' compensation are set forth in Tennessee Code Annotated, Section 50-6-101 et seq. Claims are paid through the state's Risk Management Fund. The amount of cash and cash equivalents designated for payment of claims held by the Risk Management Fund at June 30, 2014, was not available.

At June 30, 2014, the scheduled coverage for the System was \$6,638,746,109.00 for buildings and \$1,613,609,287.00 for contents.

The state has also set aside assets in the Employee Group Insurance Fund, an internal service fund, to provide a program of health insurance coverage for the employees of the state with the risk retained by the state. The System participates in the Employee Group Insurance Fund. The fund allocates the cost of providing claims servicing and claims payment by charging a premium to the System based on estimates of the ultimate cost of claims, including the costs of claims that have been reported but not settled and of claims that have been incurred but not reported. Employees and providers have 13 months to file medical claims.

17. Commitments and Contingencies

Sick Leave - The System records the cost of sick leave when paid. Generally, since sick leave (earned one day per month with unlimited accumulation) is paid only when an employee dies or is absent because of illness, injury, or related family death, there is no liability for sick leave at June 30. The dollar amount of unused sick leave was \$377,077,477.23 at June 30, 2014.

Operating Leases - The System has entered into various operating leases for buildings and equipment. Such leases will probably continue to be required. Expenses under operating leases for real and personal property were \$6,159,275.63 and \$2,857,049.47, respectively for the year ended June 30, 2014. The following is a schedule by years of future minimum rental payments required under noncancelable operating leases that have initial or remaining lease terms in excess of one year as of June 30, 2014:

Year ending June 30:	
2015	\$ 8,000.00
2016	8,000.00
2017	8,000.00
2018	8,000.00
2019	8,000.00
2020-2024	24,000.00
Total minimum payments required	\$ 64,000.00

Construction in Progress - At June 30, 2014, outstanding commitments under construction contracts totaled \$166,405,233.75 for various projects of which \$77,054,879.68 will be funded by future state capital outlay appropriations.

Litigation - The System is involved in several lawsuits, none of which are expected to have a material effect on the accompanying financial statements.

18. Funds Held in Trust by Others

Austin Peay State University (APSU) is beneficiary under the Gracey Trust. The underlying assets are not considered assets of APSU and are not included in the System's financial statements. APSU received \$136,764.00 from these funds in fiscal year 2014.

Tennessee Tech University (TTU) is beneficiary under the William Jenkins Estate Account. The underlying assets are not considered assets of TTU and are not included in the System's financial statements. TTU received \$4,693.12 from these funds in fiscal year 2014.

The University of Memphis (UOM) is beneficiary under the Van Vleet, the Mike Driver, the Pope M. Farrington, the C.M. Gooch and the Herbert Herff trust funds. The underlying assets are not considered assets of UOM and are not included in the System's financial statements. UOM received \$1,194,832.37 from these funds in fiscal year 2014.

19. Natural Classifications with Functional Classifications

The System's operating expenses by functional classification for the year ended June 30, 2014, are as follows:

Functional Class	Natural Classification					
	Salaries	Benefits	Other Operating	Scholarship	Depreciation	Total
Instruction	\$ 586,355,872.66	\$ 202,076,921.27	\$ 135,041,644.72	\$ 3,702,686.00		\$ 927,177,124.65
Research	46,379,945.17	15,639,517.26	24,714,444.30	538,164.06		87,272,070.79
Public service	36,781,967.64	13,373,325.08	22,869,240.97	336,670.39		73,361,204.08
Academic support	101,266,481.72	39,183,587.24	11,020,546.39	423,080.38		151,893,695.73
Student services	108,621,947.66	41,998,209.24	82,881,252.33	6,961,977.67		240,463,386.90
Institutional support	125,712,205.57	49,447,986.76	65,426,871.43	230,569.08		240,817,632.84
Maint & operation	45,355,561.52	22,452,704.72	122,276,994.65	14,595.78		190,099,856.67
Scholarships	674,558.04	118,083.90	1,119,724.71	275,509,624.55		277,421,991.20
Auxiliary	17,910,709.03	5,999,093.91	56,325,563.69	388,164.31		80,623,530.94
Depreciation					123,007,872.93	123,007,872.93
Total	\$ 1,069,059,249.01	\$ 390,289,429.38	\$ 521,676,283.19	\$ 288,105,532.22	\$ 123,007,872.93	\$ 2,392,138,366.73

Expenses initially incurred by the academic support function as a result of providing internal services to the other functional classifications were allocated to the other functional areas by reducing the academic support function's operating expenses by the total amount of salaries, benefits, and operating expenses incurred in the provision of these services, and allocating this amount to the other functional areas' operating expenses on the basis of usage. As a result of this process, expenses totaling \$52,548,437.38 were reallocated from academic support to the other functional areas.

20. Prior Period Adjustments

Net position was increased in fiscal year 2014 by \$9,577,829.36. This adjustment includes an increase of \$5,496,976.43 at MTSU, an increase of \$1,031,519.36 at TCAT-Dickson, and an increase of \$892,631.65 at TCAT-Elizabethton to correct expenditures not accrued or capitalized in FY 2013. An adjustment of \$952,945.47 occurred at TSU to correct expenditures not capitalized in FY 2013 and to correct liabilities overstated in prior years. The remaining increase of \$1,203,756.45 is composed of immaterial increases and decreases at various institutions.

21. Affiliated Entity not Included

The East Tennessee State University Research Foundation is a private, nonprofit foundation with the university as the sole beneficiary. The Research Foundation is controlled by a board independent of the university. The financial records, investments, and other financial transactions are handled external to the university and these amounts are not included in the university's financial report. As reported in the Research Foundation's most recently audited financial report, at June 30, 2013, the assets of the Research Foundation totaled \$2,271,008.00, liabilities were \$177,195.00, and the net position amounted to \$2,093,813.00.

The Tennessee Tech University Agricultural Foundation is a private, nonprofit foundation with the university as the sole beneficiary. The Agricultural Foundation is controlled by a board independent of the university. The financial records, investments, and other financial transactions are handled external to the university and these

amounts are not included in the university's financial report. As reported in the most recently audited financial report, at June 30, 2013, the assets of the Agricultural Foundation totaled \$681,981.18, liabilities were \$0.00, and the net position amounted to \$681,981.18.

The Bryan Symphony Orchestra Association at Tennessee Technological University, Inc. (BSOA) is a nonprofit 501(c)(3) organization controlled by a board independent of the university. The mission of the BSOA is to provide an orchestra of the highest artistic standards, provide educational experiences for a diverse audience, and to serve as a leader and a continuing force in the Upper Cumberland region. BSOA provides support to the Bryan Symphony Orchestra jointly with Tennessee Technological University. The financial records and transactions are handled external to the university. These amounts are not included in the university's financial report.

The Friends of the Appalachian Center for Crafts of Tennessee (FACCT) is a nonprofit 501(c)(3) that promotes and supports educational art and craft outreach activities. FACCT is controlled by a board independent of the university. FACCT provides non-monetary support to the Tennessee Technological University Craft Center through marketing and other promotional activities. The financial records and transactions are handled external to the university. These amounts are not included in the university's financial report.

The University of Memphis Research Foundation is a private, nonprofit foundation with the university as the sole beneficiary. The Research Foundation is controlled by a board independent of the university. The financial records, investments, and other financial transactions are handled external to the university and these amounts are not included in the university's financial report. As reported in the University of Memphis Research Foundation's most recently unaudited financial report, at June 30, 2014, the assets of the University of Memphis Research Foundation totaled \$6,268,732.00, liabilities were \$741,307.00, and the net position amounted to \$5,527,425.00.

The Upper Cumberland Education Foundation is a private, nonprofit foundation with Nashville State Community College as the sole beneficiary. The Upper Cumberland Education Foundation is controlled by a board independent of the college. The financial records, investments, and other financial transactions are handled external to the college and these amounts are not included in the college's financial report. At June 30, 2014, the assets of the Upper Cumberland Education Foundation totaled \$195,445.23, liabilities were \$0.00, and the net position amounted to \$195,445.23.

22. On-Behalf Payments

During the year ended June 30, 2014, the State of Tennessee made payments of \$1,124,832.00 on behalf of the System for retirees participating in the Medicare Supplement Plan. The Medicare Supplement Plan is a postemployment benefit healthcare plan and is discussed further in Note 14. The plan is reported in the State of Tennessee Comprehensive Annual Financial Report (CAFR). The CAFR is available on the state's website at <http://www.tn.gov/finance/act/cafr.shtml>.

23. Voluntary Buyout and Reduction in Force Programs

The System had two institutions participating in voluntary buyout and/or reduction in force programs during FY 2014. The details of each plan are outlined below:

University of Memphis

UOM implemented a Voluntary Buyout Program beginning in fiscal year 2011 as a strategy to assist in addressing budgetary constraints due to several years of state appropriation reductions and potential budget reductions in the forthcoming fiscal years. The University had 26 employees participate in the Voluntary Buyout Plan with 15 terminating by June 30, 2011, 7 terminating by June 30, 2012 and 4 terminating by June 30, 2013.

Each participant received 150% of their institutional base salary calculated on the date of separation, to be paid over a three year time period in three equal annual installments. As of June 30, 2014, expenditures for salary payout of the Voluntary Buyout Plan were \$2,557,541.96. Accrued expenses for severance pay were \$674,028.39 at June 30, 2014.

The University implemented a Reduction In Force (RIF) plan in fiscal year 2014 where positions were eliminated or changed to require different skills. Severance benefits for employees who lost their positions due to the RIF included a payment of \$3,200 and tuition assistance at any State of Tennessee public higher education institution for 2 years. At June 30, 2014, severance payments were paid to 62 employees in the amount of \$198,400. Accrued expenses for educational assistance were \$125,280 at June 30, 2014.

Walters State Community College

The college implemented a Voluntary Buyout Plan (VBP) in fiscal year 2014 as a strategy to assist the college in addressing budgetary constraints due to several years of state appropriation reductions and potential budget reductions in the forthcoming fiscal years. The college had 21 employees participate in the Voluntary Buyout Plan with 21 terminating by June 30, 2014.

There were two options of service pay available to eligible VBP participants. They could choose to receive either a service payment of \$500 for each full year of State of Tennessee service or three times their current monthly salary as of their voluntary separation date. The college paid all severance pay in a lump sum by July 31, 2014.

VBP participants are also eligible for free tuition at Walters State for two years from their date of separation.

Additional incentives offered by the VBP were amounts equivalent to the participant's fiscal year 2014 – 2015 longevity payment and an amount equivalent to the employer's cost for 12 months of health insurance at the participant's premium rate in effect at their voluntary separation date. The college paid these amounts along with the severance pay in a lump sum by July 31, 2014.

As of June 30, 2014, expenditures for payout of accrued annual leave was \$124,087.67. Accrued expenses for severance pay were \$514,367.17 at June 30, 2014.

24. Component Units

The foundations are legally separate, tax-exempt organizations supporting institutions within the System. The foundations act primarily as fund-raising organizations to supplement the resources that are available to the System in support of System programs. The foundation boards are self-perpetuating and consist of graduates and friends of the System. Although the System does not control the timing or amount of receipts from the foundations, the majority of resources, or income thereon, which the foundations hold and invest, is restricted to the activities of the System by the donors. Because these restricted resources held by the foundations can only be used by, or for the benefit of, the System, the foundations are considered a component unit of the System and are discretely presented in the System's financial statements.

During the year ended June 30, 2014, the foundations made distributions of \$43,623,457.51 to or on behalf of the System for both restricted and unrestricted purposes. Complete financial statements for each foundation can be obtained from the appropriate address:

APSU Foundation:
Austin Peay State University
Donna Johansen, Accounting Services
PO Box 4635
Clarksville, TN 37044

ETSU Foundation:
David Collins
Vice President, Finance & Admin
P. O. Box 70601
Johnson City, TN 37614

MEAC:
Russell Lewis
Executive Director, MEAC
P.O. Box 699
Mountain Home, TN, 37684

MTSU Foundation:
Joe Bales
Vice President, University Advancement
MTSU
1301 East Main Street
Murfreesboro, TN 37132

TSU Foundation:
Betsy Jackson
Executive Director
3500 John A. Merritt Blvd
Nashville, TN 37209

JSCC Foundation:
Horace Chase
2046 North Parkway
Jackson, TN 38301

MSCC Foundation:
Hilda Tunstill
Motlow College Foundation
P.O. Box 8500
Lynchburg, TN 37352

NASCC Foundation:
Mary Cross
Nashville State Community College
120 White Bridge Road
Nashville, TN, 37209

NESCC Foundation:
Steve R. Campbell
Vice President for Business Affairs
Northeast State Community College
P. O. Box 246
Blountville, TN 37617-0246

PSCC Foundation:
Pellissippi State Community College
P.O. Box 22990
Knoxville, TN 37933-0990

TTU Foundation:
Tennessee Technological University
Office of the Vice President
for Planning and Finance
P.O. Box 5037
Cookeville, TN 38505

RSCC Foundation:
Roane State Community College Foundation
276 Patton Lane
Harriman, TN 37748

UOM Foundation:
Managing Director
635 Normal Street
Memphis, TN 38152-3750

STCC Foundation:
Karen Nippert
5983 Macon Cove
Memphis, TN 38134

ChSCC Foundation:
Tammy Swenson
Vice President for Business & Finance
Chattanooga State Technical Community College
4501 Amnicola Highway
Chattanooga, TN 37406

VSCC Foundation:
Volunteer State College Foundation
1480 Nashville Pike
Gallatin, TN 37066

CLSCC Foundation:
Adam Lowe
Cleveland State Community College
P. O. Box 3570
Cleveland, Tennessee 37320

WSCC Foundation:
Mark Hurst
Walters State Community College Foundation
PO Box 1508
Morristown, TN 37816-1508

DSCC Foundation:
Lowell Hoffmann
Vice President, Finance and Administrative Services
Dyersburg State Community College
1510 Lake Road
Dyersburg, TN 38024

TCAT at Shelbyville Foundation
Hilda Tunstill
P.O. Box 8500
Lynchburg, TN 37352

The ETSU Foundation, MEAC, the TSU Foundation, the TTU Foundation, the STCC Foundation, and the WSCC Foundation are nonprofit organizations that report under GASB standards. All other foundations report under FASB standards. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. With the exception of necessary presentation adjustments, no modifications have been made to the foundations' financial information in the institutions' financial report for these differences. When the disclosure requirements are different, two disclosures are presented below, one for the consolidated FASB foundations and one for the consolidated GASB foundations.

Fair Value Measurements (FASB Foundations). The foundations report certain assets and liabilities at fair value. Fair value has been determined using quoted prices in active markets for identical assets and liabilities that are accessible at the measurement date (Level 1), inputs other than quoted market prices included in Level 1 that are directly or indirectly observable for the asset or liability (Level 2), or significant unobservable inputs (Level 3). The following table categorizes the recurring fair value measurements for assets and liabilities at June 30, 2014:

	Total Fair Value at June 30, 2014	Quoted Prices: Level 1	Significant Other Inputs: Level 2	Significant Unobservable Inputs: Level 3
Assets:				
Cash equivalents	\$ 3,595,113.43	\$ 3,595,113.43		
Investments	279,632,490.23	134,186,222.40	\$ 53,592,348.93	\$ 91,853,918.90
Pledges receivable	13,495,238.60			13,495,238.60
Other assets	72,778.76			72,778.76
Total assets	\$ 296,795,621.02	\$ 137,781,335.83	\$ 53,592,348.93	\$ 105,421,936.26
Liabilities:				
Charitable gift annuities	\$ 94,438.31	\$ 10,183.04		\$ 84,255.27
Split interest agreements	6,545.64			6,545.64
Total liabilities	\$ 100,983.95	\$ 10,183.04		\$ 90,800.91

The following table reconciles beginning and ending balance of all assets/liabilities valued using Level 3 inputs:

	Beginning Balance	Total Gains/ Losses, Realized & Unrealized	Purchases	Issuances	Settlements	Transfers In/ Out of Level 3	Ending Balance
Assets:							
Investments	\$ 52,346,843.24	\$ 12,569,299.44	\$ 68,077,293.78	\$ 4,176.44	\$ (590,000.00)	\$ (40,553,694.00)	\$ 91,853,918.90
Pledges receivable	15,379,032.78	(794,718.43)	14,809.76		(999,640.51)	(104,245.00)	13,495,238.60
Other assets	64,885.27	7,893.49					72,778.76
Total assets	\$ 67,790,761.29	\$ 11,782,474.50	\$ 68,092,103.54	\$ 4,176.44	\$ (1,589,640.51)	\$ (40,657,939.00)	\$ 105,421,936.26
Liabilities:							
Charitable gift annuities	\$ 69,879.79	\$ 14,950.43		\$ 13,615.90	\$ (14,190.85)		\$ 84,255.27
Split interest agreements	7,157.91	1,149.14			(1,761.41)		6,545.64
Total liabilities	\$ 77,037.70	\$ 16,099.57		\$ 13,615.90	\$ (15,952.26)		\$ 90,800.91

All gains and losses, both realized and unrealized, have been reported on the statement of revenues, expenses, and changes in net position as investment income. Of this total, (\$2,082,002.40) are attributable to the change in unrealized gains or losses relating to those assets and liabilities still held at June 30, 2014.

Cash and Cash Equivalents (FASB Foundations) – Cash and cash equivalents consisted of demand deposit accounts, certificates of deposit, State of Tennessee Local Government Investment Pool account administered by the State Treasurer, mutual funds, money market funds, and other cash equivalents. Uninsured bank balances at June 30, 2014, totaled \$12,699,563.27.

Cash and Cash Equivalents (GASB Foundations) – In addition to demand deposits and petty cash on hand, this classification includes instruments which are readily convertible to known amounts of cash and which have original maturities of three months or less. At June 30, 2014, cash and cash equivalents consisted of \$12,357,602.16 in bank accounts, \$2,900.00 of petty cash on hand, \$10,213,109.24 in the State of Tennessee Local Government Investment Pool administered by the State Treasurer, \$2,193,496.88 in money market accounts, \$5,024,069.91 in money market mutual funds, and \$11,716,398.97 in other funds.

The foundations also have deposits in the Local Government Investment Pool (LGIP) administered by the State Treasurer. The LGIP is part of the Pooled Investment Fund. The fund's required risk disclosures are presented in the *State of Tennessee Treasurer's Report*. That report is available on the state's website at <http://www.tn.gov/treasury>.

Investments (FASB Foundations) – Investments are recorded on the date of contribution and are stated at market value. Unrealized gains and losses are determined by the difference between market values at the beginning and end of the year. Investment securities held at year-end were as follows:

	June 30, 2014	
	Cost	Market Value
US treasury	\$ 1,405,516.72	\$ 1,699,899.09
US agencies	1,890,284.34	1,914,828.58
Certificates of deposit	1,857,198.93	1,862,511.22
Corporate stock	15,918,870.44	20,168,533.42
Corporate bonds	7,526,197.95	5,770,800.44
Mutual bond funds	50,973,008.29	52,640,753.26
Mutual equity funds	36,212,186.20	50,552,392.25
Money market funds	2,263,562.47	2,256,221.82
Land	2,500,000.00	3,147,946.98
Life insurance	-	90,341.87
Annuity	180,000.00	188,744.62
Interest in limited partnership	77,902,472.00	91,016,385.00
Offshore hedge fund-of-funds	24,459,091.49	30,439,277.44
Other	19,593,021.76	17,883,854.24
Total	\$ 242,681,410.59	\$ 279,632,490.23

Investments (GASB Foundations) – The foundations are authorized to invest funds in accordance with their board of directors’ policies. All investments permitted to be reported at fair value under GASB Statement 31 are reported at fair value, including those with a maturity date of one year or less at the time of purchase.

As of June 30, 2014, the foundations had the following investments and maturities:

Investment Type	Fair Value	Investment Maturities (In Years)				
		Less than 1 yr	1 to 5 yrs	6 to 10 yrs	More than 10 yrs	No Maturity Date
US treasuries	\$ 3,246,035.29	\$ 50,707.16	\$ 77,284.76	\$ 3,118,043.37		
US agencies	1,037,611.11	74,023.68	963,587.43			
Corporate stocks	47,891,814.34					\$ 47,891,814.34
Corporate bonds	15,604,500.08	4,031,941.28	10,649,072.29	923,486.51		-
Mutual bond funds	27,621,134.70	1,142,697.82	7,084,053.23	3,999,310.87	\$ 7,368,958.00	8,026,114.78
Mutual equity funds	82,906,845.02					82,906,845.02
Certificates of deposit	13,479,865.00	7,313,537.00	5,751,328.00			415,000.00
Land	154,000.00					154,000.00
Other	32,516,721.34	5,024,069.91	86,130.31	1,083,520.49	1,028,416.73	25,294,583.90
Less amount classified as cash and cash equivalents						
Mutual equity funds	(26,221.81)					(26,221.81)
Other	(7,369,737.89)	(5,024,069.91)				(2,345,667.98)
Total	\$ 217,062,567.18	\$ 12,612,906.94	\$ 24,611,456.02	\$ 9,124,361.24	\$ 8,397,374.73	\$ 162,316,468.25

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair values of a debt instrument. The foundations do not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value arising from increasing interest rates.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The foundations have no investment policy limiting its investment choices based on ratings issued by nationally recognized statistical rating organizations. Securities are rated using Standard and Poor's, Moody's, and/or Fitch's and are presented below using the Standard and Poor's rating scale. As of June 30, 2014, the foundations' investments were rated as follows:

		Credit Quality Rating					
Investment Type	Fair Value	AAA	AA	A	BBB	BB	Unrated
LGIP	\$ 10,213,109.24						\$ 10,213,109.24
US agencies	1,037,611.11		\$ 1,037,611.11				
Corporate bonds	15,604,500.08	\$ 269,068.46	3,311,940.41	\$ 8,818,213.36	\$ 3,205,277.85		
Mutual bond funds	27,621,134.70	9,861,974.00	2,386,963.00	2,740,101.00	2,102,256.00	\$ 1,214,976.00	9,314,864.70
CMO	1,150,127.75	698,380.91	451,746.84				
Other	6,072,009.69		1,047,939.78				5,024,069.91
Total	\$ 61,698,492.57	\$ 10,829,423.37	\$ 8,236,201.14	\$ 11,558,314.36	\$ 5,307,533.85	\$ 1,214,976.00	\$ 24,552,043.85

Custodial Credit Risk. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Foundation will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The foundations do not have a deposit policy for custodial credit risk. At June 30, 2014, the foundations had \$75,666.75 of uninsured and unregistered investments for which the securities are held by the counterparty.

Concentration of Credit Risk. Concentration of credit risk is the risk of loss attributed to the magnitude of the System's investment in a single issuer. Foundation policies place no limit on the amount they may invest in any one issuer. More than five percent (5%) of the individual foundation's investments were invested in the following single issuers at June 30, 2014:

Foundation	Issuer	Percentage of Total Investments
MEAC	Bank of Tennessee	49%
	First Tennessee Bank	29%
	TriSummit Bank	22%

Foreign Currency Risk. Foreign currency risk is the risk that changes in exchange rates will adversely affect the cash flows or fair value of a transaction. The Foundations place no limit on the amount they may invest in foreign currency. The Foundation's exposure to foreign currency risk at June 30, 2014, is as follows:

Foundation	Investment	Currency	Maturity	Fair Value
WSCC Foundation	Mutual bond funds	Various	N/A	\$65,749.76
	Mutual equity funds	Various	N/A	\$14,415.17

Alternative Investments (GASB and FASB foundations) – The following foundations held alternative investments at June 30, 2014:

Foundation	Investment	Fair Value at June 30, 2014
MTSU Foundation	Offshore hedge fund-of-funds	\$ 30,439,277.44
TSU Foundation	Real estate investment trusts	\$ 2,268,916.87
TTU Foundation	Hedge funds	\$ 8,542,898.03
UOM Foundation	Limited partnership/LLC investments	\$ 86,220,046.00
CHSCC Foundation	Limited partnership hedge fund	\$ 694,865.00
CLSCC Foundation	Bradley County Financial	\$ 17,490.00
PSCC Foundation	Hedge funds	\$ 271,355.83
RSCC Foundation	Regions Southeast Timber Fund II, LLC	\$ 191,051.46
WSCC Foundation	Private equity funds	\$ 1,715,570.56

The foundations believe that the carrying amount of their alternative investments is a reasonable estimate of fair value as of June 30, 2014. Because these investments are not readily marketable, the estimated value is subject to uncertainty and, therefore, may differ from the value that would have been used had a ready market for the investments existed, and such differences could be material. These investments are made in accordance with the foundation's investment policy. These investments are designed to enhance diversification and provide reductions in overall portfolio volatility. These fair values are estimated using various valuation techniques.

The MTSU Foundation estimates fair value using various valuation techniques. Each offshore hedge fund-of-funds owned by the Foundation has an annual independent CPA firm audit. Hedge fund values are determined by using monthly reports received directly from the hedge fund-of-funds managers, as well as from the Foundation's registered investment advisors and/or investment custodian.

The TSU Foundation estimates the value of shares for Inland American to be the offering of \$6.94 per share (ignoring purchase price discounts for certain categories of purchasers); provided however that if the company has sold property and has made one or more special distributions to its stockholders of all or a portion of the net proceeds per share will be equal to \$6.94 per share distributed to the stockholders prior to the valuation date. The value of shares for Behringer Harvard is estimated to be the offering of \$4.20 per share (ignoring purchase price discounts for certain categories of purchasers); provided however that if the company has sold property and has made one or more special distributions to its stockholders of all or a portion of the net proceeds per share will be equal to \$4.20 per share distributed to the stockholders prior to the valuation date.

The TTU Foundation estimates the largest of the four funds, accounting for 68% of the fair value of the fund portfolio, using an industry-recognized pricing service. The second largest fund's investments represent 23.6% of the fair value of the fund portfolio. The two remaining private equity and natural resources funds represent 8.4% of the fund portfolio fair values. These three funds' fair values are estimated using various valuation techniques. At June 30, 2014, the three smaller fund's investments were valued at the net asset values as determined by the portfolio managers. The funds are issued audited financial statements on a calendar year basis. Using those audited fair values as a beginning point, valuations are adjusted for net capital activity and marketplace considerations to ascertain the reasonableness of estimated fair values provided by the portfolio managers.

The UOM Foundation estimates fair value using valuation techniques and assumptions chosen by the Foundation's investment managers. Limited partnerships and LLC investments are generally valued at the Foundation's equity in the net asset value (NAV) of the investee. Some investees invest in equity securities which are valued daily based upon quoted prices in active markets. Certain investees maintain underlying holdings of non-marketable securities whose fair values are estimated by management of the investee. Other investees invest their funds through an intermediate entity in a "master-feeder" investment structure. The Foundation values these investments at estimated fair value based upon its equity in the estimated fair value of the investee. These investees are valued at estimated fair value as determined by their management which is based upon the net asset valuations of the underlying investment entities. Fair values for the securities of the underlying investment entities are often not readily available and accordingly, the fair values are estimated by management of those entities.

The CHSCC Foundation estimates the fund's fair value by using the monthly account statements prepared by the fund's third-party accounting administrator.

The CLSCC Foundation estimates the fair value by using the off-market trading price times the number of shares as of June 30, 2014.

The PSCC Foundation estimates the fair value using the net asset value per share of the investments.

The RSCC Foundation estimates fair value based on Regions Southeast Timber Fund II, LLC's Financial Statements as of March 31, 2014, adjusted for an additional investment of \$52,200 in May 2014. The Fund's financial statements are presented on the market value basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP). The Fund's June 30, 2014 statements were not available at the time this report

was completed. Timber and timberlands are stated at fair value, which Region's Southeast Timber Fund II, LLC's management has determined approximates the acquisition cost, adjusted for recent activity and the Fund believes its valuation methodologies are appropriate and consistent with other market participants. Capital Account Reconciliations at market value are received from the fund each quarter which are used as the basis to adjust the Foundation's net carrying value of this investment.

The WSCC Foundation estimates fair values using various methodologies as applicable under generally accepted accounting principles. These valuations are audited on an annual basis by independent accounting firms engaged by the private equity fund managers.

Pledges Receivable (All Foundations) - Pledges receivable are summarized below net of the allowance for doubtful accounts:

	June 30, 2014
Current pledges	\$ 8,635,978.94
Pledges due in one to five years	20,345,426.78
Pledges due after five years	17,975,331.98
Subtotal	46,956,737.70
Less discounts to net present value	(7,481,550.03)
Total pledges receivable, net	\$ 39,475,187.67

Capital Assets (FASB Foundations) - Capital assets at year-end were as follows:

	June 30, 2014
Land	\$ 6,122,336.02
Improvements & infrastructure	1,009,439.46
Buildings	23,084,008.37
Equipment	28,603.20
Art & historical collections	640,033.00
Total	30,884,420.05
Less accumulated depreciation:	
Improvements & infrastructure	436,501.64
Buildings	6,492,801.21
Equipment	16,410.05
Total accumulated depreciation	6,945,712.90
Capital assets, net	\$23,938,707.15

Capital Assets (GASB Foundations) - Capital asset activity for the year ended June 30, 2014, was as follows:

	Beg Balance	Additions	Transfers	Reductions	End Balance
Land	\$ 294,518.71	\$ 1,191,931.47		\$ (236,799.50)	\$ 1,249,650.68
Infrastructure	711,043.00	27,366.00			738,409.00
Buildings	4,467,147.26	3,670,947.30			8,138,094.56
Equipment	4,290,299.00	161,139.00		(148,822.00)	4,302,616.00
Intangible assets	261,685.25				261,685.25
Art & historical collections	6,000,000.00				6,000,000.00
Projects in progress	50,056.62	31,312.67		(81,369.29)	
Total	16,074,749.84	5,082,696.44		(466,990.79)	20,690,455.49
Less accumulated depreciation:					
Infrastructure	506,397.00	62,263.00			568,660.00
Buildings	465,234.27	639,331.37			1,104,565.64
Equipment	3,372,775.00	389,885.00		(142,195.00)	3,620,465.00
Intangible assets	235,516.77	26,168.48			261,685.25
Total accumulated depreciation	4,579,923.04	1,117,647.85		(142,195.00)	5,555,375.89
Capital assets, net	\$ 11,494,826.80	\$ 3,965,048.59		\$ (324,795.79)	\$ 15,135,079.60

Capital Leases (FASB and GASB Foundations) - The WSCC Foundation has a capital lease agreement with the Claiborne County Industrial Development Board for the former Claiborne County High School Building. This agreement has a beginning and ending date of August 2010 to the earlier of January 30, 2023, or upon the retirement of indebtedness incurred by Claiborne County Industrial Development Board to purchase and renovate the former Claiborne County High School building. There is no imputed interest rate. The asset balance at June 30, 2014, was \$2,283,297.16, net of accumulated depreciation of \$214,131.10. The following is a schedule by years of future minimum lease payments under capital leases together with the present value of the net minimum lease payments as of June 30, 2014:

Year ending June 30:	
2015	\$ 108,000.00
2016	108,000.00
2017	108,000.00
2018	108,000.00
2019	108,000.00
2020-2023	381,000.00
Present value of net minimum lease payments	\$ 921,000.00

Long-term liabilities (GASB Foundations) - Long term liability activity for the year ended June 30, 2014, was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current
Notes payable	\$ 1,865,629.95	\$ 750,000.00	\$ (123,209.20)	\$ 2,492,420.75	\$ 203,593.28
Lease obligation	1,029,000.00		(108,000.00)	921,000.00	108,000.00
Compensated absences	768,328.00	48,312.00		816,640.00	163,328.00
Split-interest trust	50,000.00			50,000.00	
Total	\$ 3,712,957.95	\$ 798,312.00	\$ (231,209.20)	\$ 4,280,060.75	\$ 474,921.28

Notes Payable

MEAC borrowed funds to purchase medical office space located in Kingsport, Tennessee. The note bears a fixed interest rate of 5.99%, a minimum annual debt service of \$130,260, and a due date of January 28, 2016. The balance owed was \$1,447,791.00 at June 30, 2014.

The TTU Foundation borrowed funds to gift funds to the Tennessee Tech University for the STEM Building and to purchase the Alumni Building. The notes bear interest rates that range from 0.00% to lowest prime published in the Wall Street Journal, a minimum annual debt service of \$182,222, and due dates of January 2018 and December 2018. The balance owed was \$1,044,629.75 at June 30, 2014.

Debt service requirements to maturity for all notes payable at June 30, 2014, are as follows:

For the Year(s) Ending June 30	Principal	Interest	Total
2015	\$ 203,594.28	\$108,887.92	\$ 312,482.20
2016	1,565,421.25	69,768.95	1,635,190.20
2017	162,018.12	20,204.08	182,222.20
2018	130,524.57	17,438.58	147,963.15
2019	430,862.53	14,634.37	445,496.90
Total	\$2,492,420.75	\$230,933.90	\$2,723,354.65

Long-term liabilities (FASB Foundations) - Long term liabilities at year-end consisted of the following:

	Ending Balance	Current Portion
Loans payable	\$800,000.00	\$ 100,000.00
Other	100,983.95	22,799.75
Total	\$900,983.95	\$ 122,799.75

Loans Payable

The PSCC Foundation borrowed funds from Clayton Bank and Trust to purchase the Strawberry Plains Campus. The loan bears a variable interest rate at prime + 1% with a floor of 4.5%, has a principal amount of \$1,000,000, a minimum debt service of \$100,000 annually plus interest, and a due date of July 31, 2021. The balance owed was \$800,000 at June 30, 2014.

Debt service requirements to maturity for all loans payable at June 30, 2014, are as follows:

For the Year(s) Ending June 30	Principal	Interest	Total
2015	\$100,000.00	\$ 33,087.50	\$ 133,087.50
2016	100,000.00	28,600.00	128,600.00
2017	100,000.00	23,962.50	123,962.50
2018	100,000.00	19,400.00	119,400.00
2019	100,000.00	14,837.50	114,837.50
Thereafter	300,000.00	17,162.50	317,162.50
Total	\$800,000.00	\$ 137,050.00	\$ 937,050.00

Endowments (FASB Foundations) - The foundations' endowments consist of approximately 2,250 individual funds established for a variety of purposes. Their endowments include both donor-restricted endowment funds and funds designated by the Boards of Trustees to function as endowments. As required by GAAP, net position associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of Relevant Law. The Boards of Trustees of the foundations have developed interpretations of the Uniform Prudent Management of Institutional Funds Act (the Act) as adopted by Tennessee. These interpretations vary among foundations. As a result of these interpretations, the foundations classify as permanently restricted net position (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net position is classified as temporarily restricted net position until those amounts are appropriated for expenditure by the foundations in a manner consistent with the standard of prudence prescribed by the Act. In accordance with the Act, the foundations consider the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1. The duration and preservation of the fund
2. The purposes of the foundation and the endowment fund
3. General economic conditions
4. The possible effect of inflation or deflation
5. The expected total return from income and the appreciation of investments
6. Other resources of the foundation
7. The investment policies of the foundation

Composition of Endowment by Net Position Class As of June 30, 2014				
	Permanently Restricted	Temporarily Restricted	Unrestricted	Total
Donor-restricted endowment funds	\$ 155,997,017.63	\$55,339,386.75	\$ (258,907.00)	\$211,077,497.38
Board-designated endowment funds		15,769,301.37	8,558,640.85	24,327,942.22
Total funds	\$ 155,997,017.63	\$71,108,688.12	\$ 8,299,733.85	\$235,405,439.60

Changes in Endowment Net Position As of June 30, 2014				
	Permanently Restricted	Temporarily Restricted	Unrestricted	Total
Endowment net position, beginning of year	\$ 142,943,475.90	\$ 47,740,892.39	\$ 6,611,216.88	\$ 197,295,585.17
Investment return:				
Investment income	17,742.82	7,229,926.00	86,238.61	7,333,907.43
Net appreciation	(2,341.45)	20,876,014.15	1,084,987.71	21,958,660.41
Total investment return	15,401.37	28,105,940.15	1,171,226.32	29,292,567.84
Contributions	8,004,916.15	2,566,372.72	5,740.00	10,577,028.87
Appropriation of assets for expenditure		(6,467,910.11)	(408,721.98)	(6,876,632.09)
Other changes:				
Transfers	(117,074.18)	(31,316.65)	118,647.32	(29,743.51)
Others	5,150,298.39	(805,290.38)	801,625.31	5,146,633.32
Endowment net position, end of year	\$ 155,997,017.63	\$ 71,108,688.12	\$ 8,299,733.85	\$ 235,405,439.60

Funds with Deficiencies. From time to time, the fair value of assets associated with individual donor restricted endowment funds may fall below the level that the foundation is required to retain in a fund of perpetual duration. In accordance with U.S. generally accepted accounting principles, deficiencies of this nature are reported in unrestricted net position. These deficiencies resulted from unfavorable market fluctuations that occurred after the investment of permanently restricted contributions and/or continued appropriation for fees and previously approved budgeted expenditures. At June 30, 2014, deficiencies of this nature totaled (\$258,907.00).

Return Objectives and Risk Parameters. The foundations have adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by their endowments while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the organizations must hold in perpetuity or for a donor-specified period(s) as well as board-designated funds. Under this policy, as approved by the Boards of Trustees, the endowment assets are invested in a manner that is intended to meet the various return objectives. The foundations expect their endowment funds, over time, to provide an average rate of return of approximately 3% to 20% percent annually. Actual returns in any given year may vary from this amount.

Strategies Employed for Achieving Objectives. To satisfy their long-term rate-of-return objectives, the foundations rely on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The foundations target a diversified asset allocation that places a greater emphasis on equity-based investments to achieve their long-term return objectives within prudent risk restraints.

Spending Policy and How the Investment Objectives Relate. The foundations have developed various policies of appropriating funds for distribution each year. In establishing these policies, the foundations considered the long-term expected return on its endowment. Accordingly, over the long-term, the foundations expect the current spending policies to allow their endowments to grow steadily. This is consistent with the foundations' objectives to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term as well as to provide additional real growth through new gifts and investment return.

Endowments (GASB foundations) - If a donor has not provided specific instructions to the foundations, the foundations' policies and procedures permit the foundations to authorize for expenditure the net appreciation (realized and unrealized) of the investments of endowment funds. When administering their power to spend net appreciation, the foundations are required to consider their long-term and short-term needs, present and anticipated financial requirements, expected total return on its investments, price-level trends, and general economic conditions. Any net appreciation that is spent is required to be spent for the purposes for which the endowment was established.

While some foundations spend all investment income, others choose to spend only a portion of the investment income (including changes in the value of investments) each year. Under the various spending plans established by each foundation, different percentages and/or amounts have been authorized for expenditure. At June 30, 2014, net appreciation of \$17,676,892.76 is available to be spent, of which \$8,740,217.54 is included in restricted net position expendable for scholarships and fellowships, \$95,337.00 is included in restricted net position expendable for research, \$821,283.10 is included in restricted net position expendable for instructional departmental uses, \$7,895,113.59 is included in restricted net position expendable for other and \$124,941.53 is included in unrestricted net position.

Support from University/College – During fiscal year 2014, the University/College paid certain payroll costs amounting to \$2,028,530.63 for university/college personnel who also performed services supporting the foundation. Additionally, the University/College paid certain other operating costs amounting to \$302,780.90 supporting the foundation. These support costs paid by the university/college are reflected in the statement of revenues, expenses, and changes in net position as University/College Support, with a like amount included in expenses. The university/college provides office space and the use of certain common

facilities and services to the foundation at no cost. These costs have not been recorded as University/College Support at some of the System's foundations because they are not considered to be significant to the operations of those Foundations.

Prior period adjustment – (All foundations) – Foundation net position was increased in fiscal year 2014 by \$7,369,258.31. This adjustment occurred primarily at the APSU Foundation and was due to unrecorded pledges.

REQUIRED SUPPLEMENTARY INFORMATION
Schedule of Funding Progress for the Tennessee Board of Regents System
For the Year Ended June 30, 2014

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded AAL (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
July 1, 2010	\$ -	\$ 273,449,000.00	\$ 273,449,000.00	0%	\$ 725,219,416.68	41.4%
July 1, 2011	\$ -	\$ 206,457,000.00	\$ 206,457,000.00	0%	\$ 747,041,336.24	37.7%
July 1, 2013	\$ -	\$ 172,695,000.00	\$ 172,695,000.00	0%	\$ 810,124,600.31	21.3%

The amount reported here for covered payroll relates to the fiscal year in which the valuations were performed, with the exception of the July 1, 2010, actuarial valuation. The covered payroll date for the July 1, 2010 actuarial valuation is July 1, 2009.

TENNESSEE BOARD OF REGENTS
Supplementary Information
Unaudited Statement of Cash Flows - Component Units
For the Year Ended June 30, 2014

Cash flows from operating activities:

Gifts and contributions	\$ 46,368,759.10
Grants and contracts	1,891,066.27
Sales and services of educational activities	2,571.96
Sales and services of other activities	386,120.80
Collection from patient charges	36,435,107.00
Payments to suppliers and vendors	(23,666,155.26)
Payments to employees	(23,313,404.00)
Payments for benefits	(2,282,597.00)
Payments for scholarships and fellowships	(9,945,331.33)
Payments to university/college/technology center	(31,517,156.72)
Loans issued to students	(47,979.93)
Collection of loans from students	48,039.77
Auxiliaries	6,261.78
Other receipts (payments), including \$533,661.00 from MEAC to the ETSU Foundation	4,266,332.30
Net cash flows provided (used) by operating activities	<u>(1,368,365.26)</u>

Cash flows from non-capital financing activities:

Gifts and grants received for other than capital or endowment purposes	102,154.27
Private gifts for endowment purposes	13,375,632.19
Changes in deposits held for others	5.43
Other non-capital financing receipts (payments), includes payments from MEAC to ETSU and ETSU Foundation of \$2,877,615.00	(2,798,638.51)
Net cash flows provided (used) by non-capital financing activities	<u>10,679,153.38</u>

Cash flows from capital and related financing activities:

Proceeds from capital debt	750,000.00
Capital grants and gifts received	2,244,495.55
Proceeds from sale of capital assets	408,149.81
Purchase of capital assets and construction	(1,798,543.96)
Principal paid on capital debt and lease	(331,209.20)
Interest paid on capital debt and lease	(126,774.00)
Other capital and related financing receipts (payments)	(3,288.89)
Net cash flows provided (used) by capital and related financing activities	<u>1,142,829.31</u>

Cash flows from investing activities:

Proceeds from sales and maturities of investments	332,358,701.30
Income on investments	30,862,763.42
Purchase of investments	(363,431,845.48)
Other investing receipts (payments)	796,234.34
Net cash provided (used) by investing activities	<u>585,853.58</u>
Net increase (decrease) in cash and cash equivalents	11,039,471.01
Cash and cash equivalents - beginning of year	66,789,161.31
Cash and cash equivalents - end of year	<u><u>\$ 77,828,632.32</u></u>

TENNESSEE BOARD OF REGENTS
Supplementary Information
Unaudited Statement of Cash Flows - Component Units
For the Year Ended June 30, 2014

**Reconciliation of operating loss to net cash
provided (used) by operating activities:**

Operating loss	\$ (3,491,235.04)
Adjustments to reconcile operating loss to net cash provided (used) by operating activities:	
Depreciation expense	1,325,431.28
Gifts in-kind	1,251,619.94
Endowment income per spending plan	(3,524,215.14)
Other adjustments	1,094,249.09
Change in assets, liabilities, and deferrals:	
Receivables, net	886,380.30
Prepaid items	(116,317.27)
Other assets	465,850.38
Deferred outflows	(771,792.95)
Accounts payable	474,220.38
Accrued liabilities	94,074.00
Unearned revenues	325,433.55
Compensated absences	48,311.00
Loans to students	3,802.88
Other	565,822.34
Net cash provided (used) by operating activities	<u>\$ (1,368,365.26)</u>

Non-cash investing, capital, or financing transactions

Gifts in-kind - capital	458,774.00
Unrealized gains/(losses) on investments	19,910,454.32
Gain/(loss) on disposal of capital assets	(15,760.11)
Transfer of capital asset to institution	(88,237.51)
Change in Split Interest Agreement	(21,821.98)



TENNESSEE BOARD OF REGENTS

MEETING:	Quarterly Board Meeting
SUBJECT:	Alumni and Employer Survey Report for the Tennessee Colleges of Applied Technology
DATE:	December 11, 2014
PRESENTER:	Vice Chancellor James D. King
ACTION REQUIRED:	No Action Needed
STAFF'S RECOMMENDATION:	Information Purposes Only

BACKGROUND INFORMATION:

On an annual basis, the Tennessee Colleges of Applied Technology survey students and employers to assess the effectiveness and relevance of each occupational program. These “satisfaction surveys” provide valuable data useful in the evaluation of program content and curriculum, delivery of instruction, development of appropriate technical skills and worker characteristics essential for success in today’s workplace.

The review of external perceptions or survey results, coupled with advisory board conversations, enable the Tennessee Colleges of Applied Technology to continuously improve the occupational programs and students services that significantly impact the economies served by our institutions.

During the 2012-13 academic year, the Tennessee Colleges of Applied Technology began capturing alumni satisfaction data during the exit interview process rather than through end of year surveys mailed to students. This new process resulted in much higher response rates. Surveys were sent to employers of these student completers as in previous reporting years.

For the 2012-13 survey cohort, alumni rated program preparation for employment “Satisfactory” or above in 98% of the weighted responses. Employers rated student performance “Satisfactory” or above in 96% of the weighted responses.

There were approximately 6,640 graduates during the 2012-13 academic year available for job placement. A total of 5,658 graduates were placed in employment for an overall placement rate of 85%, which is a 1% increase over the previous year. The results of the alumni and employer surveys follow:

TCAT Statewide Results of Alumni Survey

How well did your training program prepare you in terms of technical theory and knowledge needed to perform your job?

	2011-12	2012-13
Excellent	58%	50%
Good	34%	36%
Satisfactory	6%	14%
Poor	2%	2%
Total Responses	1,161	5,267

How well did the hands-on projects, clinical or practical experiences received in your training program prepare you for your job?

	2011-12	2012-13
Excellent	58%	61%
Good	30%	30%
Satisfactory	10%	7%
Poor	3%	2%
Total Responses	1,168	5,163

Were instructional tools and equipment in the training program adequate?

	2011-12	2012-13
Excellent	50%	70%
Good	35%	23%
Satisfactory	13%	6%
Poor	3%	1%
Total Responses	1,159	5,398

ADDITIONAL RESPONSES REGARDING :

<u>Category</u>	<u>Satisfactory or Above:</u>
School Administration	99%
Financial Aid Services	98%
Counseling Services	98%
Job Placement Services	97%
Student Life Activities	96%
Physical Condition of Facility	98%

TTC Statewide Results of Employer Survey

Job-Related Technical Knowledge and Theory

	2011-12	2012-13
Excellent	37%	34%
Good	43%	45%
Satisfactory	18%	18%
Poor	3%	2%
Total Responses	1,115	1,227

Technical Skills

	2011-12	2012-13
Excellent	38%	34%
Good	40%	44%
Satisfactory	17%	18%
Poor	4%	4%
Total Responses	1,104	1,225

Work Quality

	2011-12	2012-13
Excellent	45%	40%
Good	36%	39%
Satisfactory	15%	17%
Poor	5%	4%
Total Responses	1,108	1,241

Work Attitude

	2011-12	2012-13
Excellent	45%	49%
Good	36%	30%
Satisfactory	15%	14%
Poor	5%	7%
Total Responses	1,108	1,239

Overall Preparation for the Job

	2011-12	2012-13
Excellent	39%	35%
Good	41%	43%
Satisfactory	16%	17%
Poor	4%	5%
Total Responses	1,124	1,222

Composite Responses

	2011-12	2012-13
Excellent	42%	39%
Good	38%	40%
Satisfactory	15%	17%
Poor	4%	4%
Total Responses	5,439	6,154

Overall Results of Placement

Total Number of Graduates Available for Placement

2011-12	2012-13
6,710	6,640

Total Number of Graduates Placed in Employment

2011-12	2012-13
5,608	5,658
84%	85%



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting
SUBJECT: Institutional Fundraising Report
DATE: December 11, 2014
PRESENTER: David Gregory
ACTION REQUIRED: No Action Needed
STAFF'S RECOMMENDATION:

BACKGROUND INFORMATION:

Annually, institutions across the country report fundraising activities to the Council for Advancement and Support of Education in the Voluntary Support of Education report. This presentation demonstrates how TBR institutions are performing in private fundraising activities. This presentation is for information purposes.



TENNESSEE BOARD OF REGENTS

Institutional Fundraising Report

December 11, 2014

TBR Changed How Private Giving Information is Collected

- Traditionally TBR has annually collected fundraising information from development officers.
- Last year, TBR has moved to collecting information with a form developed by TBR to a nationally reported source: The Voluntary Support for Education (VSE) Report reported to the Council for Aid to Education (CASE).
- Over time, this will allow better consistency of information and better comparability with peer institutions

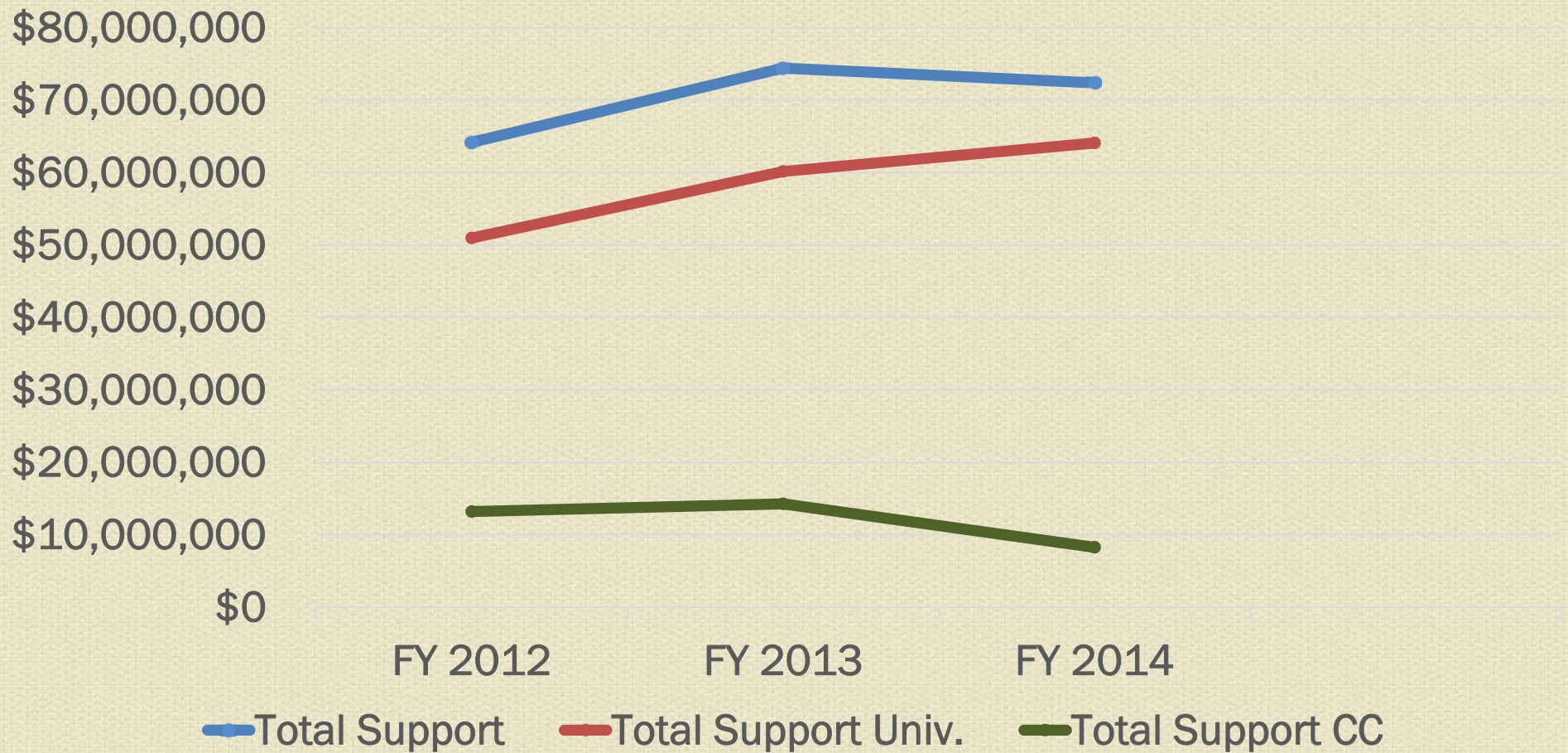


Changes to Reporting

- Governmental donations, grants, or intergovernmental transfers are not reported.



Private Giving FY 2012-2014



TENNESSEE BOARD OF REGENTS

FY 2014

University Private Giving

Institution	Total Support FY 2014	Total Support Annual Average FY 2012-2014	Total Support FY 2014 by Fall 2014 Headcount	Endowment Market Value FY 2014
APSU	\$3,430,931	\$6,118,977	\$330	\$31,209,105
ETSU	\$12,017,955	\$10,324,652	\$818	\$88,635,539
MTSU	\$10,107,373	\$10,783,791	\$423	\$88,350,806
TSU	\$3,168,149	\$2,632,716	\$351	\$50,826,005
TTU	\$4,511,773	\$3,590,258	\$406	\$67,675,546
U of M	\$30,849,513	\$24,949,171	\$1,436	\$245,824,661
Total Universities	\$64,085,694	\$58,399,565	\$707	\$572,521,662



TENNESSEE BOARD OF REGENTS

FY 2014

Community College Private Giving

Institution	Total Support FY 2014	Total Support Annual Average FY 2012-2014	Total Support FY 2014 by Fall 2014 Headcount	Endowment Market Value FY 2014
Chattanooga	\$747,271	\$848,757	\$67	\$2,381,966
Cleveland	\$466,435	\$364,478	\$132	\$5,222,572
Columbia	\$548,450	\$423,150	\$105	\$6,344,978
Dyersburg	\$1,788,728	\$2,501,576	\$549	\$6,901,526
Jackson	\$171,762	\$209,921	\$35	\$1,558,063
Motlow	\$422,396	\$1,010,132	\$89	\$6,142,104
Nashville	\$545,250	\$744,417	\$54	\$365,418



TENNESSEE BOARD OF REGENTS

FY 2014

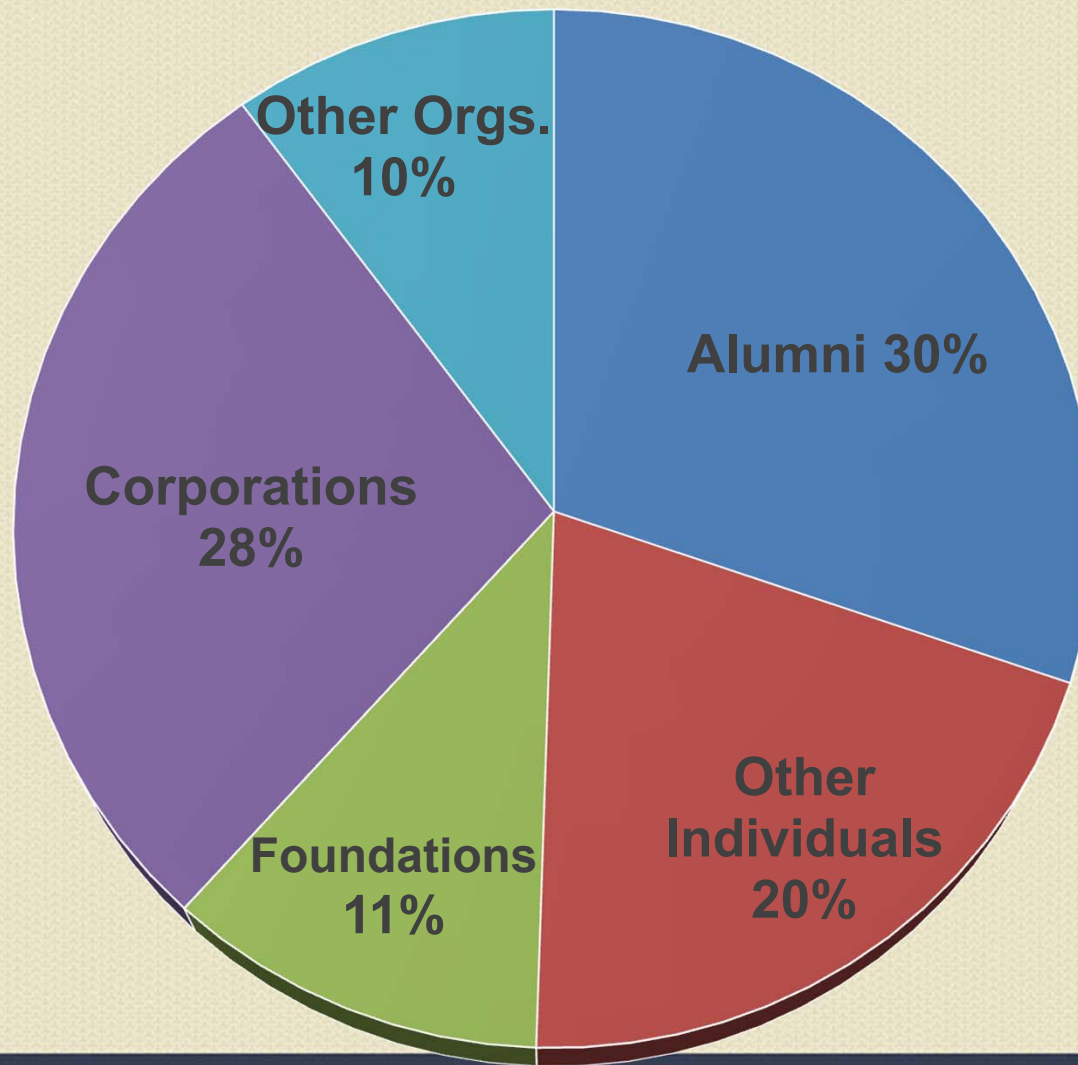
Community College Private Giving

Institution	Total Support FY 2014	Total Support Annual Average FY 2012-2014	Total FY 2014 Support by Fall 2014 Headcount	Endowment Market Value FY 2014
Northeast	\$195,998	\$717,999	\$33	\$9,559,678
Pellissippi	\$698,414	\$923,138	\$69	\$8,256,294
Roane	\$563,779	\$863,593	\$91	\$5,810,092
Southwest	\$466,825	\$1,116,608	\$46	\$1,913,163
Volunteer	\$1,355,312	\$817,771	\$166	\$4,262,300
Walters	\$302,262	\$1,373,754	\$48	\$11,600,205
Total CC	\$8,272,882	\$11,915,294	\$92	\$70,318,359



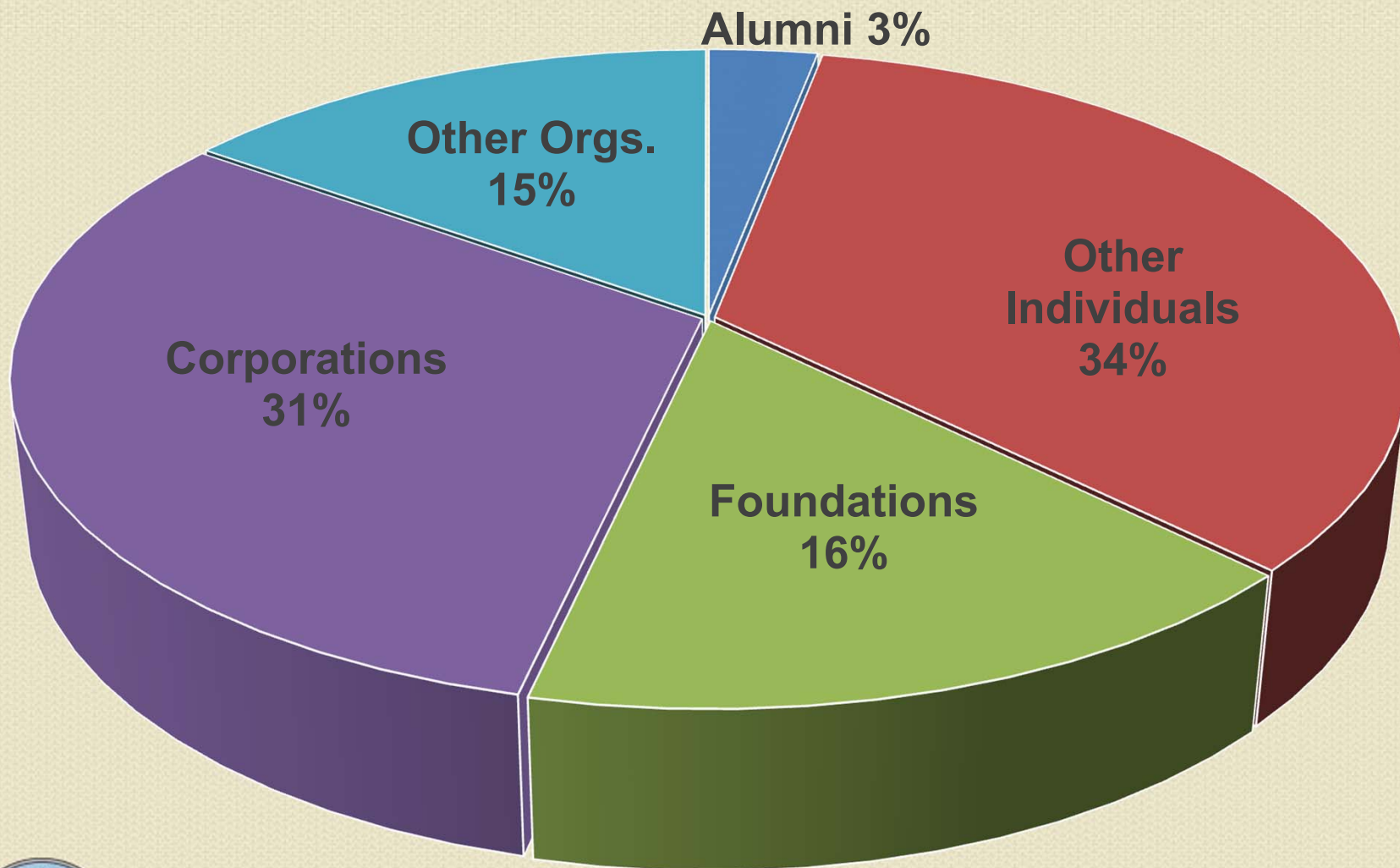
TENNESSEE BOARD OF REGENTS

University Giving Sources



TENNESSEE BOARD OF REGENTS

Community College Giving Sources



TENNESSEE BOARD OF REGENTS



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting

SUBJECT: Critical Conversations for Jobs and the Economy Initiative

DATE: December 11, 2014

PRESENTER: Vice Chancellor Tristan Denley

ACTION REQUIRED: No Action Needed

STAFF'S RECOMMENDATION: Information Item

BACKGROUND INFORMATION:

This system-wide, multimedia initiative for the coordination of higher education research and the economy and workforce development of Tennessee is tasked with broadening the public awareness of the capacity of individuals and organizations with the state to build the jobs and economy for future generations from a local to global scale.

The initiative features:

- a) Videos classified along academic foci of leading researchers (including Chairs of Excellence across the system) discussing their research;
- b) Research Blogs and Wikis to allow researchers across the system collaborative opportunities;
- c) Increased access to the professional development opportunities across the system;
- d) An electronic journal, *Critical Conversations: An Interdisciplinary Journal*.



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting

SUBJECT: Review and Approval of the Criteria for the President of Southwest Tennessee Community College

DATE: December 11, 2014

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The Board will consider approving the criteria for the president of Southwest Tennessee Community College. The draft criteria will be provided under separate cover.



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting
SUBJECT: Approval of Fiscal Year 2014-15 October Revised Budget
DATE: December 11, 2014
PRESENTER: Dale Sims
ACTION REQUIRED: Roll Call Vote
STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The Board will consider the October 31, 2014 revisions to the 2014-15 budgets for the institutions governed by the Board and the Board of Regents Central Office.

The original budgets for FY 2014-15 were developed by institutions in the Spring of 2014 and were submitted to the Board office in May 2014. As such, these budgets included a variety of estimates. These institutional budget submissions were the basis for the Board's June 2014 approval of the initial FY 2014-15 operating budgets (the "Proposed Budget"). The October Revised Budget is based on more recent information, including recognition of the impact of fall enrollment, and includes the effect of revisions from the approved Proposed Budget. Summarized below are the significant differences between the Board approved Proposed Budget and the October Revised Budget.

1. Comparison of Revised and Proposed Beginning Fund Balance

Total beginning fund balance for FY 2014-15 was estimated at \$207,670,500 in the Proposed Budget and \$323,095,300 in the October Revised Budget. The Proposed Budget is developed prior to fiscal year end, therefore, the level of unspent carryforward funds from FY 2013-14 are unknown. This results in an understatement of the beginning fund balance for FY 2014-15 in the Proposed Budget. The October Revised Budget is developed after FY 2013-14 is closed and the actual beginning fund balance for FY 2014-15 is known. These carryforward funds are available to be re-budgeted for expenditure in the 2014-15 October budget.

2. Comparison of Revised and Proposed Revenues

Total revenue for FY 2014-15 of \$2,829,311,700 represents an increase of \$13,403,000 or 0.5% more than the 2014-15 Proposed Budget. The majority of the increase occurred in maintenance and tuition (\$6,082,200) and is due to changes in the enrollment mix of in-state/out-of-state and undergraduate/graduate.

3. Comparison of Expenses by Function and Natural Classification

Research – Increased by \$21,370,600 (or 69%). Changes result from increased faculty splits to research, faculty promotions, graduate assistant fee waivers, and new research initiatives at UOM; a grant matching program and increased temporary/student workers at MTSU; one-time funding at TTU to support strategic research initiatives; and the re-budgeting of increasing carryforward funds unspent in previous years at ETSU and the TSU Agriculture and Environment Institute.

Public Service – Increased by \$5,328,600 (or 25%). Change is due to UOM completing the conferences and institutes budget for FY 2014 and the TSU Cooperative Extension re-budgeting increasing carryforward funds unspent in previous years.

Operating – Increase by \$81,393,300 (or 18%). Change is due to increased costs of utilities, library funding, equipment purchases below \$5,000, safety initiatives, scholarship program increases, athletic expenses, and software maintenance costs across the system. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted operating budgets.

Travel – Increased by \$6,076,800 (or 24%). Travel includes all in-state and out-of-state travel as well as out-of-country travel. Travel is necessary for a variety of reasons, including professional development, recruiting, and athletics. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted travel budgets.

Capital Outlay – Increased by \$1,632,500 (or 12%). Capital outlay includes equipment purchases in excess of \$5,000 as well as local capital projects not included in plant funds. The Fall 2014 tuition increase and the FY 2013-14 unspent carryforward funds allowed campuses to replenish depleted capital outlay budgets.

END

Tennessee Board of Regents
Summary of Unrestricted & Restricted Current Funds Available & Applied

Institutions	Beginning Fund Balance	Unrestricted Revenues	Unrestricted Expenditures and Transfers	Ending Fund Balance	Restricted Revenues	Restricted Expenditures and Transfers	Total Revenues	Total Expenditures and Transfers
APSU	12,081,100	124,757,300	125,459,000	11,379,400	46,160,300	44,482,200	170,917,600	169,941,200
ETSU	20,358,700	205,393,400	213,398,300	12,353,800	70,814,200	69,620,000	276,207,600	283,018,300
MTSU	37,142,500	313,166,000	329,585,500	20,723,000	94,846,000	93,891,000	408,012,000	423,476,500
TTU	26,929,100	166,322,300	182,136,100	11,115,300	54,347,000	54,341,700	220,669,300	236,477,800
TSU	12,023,900	141,668,700	141,634,300	12,058,300	68,943,400	67,099,700	210,612,100	208,734,000
UOM	63,493,200	352,602,000	389,863,000	26,232,200	112,079,800	112,079,800	464,681,800	501,942,800
Total Universities	172,028,500	1,303,909,700	1,382,076,200	93,862,000	447,190,700	441,514,400	1,751,100,400	1,823,590,600
CHSCC	8,640,700	61,204,400	63,248,700	6,596,400	31,998,800	31,998,800	93,203,200	95,247,500
CLSCC	2,747,800	20,366,900	21,256,100	1,858,600	18,598,300	18,598,300	38,965,200	39,854,400
COSCC	5,782,300	28,471,200	31,704,400	2,549,100	21,471,000	21,791,900	49,942,200	53,496,300
DSCC	3,454,800	16,452,000	17,554,300	2,352,500	18,291,000	18,233,000	34,743,000	35,787,300
JSCC	5,822,600	26,793,600	27,890,400	4,725,800	16,478,800	17,121,500	43,272,400	45,011,900
MSCC	5,825,100	26,101,900	26,755,700	5,171,300	11,008,600	11,035,000	37,110,500	37,790,700
NASCC	17,107,800	45,416,700	52,554,300	9,970,200	25,643,700	25,640,000	71,060,400	78,194,300
NESCC	5,657,500	33,065,100	33,323,600	5,399,000	19,347,900	19,347,900	52,413,000	52,671,500
PSCC	10,026,300	62,856,000	67,889,200	4,993,100	28,843,000	28,843,000	91,699,000	96,732,200
RSCC	7,768,800	38,066,700	40,866,600	4,968,900	23,137,700	23,087,100	61,204,400	63,953,700
STCC	13,683,900	61,396,300	62,960,700	12,119,500	34,678,500	34,678,500	96,074,800	97,639,200
VSCC	7,434,700	42,964,000	42,182,400	8,216,300	18,211,000	18,211,000	61,175,000	60,393,400
WSCC	8,860,100	43,721,800	46,067,900	6,514,000	22,113,900	22,113,900	65,835,700	68,181,800
Total Community Colleges	102,812,400	506,876,600	534,254,300	75,434,700	289,822,200	290,699,900	796,698,800	824,954,200
Total TCATs	18,727,600	89,531,900	92,503,100	15,756,400	46,459,200	46,990,700	135,991,100	139,493,800
ETSU College of Medicine	7,197,100	53,530,200	56,333,600	4,393,700	19,291,200	17,590,400	72,821,400	73,924,000
ETSU Family Practice	1,736,800	14,848,200	14,929,300	1,655,700	1,480,000	1,360,100	16,328,200	16,289,400
ETSU College of Pharmacy	918,300	10,665,400	11,288,800	294,900	87,900	85,800	10,753,300	11,374,600
TSU McMinnville NCRS	983,300	560,700	1,365,900	178,100	0	0	560,700	1,365,900
TSU Ag and Envir Research	3,549,200	2,278,500	5,133,800	693,900	0	0	2,278,500	5,133,800
TSU Cooperative Extension	8,552,400	3,108,900	10,905,800	755,500	0	0	3,108,900	10,905,800
TSU Forestry	476,500	179,400	641,900	14,000	0	0	179,400	641,900
Tennessee Board of Regents	6,113,200	29,034,200	30,208,900	4,938,500	10,456,800	10,456,800	39,491,000	40,665,700
Total System	323,095,300	2,014,523,700	2,139,641,600	197,977,400	814,788,000	808,698,100	2,829,311,700	2,948,339,700

Tennessee Board of Regents
Summary of Revenue and Expenditures Budget

	APSU	ETSU	MTSU	TSU	TTU	UoM	Total Universities
Revenues							
State Appropriations	34,281,800	48,140,300	82,466,400	31,108,000	37,763,400	91,350,100	325,110,000
Tuition and Fees	74,778,100	121,007,600	181,246,700	83,181,200	101,006,600	184,043,800	745,264,000
Sales/Services/Other	4,436,200	16,996,900	16,083,700	8,973,200	11,567,000	55,700,100	113,757,100
Sub-total E&G	113,496,100	186,144,800	279,796,800	123,262,400	150,337,000	331,094,000	1,184,131,100
Auxiliary	11,261,200	19,248,600	33,369,200	18,406,300	15,985,300	21,508,000	119,778,600
Restricted	46,160,300	70,814,200	94,846,000	68,943,400	54,347,000	112,079,800	447,190,700
Total Revenues	170,917,600	276,207,600	408,012,000	210,612,100	220,669,300	464,681,800	1,751,100,400
Expenditures and Transfers							
Instruction	53,730,700	92,126,100	141,598,800	55,635,700	72,384,300	165,132,600	580,608,200
Research	707,700	4,534,100	7,674,200	2,500,000	3,689,900	22,573,300	41,679,200
Public Service	388,900	2,229,000	3,721,400	1,113,200	2,995,900	7,086,700	17,535,100
Academic Support	7,895,400	19,472,800	28,512,400	10,291,000	11,754,100	31,406,200	109,331,900
Student Services	20,362,400	24,276,300	39,165,900	18,541,000	24,463,300	63,670,000	190,478,900
Institutional Support	11,802,000	16,523,700	26,466,000	15,874,700	15,215,400	33,612,800	119,494,600
Operation & Maintenance of Plant	9,759,100	14,126,000	24,767,600	11,936,300	13,195,400	30,594,400	104,378,800
Scholarships and Fellowships	6,447,600	15,686,500	13,580,500	5,783,200	8,505,100	16,768,300	66,771,200
Total E&G Expenditures	111,093,800	188,974,500	285,486,800	121,675,100	152,203,400	370,844,300	1,230,277,900
Auxiliary	6,287,100	9,428,600	18,806,900	15,538,800	7,613,900	15,089,000	72,764,300
Restricted	44,482,200	69,620,000	93,891,000	67,099,700	54,341,700	112,079,800	441,514,400
Total Expenditures	161,863,100	268,023,100	398,184,700	204,313,600	214,159,000	498,013,100	1,744,556,600
Transfer to (from) Other Funds							
E&G	3,104,000	5,183,200	10,929,500	1,552,900	13,947,400	-2,052,300	32,664,700
Auxiliary	4,974,100	9,812,000	14,362,300	2,867,500	8,371,400	5,982,000	46,369,300
Sub-total Expenditures & Transfers	169,941,200	283,018,300	423,476,500	208,734,000	236,477,800	501,942,800	1,823,590,600
Addition (Reductions) to Fund Balance							
E&G	-701,700	-8,012,900	-16,619,500	34,400	-15,813,800	-37,698,000	-78,811,500
Restricted	1,678,100	1,194,200	955,000	1,843,700	5,300	0	5,676,300
Auxiliary	0	8,000	200,000	0	0	437,000	645,000
Sub-total	976,400	-6,810,700	-15,464,500	1,878,100	-15,808,500	-37,261,000	-72,490,200
Total	170,917,600	276,207,600	408,012,000	210,612,100	220,669,300	464,681,800	1,751,100,400
Expenditures and Transfers							
E&G	113,496,100	186,144,800	279,796,800	123,262,400	150,337,000	331,094,000	1,184,131,100
Auxiliary	11,261,200	19,248,600	33,369,200	18,406,300	15,985,300	21,508,000	119,778,600
Restricted	46,160,300	70,814,200	94,846,000	68,943,400	54,347,000	112,079,800	447,190,700
Total	170,917,600	276,207,600	408,012,000	210,612,100	220,669,300	464,681,800	1,751,100,400

Tennessee Board of Regents
Summary of Revenue and Expenditures Budget

	ChSCC	ClSCC	CoSCC	DSCC	JSCC	MSCC	NASCC
Revenues							
State Appropriations	26,034,500	8,858,300	12,283,100	7,356,700	11,109,200	10,658,800	15,872,700
Tuition and Fees	32,761,900	11,000,700	15,613,700	8,790,800	14,739,400	14,963,800	28,269,400
Sales/Services/Other	793,000	279,900	269,400	217,500	720,000	322,300	845,000
Sub-total E&G	59,589,400	20,138,900	28,166,200	16,365,000	26,568,600	25,944,900	44,987,100
Auxiliary	1,615,000	228,000	305,000	87,000	225,000	157,000	429,600
Restricted	31,998,800	18,598,300	21,471,000	18,291,000	16,478,800	11,008,600	25,643,700
Total Revenues	93,203,200	38,965,200	49,942,200	34,743,000	43,272,400	37,110,500	71,060,400
Expenditures and Transfers							
Instruction	31,661,200	9,880,600	15,093,000	9,069,200	12,271,700	12,390,300	25,843,000
Research	0	0	0	0	0	0	0
Public Service	100,000	352,100	115,200	11,500	64,100	105,300	426,300
Academic Support	4,617,900	1,245,900	1,401,400	601,000	2,806,200	2,704,900	5,468,800
Student Services	6,926,900	3,059,000	3,991,400	2,035,500	3,116,600	3,816,800	3,665,100
Institutional Support	9,827,100	4,036,100	4,704,600	3,224,900	5,219,500	4,580,300	6,236,500
Operation & Maintenance of Plant	5,256,600	1,982,400	2,818,300	1,768,700	2,347,800	2,605,900	4,430,400
Scholarships and Fellowships	1,001,000	608,500	480,500	843,500	1,277,000	539,400	1,378,000
Total E&G Expenditures	59,390,700	21,164,600	28,604,400	17,554,300	27,102,900	26,742,900	47,448,100
Auxiliary	1,352,000	35,200	71,000	0	0	12,800	6,700
Restricted	31,998,800	18,598,300	21,791,900	18,233,000	17,121,500	11,035,000	25,640,000
Total Expenditures	92,741,500	39,798,100	50,467,300	35,787,300	44,224,400	37,790,700	73,094,800
Transfer to (from) Other Funds							
E&G	2,467,200	44,900	-18,900	-87,000	562,500	0	5,078,100
Auxiliary	38,800	11,400	3,047,900	87,000	225,000	0	21,400
Sub-total Expenditures & Transfers	95,247,500	39,854,400	53,496,300	35,787,300	45,011,900	37,790,700	78,194,300
Addition (Reductions) to Fund Balance							
E&G	-2,268,500	-1,070,600	-419,300	-1,102,300	-1,096,800	-798,000	-7,539,100
Restricted	0	0	-320,900	58,000	-642,700	-26,400	3,700
Auxiliary	224,200	181,400	-2,813,900	0	0	144,200	401,500
Sub-total	-2,044,300	-889,200	-3,554,100	-1,044,300	-1,739,500	-680,200	-7,133,900
Total	93,203,200	38,965,200	49,942,200	34,743,000	43,272,400	37,110,500	71,060,400
Expenditures and Transfers							
E&G	59,589,400	20,138,900	28,166,200	16,365,000	26,568,600	25,944,900	44,987,100
Auxiliary	1,615,000	228,000	305,000	87,000	225,000	157,000	429,600
Restricted	31,998,800	18,598,300	21,471,000	18,291,000	16,478,800	11,008,600	25,643,700
Total	93,203,200	38,965,200	49,942,200	34,743,000	43,272,400	37,110,500	71,060,400

Tennessee Board of Regents
Summary of Revenue and Expenditures Budget

	NESCC	PSCC	RSCC	STCC	VSCC	WSCC	Comm	Total Colleges
Revenues								
State Appropriations	13,259,200	23,451,300	17,267,600	24,719,600	16,266,300	20,381,800		207,519,100
Tuition and Fees	18,903,700	36,645,000	19,688,300	34,879,500	25,986,700	22,150,500		284,393,400
Sales/Services/Other	656,700	2,159,700	825,700	906,000	345,500	914,300		9,255,000
Sub-total E&G	32,819,600	62,256,000	37,781,600	60,505,100	42,598,500	43,446,600		501,167,500
Auxiliary	245,500	600,000	285,100	891,200	365,500	275,200		5,709,100
Restricted	19,347,900	28,843,000	23,137,700	34,678,500	18,211,000	22,113,900		289,822,200
Total Revenues	52,413,000	91,699,000	61,204,400	96,074,800	61,175,000	65,835,700		796,698,800
Expenditures and Transfers								
Instruction	16,371,000	34,046,900	20,002,400	25,639,300	22,954,600	23,832,100		259,055,300
Research	0	0	0	0	0	0		0
Public Service	300,400	504,900	577,000	43,400	350,800	548,800		3,499,800
Academic Support	3,950,100	7,428,800	2,072,600	8,996,500	2,319,100	2,102,900		45,716,100
Student Services	4,398,400	6,986,500	4,874,500	7,843,000	4,922,700	5,705,200		61,341,600
Institutional Support	5,785,000	9,406,500	5,981,400	12,639,700	6,836,900	5,452,900		83,931,400
Operation & Maintenance of Plant	4,843,800	5,560,100	4,320,600	5,148,500	3,735,300	5,304,600		50,123,000
Scholarships and Fellowships	195,000	1,875,500	787,400	1,917,000	778,200	468,400		12,149,400
Total E&G Expenditures	35,843,700	65,809,200	38,615,900	62,227,400	41,897,600	43,414,900		515,816,600
Auxiliary	0	200,000	47,800	646,000	83,000	32,100		2,486,600
Restricted	19,347,900	28,843,000	23,087,100	34,678,500	18,211,000	22,113,900		290,699,900
Total Expenditures	55,191,600	94,852,200	61,750,800	97,551,900	60,191,600	65,560,900		809,003,100
Transfer to (from) Other Funds								
E&G	-2,532,400	1,350,000	1,893,600	87,300	0	2,377,800		11,223,100
Auxiliary	12,300	530,000	309,300	0	201,800	243,100		4,728,000
Sub-total Expenditures & Transfers	52,671,500	96,732,200	63,953,700	97,639,200	60,393,400	68,181,800		824,954,200
Addition (Reductions) to Fund Balance								
E&G	-491,700	-4,903,200	-2,727,900	-1,809,600	700,900	-2,346,100		-25,872,200
Restricted	0	0	50,600	0	0	0		-877,700
Auxiliary	233,200	-130,000	-72,000	245,200	80,700	0		-1,505,500
Sub-total	-258,500	-5,033,200	-2,749,300	-1,564,400	781,600	-2,346,100		-28,255,400
Total	52,413,000	91,699,000	61,204,400	96,074,800	61,175,000	65,835,700		796,698,800
Expenditures and Transfers								
E&G	32,819,600	62,256,000	37,781,600	60,505,100	42,598,500	43,446,600		501,167,500
Auxiliary	245,500	600,000	285,100	891,200	365,500	275,200		5,709,100
Restricted	19,347,900	28,843,000	23,137,700	34,678,500	18,211,000	22,113,900		289,822,200
Total	52,413,000	91,699,000	61,204,400	96,074,800	61,175,000	65,835,700		796,698,800

Tennessee Board of Regents
Summary of Revenue and Expenditures Budget

	ECOM	EFAM	EPHRM	TBR	TSUAG	TSUEX	TSUF
Revenues							
State Appropriations	28,971,400	6,136,700	0	9,578,200	2,278,500	3,108,900	179,400
Tuition and Fees	9,612,400	0	10,630,400	0	0	0	0
Sales/Services/Other	14,946,400	8,711,500	35,000	19,456,000	0	0	0
Sub-total E&G	53,530,200	14,848,200	10,665,400	29,034,200	2,278,500	3,108,900	179,400
Auxiliary	0	0	0	0	0	0	0
Restricted	19,291,200	1,480,000	87,900	10,456,800	0	0	0
Total Revenues	72,821,400	16,328,200	10,753,300	39,491,000	2,278,500	3,108,900	179,400
Expenditures and Transfers							
Instruction	38,960,800	9,952,300	6,480,400	0	0	0	0
Research	3,984,700	346,900	526,100	0	4,133,800	0	641,900
Public Service	0	0	0	0	0	5,905,800	0
Academic Support	5,719,700	2,826,500	1,325,600	0	0	0	0
Student Services	1,575,800	0	611,700	0	0	0	0
Institutional Support	2,676,600	1,270,000	595,300	24,285,800	0	0	0
Operation & Maintenance of Plant	6,450,700	270,700	540,200	444,600	0	0	0
Scholarships and Fellowships	260,000	0	0	10,000	0	0	0
Total E&G Expenditures	59,628,300	14,666,400	10,079,300	24,740,400	4,133,800	5,905,800	641,900
Auxiliary	0	0	0	0	0	0	0
Restricted	17,590,400	1,360,100	85,800	10,456,800	0	0	0
Total Expenditures	77,218,700	16,026,500	10,165,100	35,197,200	4,133,800	5,905,800	641,900
Transfer to (from) Other Funds							
E&G	-3,294,700	262,900	1,209,500	5,468,500	1,000,000	5,000,000	0
Auxiliary	0	0	0	0	0	0	0
Sub-total Expenditures & Transfers	73,924,000	16,289,400	11,374,600	40,665,700	5,133,800	10,905,800	641,900
Addition (Reductions) to Fund Balance							
E&G	-2,803,400	-81,100	-623,400	-1,174,700	-2,855,300	-7,796,900	-462,500
Restricted	1,700,800	119,900	2,100	0	0	0	0
Auxiliary	0	0	0	0	0	0	0
Sub-total	-1,102,600	38,800	-621,300	-1,174,700	-2,855,300	-7,796,900	-462,500
Total	72,821,400	16,328,200	10,753,300	39,491,000	2,278,500	3,108,900	179,400
Expenditures and Transfers							
E&G	53,530,200	14,848,200	10,665,400	29,034,200	2,278,500	3,108,900	179,400
Auxiliary	0	0	0	0	0	0	0
Restricted	19,291,200	1,480,000	87,900	10,456,800	0	0	0
Total	72,821,400	16,328,200	10,753,300	39,491,000	2,278,500	3,108,900	179,400

Tennessee Board of Regents
Summary of Revenue and Expenditures Budget

	TSUMC	Total Other Instit	Total TCATs	Total System
Revenues				
State Appropriations	560,700	50,813,800	50,970,600	634,413,500
Tuition and Fees	0	20,242,800	30,606,100	1,080,506,300
Sales/Services/Other	0	43,148,900	3,479,200	169,640,200
Sub-total E&G	560,700	114,205,500	85,055,900	1,884,560,000
Auxiliary	0	0	4,476,000	129,963,700
Restricted	0	31,315,900	46,459,200	814,788,000
Total Revenues	560,700	145,521,400	135,991,100	2,829,311,700
Expenditures and Transfers				
Instruction	0	55,393,500	52,589,300	947,646,300
Research	865,900	10,499,300	0	52,178,500
Public Service	0	5,905,800	0	26,940,700
Academic Support	0	9,871,800	7,700	164,927,500
Student Services	0	2,187,500	10,669,400	264,677,400
Institutional Support	0	28,827,700	14,640,700	246,894,400
Operation & Maintenance of Plant	0	7,706,200	10,093,900	172,301,900
Scholarships and Fellowships	0	270,000	732,900	79,923,500
Total E&G Expenditures	865,900	120,661,800	88,733,900	1,955,490,200
Auxiliary	0	0	3,860,700	79,111,600
Restricted	0	29,493,100	46,990,700	808,698,100
Total Expenditures	865,900	150,154,900	139,585,300	2,843,299,900
Transfer to (from) Other Funds				
E&G	500,000	10,146,200	-91,500	53,942,500
Auxiliary	0	0	0	51,097,300
Sub-total Expenditures & Transfers	1,365,900	60,301,100	139,493,800	2,948,339,700
Addition (Reductions) to Fund Balance				
E&G	-805,200	-16,602,500	-3,586,500	-124,872,700
Restricted	0	1,822,800	-531,500	6,089,900
Auxiliary	0	0	615,300	-245,200
Sub-total	-805,200	-14,779,700	-3,502,700	-119,028,000
Total	560,700	145,521,400	135,991,100	2,829,311,700
Expenditures and Transfers				
E&G	560,700	114,205,500	85,055,900	1,884,560,000
Auxiliary	0	0	4,476,000	129,963,700
Restricted	0	31,315,900	46,459,200	814,788,000
Total	560,700	145,521,400	135,991,100	2,829,311,700

Tennessee Board of Regents
Summary of Unrestricted E & G Revenue Dollars & Percent by Budget Category

	APSU	ETSU	MTSU	TSU	TTU	UoM	Total Universities
Tuition & Fees							
Dollar	74,778,100	121,007,600	181,246,700	83,181,200	101,006,600	184,043,800	745,264,000
Percent	65.89%	65.01%	64.78%	67.48%	67.19%	55.59%	62.94%
State Appropriation							
Dollar	34,281,800	48,140,300	82,466,400	31,108,000	37,763,400	91,350,100	325,110,000
Percent	30.21%	25.86%	29.47%	25.24%	25.12%	27.59%	27.46%
Sales & Service of Educational Activities							
Dollar	0	1,504,900	570,000	197,100	1,792,600	3,695,100	7,759,700
Percent	0.00%	0.81%	0.20%	0.16%	1.19%	1.12%	0.66%
Other Sources							
Dollar	4,436,200	15,492,000	15,513,700	8,776,100	9,774,400	52,005,000	105,997,400
Percent	3.91%	8.32%	5.54%	7.12%	6.50%	15.71%	8.95%
Total Education & General							
Dollar	113,496,100	186,144,800	279,796,800	123,262,400	150,337,000	331,094,000	1,184,131,100
Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Auxiliaries							
Dollar	11,261,200	19,248,600	33,369,200	18,406,300	15,985,300	21,508,000	119,778,600
Total Unrestricted							
Dollar	124,757,300	205,393,400	313,166,000	141,668,700	166,322,300	352,602,000	1,303,909,700

Tennessee Board of Regents
Summary of Unrestricted E & G Revenue Dollars & Percent by Budget Category

	ChSCC	ClSCC	CoSCC	DSCC	JSCC	MSCC	NASCC
Tuition & Fees							
Dollar	32,761,900	11,000,700	15,613,700	8,790,800	14,739,400	14,963,800	28,269,400
Percent	54.98%	54.62%	55.43%	53.72%	55.48%	57.68%	62.84%
State Appropriation							
Dollar	26,034,500	8,858,300	12,283,100	7,356,700	11,109,200	10,658,800	15,872,700
Percent	43.69%	43.99%	43.61%	44.95%	41.81%	41.08%	35.28%
Sales & Service of Educational Activities							
Dollar	280,000	8,700	32,000	11,600	153,300	43,100	2,500
Percent	0.47%	0.04%	0.11%	0.07%	0.58%	0.17%	0.01%
Other Sources							
Dollar	513,000	271,200	237,400	205,900	566,700	279,200	842,500
Percent	0.86%	1.35%	0.84%	1.26%	2.13%	1.08%	1.87%
Total Education & General							
Dollar	59,589,400	20,138,900	28,166,200	16,365,000	26,568,600	25,944,900	44,987,100
Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Auxiliaries							
Dollar	1,615,000	228,000	305,000	87,000	225,000	157,000	429,600
Total Unrestricted							
Dollar	61,204,400	20,366,900	28,471,200	16,452,000	26,793,600	26,101,900	45,416,700

Tennessee Board of Regents
Summary of Unrestricted E & G Revenue Dollars & Percent by Budget Category

	NESCC	PSCC	RSCC	STCC	VSCC	WSCC	Total Comm Colleges
Tuition & Fees							
Dollar	18,903,700	36,645,000	19,688,300	34,879,500	25,986,700	22,150,500	284,393,400
Percent	57.60%	58.86%	52.11%	57.65%	61.00%	50.98%	56.75%
State Appropriation							
Dollar	13,259,200	23,451,300	17,267,600	24,719,600	16,266,300	20,381,800	207,519,100
Percent	40.40%	37.67%	45.70%	40.86%	38.19%	46.91%	41.41%
Sales & Service of Educational Activities							
Dollar	43,200	40,000	37,600	160,600	58,600	155,300	1,026,500
Percent	0.13%	0.06%	0.10%	0.27%	0.14%	0.36%	0.20%
Other Sources							
Dollar	613,500	2,119,700	788,100	745,400	286,900	759,000	8,228,500
Percent	1.87%	3.40%	2.09%	1.23%	0.67%	1.75%	1.64%
Total Education & General							
Dollar	32,819,600	62,256,000	37,781,600	60,505,100	42,598,500	43,446,600	501,167,500
Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Auxiliaries							
Dollar	245,500	600,000	285,100	891,200	365,500	275,200	5,709,100
Total Unrestricted							
Dollar	33,065,100	62,856,000	38,066,700	61,396,300	42,964,000	43,721,800	506,876,600

Tennessee Board of Regents
Summary of Unrestricted E & G Revenue Dollars & Percent by Budget Category

	ECOM	EFAM	EPHRM	TBR	TSUAG	TSUEX	TSUF
Tuition & Fees							
Dollar	9,612,400	0	10,630,400	0	0	0	0
Percent	17.96%	0.00%	99.67%	0.00%	0.00%	0.00%	0.00%
State Appropriation							
Dollar	28,971,400	6,136,700	0	9,578,200	2,278,500	3,108,900	179,400
Percent	54.12%	41.33%	0.00%	32.99%	100.00%	100.00%	100.00%
Sales & Service of Educational Activities							
Dollar	13,810,800	8,365,000	0	0	0	0	0
Percent	25.80%	56.34%	0.00%	0.00%	0.00%	0.00%	0.00%
Other Sources							
Dollar	1,135,600	346,500	35,000	19,456,000	0	0	0
Percent	2.12%	2.33%	0.33%	67.01%	0.00%	0.00%	0.00%
Total Education & General							
Dollar	53,530,200	14,848,200	10,665,400	29,034,200	2,278,500	3,108,900	179,400
Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Auxiliaries							
Dollar	0	0	0	0	0	0	0
Total Unrestricted							
Dollar	53,530,200	14,848,200	10,665,400	29,034,200	2,278,500	3,108,900	179,400

Tennessee Board of Regents
Summary of Unrestricted E & G Revenue Dollars & Percent by Budget Category

	TSUMC	Total Other Instit	Total TCAT	Total System
Tuition & Fees				
Dollar	0	20,242,800	30,606,100	1,080,506,300
Percent	0.00%	17.72%	35.98%	57.33%
State Appropriation				
Dollar	560,700	50,813,800	50,970,600	634,413,500
Percent	100.00%	44.49%	59.93%	33.66%
Sales & Service of Educational Activities				
Dollar	0	22,175,800	716,700	31,678,700
Percent	0.00%	19.42%	0.84%	1.68%
Other Sources				
Dollar	0	20,973,100	2,762,500	137,961,500
Percent	0.00%	18.36%	3.25%	7.32%
Total Education & General				
Dollar	560,700	114,205,500	85,055,900	1,884,560,000
Percent	100.00%	100.00%	100.00%	100.00%
Auxiliaries				
Dollar	0	0	4,476,000	129,963,700
Total Unrestricted				
Dollar	560,700	114,205,500	89,531,900	2,014,523,700

Tennessee Board of Regents
Summary of Dollar Allocation Unrestricted Educational and General Revenues

	Tuition & Fees	Pct	State Appropri	Pct	Sales & Services	Pct	Other E&G Sources	Pct	Total E&G	Pct	Auxiliaries	Total Unrestricted
APSU												
30-Jun-2014	73,317,438	65.60%	33,199,358	29.71%	0	0.00%	5,241,789	4.69%	111,758,585	100.00%	11,541,916	123,300,501
01-Jul-2014	73,069,300	65.45%	34,271,500	30.70%	0	0.00%	4,302,200	3.85%	111,643,000	100.00%	12,365,500	124,008,500
31-Oct-2014	74,778,100	65.89%	34,281,800	30.21%	0	0.00%	4,436,200	3.91%	113,496,100	100.00%	11,261,200	124,757,300
ETSU												
30-Jun-2014	116,874,835	64.03%	48,932,400	26.81%	1,473,835	0.81%	15,244,252	8.35%	182,525,322	100.00%	18,995,997	201,521,319
01-Jul-2014	116,180,400	64.11%	48,123,100	26.56%	1,504,800	0.83%	15,411,000	8.50%	181,219,300	100.00%	19,648,000	200,867,300
31-Oct-2014	121,007,600	65.01%	48,140,300	25.86%	1,504,900	0.81%	15,492,000	8.32%	186,144,800	100.00%	19,248,600	205,393,400
MTSU												
30-Jun-2014	181,187,438	64.53%	81,127,292	28.89%	926,031	0.33%	17,541,465	6.25%	280,782,226	100.00%	31,731,269	312,513,495
01-Jul-2014	184,864,000	65.21%	82,429,100	29.07%	568,500	0.20%	15,650,100	5.52%	283,511,700	100.00%	31,405,500	314,917,200
31-Oct-2014	181,246,700	64.78%	82,466,400	29.47%	570,000	0.20%	15,513,700	5.54%	279,796,800	100.00%	33,369,200	313,166,000
TSU												
30-Jun-2014	77,329,394	66.06%	31,838,484	27.20%	191,775	0.16%	7,695,834	6.57%	117,055,487	100.00%	17,563,578	134,619,065
01-Jul-2014	77,455,900	66.10%	31,113,800	26.55%	197,100	0.17%	8,410,000	7.18%	117,176,800	100.00%	17,376,300	134,553,100
31-Oct-2014	83,181,200	67.48%	31,108,000	25.24%	197,100	0.16%	8,776,100	7.12%	123,262,400	100.00%	18,406,300	141,668,700
TTU												
30-Jun-2014	94,054,088	65.25%	39,080,184	27.11%	1,549,052	1.07%	9,470,175	6.57%	144,153,499	100.00%	17,184,162	161,337,661
01-Jul-2014	97,068,100	66.57%	37,752,700	25.89%	1,499,100	1.03%	9,495,700	6.51%	145,815,600	100.00%	15,975,300	161,790,900
31-Oct-2014	101,006,600	67.19%	37,763,400	25.12%	1,792,600	1.19%	9,774,400	6.50%	150,337,000	100.00%	15,985,300	166,322,300
UOM												
30-Jun-2014	183,306,293	53.89%	94,505,970	27.78%	4,462,814	1.31%	57,890,937	17.02%	340,166,014	100.00%	22,054,726	362,220,740
01-Jul-2014	188,908,500	56.45%	91,332,700	27.29%	2,868,900	0.86%	51,542,200	15.40%	334,652,300	100.00%	19,618,500	354,270,800
31-Oct-2014	184,043,800	55.59%	91,350,100	27.59%	3,695,100	1.12%	52,005,000	15.71%	331,094,000	100.00%	21,508,000	352,602,000
Total Universities												
30-Jun-2014	726,069,486	61.72%	328,683,688	27.94%	8,603,507	0.73%	113,084,452	9.61%	1,176,441,133	100.00%	119,071,648	1,295,512,781
01-Jul-2014	737,546,200	62.82%	325,022,900	27.68%	6,638,400	0.57%	104,811,200	8.93%	1,174,018,700	100.00%	116,389,100	1,290,407,800
31-Oct-2014	745,264,000	62.94%	325,110,000	27.46%	7,759,700	0.66%	105,997,400	8.95%	1,184,131,100	100.00%	119,778,600	1,303,909,700

Tennessee Board of Regents
Summary of Dollar Allocation Unrestricted Educational and General Revenues

	Tuition & Fees	Pct	State Appropri	Pct	Sales & Services	Pct	Other E&G Sources	Pct	Total E&G	Pct	Auxiliaries	Total Unrestricted
CHSCC												
30-Jun-2014	33,199,051	54.48%	26,710,690	43.83%	307,192	0.50%	722,638	1.19%	60,939,571	100.00%	1,611,364	62,550,935
01-Jul-2014	33,934,700	55.81%	26,051,300	42.85%	311,000	0.51%	503,900	0.83%	60,800,900	100.00%	1,690,000	62,490,900
31-Oct-2014	32,761,900	54.98%	26,034,500	43.69%	280,000	0.47%	513,000	0.86%	59,589,400	100.00%	1,615,000	61,204,400
CLSCC												
30-Jun-2014	11,347,951	54.92%	9,084,251	43.97%	8,693	0.04%	221,428	1.07%	20,662,323	100.00%	210,290	20,872,613
01-Jul-2014	11,571,300	55.54%	8,865,500	42.55%	8,600	0.04%	390,400	1.87%	20,835,800	100.00%	228,000	21,063,800
31-Oct-2014	11,000,700	54.62%	8,858,300	43.99%	8,700	0.04%	271,200	1.35%	20,138,900	100.00%	228,000	20,366,900
COSCC												
30-Jun-2014	15,272,760	54.75%	12,333,326	44.21%	31,532	0.11%	257,481	0.92%	27,895,099	100.00%	324,670	28,219,769
01-Jul-2014	15,533,900	55.30%	12,287,500	43.74%	33,500	0.12%	237,400	0.85%	28,092,300	100.00%	305,000	28,397,300
31-Oct-2014	15,613,700	55.43%	12,283,100	43.61%	32,000	0.11%	237,400	0.84%	28,166,200	100.00%	305,000	28,471,200
DSCC												
30-Jun-2014	9,260,043	55.06%	7,276,495	43.26%	10,760	0.06%	271,712	1.62%	16,819,010	100.00%	92,234	16,911,244
01-Jul-2014	9,407,800	55.44%	7,343,700	43.28%	11,600	0.07%	205,900	1.21%	16,969,000	100.00%	87,000	17,056,000
31-Oct-2014	8,790,800	53.72%	7,356,700	44.95%	11,600	0.07%	205,900	1.26%	16,365,000	100.00%	87,000	16,452,000
JSCC												
30-Jun-2014	13,501,721	52.27%	11,570,194	44.79%	179,570	0.70%	578,777	2.24%	25,830,262	100.00%	228,600	26,058,862
01-Jul-2014	14,271,300	54.78%	11,127,600	42.71%	146,500	0.56%	506,200	1.94%	26,051,600	100.00%	225,000	26,276,600
31-Oct-2014	14,739,400	55.48%	11,109,200	41.81%	153,300	0.58%	566,700	2.13%	26,568,600	100.00%	225,000	26,793,600
MSCC												
30-Jun-2014	14,204,710	55.46%	11,074,499	43.24%	53,896	0.21%	280,844	1.10%	25,613,949	100.00%	188,871	25,802,820
01-Jul-2014	14,468,300	56.98%	10,662,000	41.99%	60,600	0.24%	201,600	0.79%	25,392,500	100.00%	157,000	25,549,500
31-Oct-2014	14,963,800	57.68%	10,658,800	41.08%	43,100	0.17%	279,200	1.08%	25,944,900	100.00%	157,000	26,101,900
NASCC												
30-Jun-2014	29,046,942	62.58%	16,067,731	34.62%	10,961	0.02%	1,290,880	2.78%	46,416,514	100.00%	483,436	46,899,950
01-Jul-2014	27,659,400	62.33%	15,890,000	35.81%	2,500	0.01%	824,000	1.86%	44,375,900	100.00%	344,600	44,720,500
31-Oct-2014	28,269,400	62.84%	15,872,700	35.28%	2,500	0.01%	842,500	1.87%	44,987,100	100.00%	429,600	45,416,700
NESCC												
30-Jun-2014	17,306,672	54.84%	13,699,961	43.41%	41,293	0.13%	509,332	1.61%	31,557,258	100.00%	231,849	31,789,107
01-Jul-2014	19,233,600	57.95%	13,266,700	39.97%	50,200	0.15%	639,700	1.93%	33,190,200	100.00%	245,500	33,435,700
31-Oct-2014	18,903,700	57.60%	13,259,200	40.40%	43,200	0.13%	613,500	1.87%	32,819,600	100.00%	245,500	33,065,100
PSCC												
30-Jun-2014	35,425,711	58.97%	22,974,300	38.24%	40,068	0.07%	1,638,900	2.73%	60,078,979	100.00%	554,725	60,633,704
01-Jul-2014	36,760,000	59.18%	23,472,200	37.79%	40,000	0.06%	1,846,800	2.97%	62,119,000	100.00%	640,000	62,759,000
31-Oct-2014	36,645,000	58.86%	23,451,300	37.67%	40,000	0.06%	2,119,700	3.40%	62,256,000	100.00%	600,000	62,856,000
RSCC												
30-Jun-2014	19,932,202	53.08%	16,536,937	44.04%	37,675	0.10%	1,042,715	2.78%	37,549,529	100.00%	299,396	37,848,925
01-Jul-2014	20,577,500	53.22%	17,263,600	44.65%	38,600	0.10%	783,200	2.03%	38,662,900	100.00%	299,300	38,962,200
31-Oct-2014	19,688,300	52.11%	17,267,600	45.70%	37,600	0.10%	788,100	2.09%	37,781,600	100.00%	285,100	38,066,700
STCC												
30-Jun-2014	35,410,444	55.49%	27,630,373	43.30%	146,922	0.23%	621,405	0.97%	63,809,144	100.00%	881,044	64,690,188
01-Jul-2014	37,371,600	59.33%	24,722,500	39.25%	170,600	0.27%	729,300	1.16%	62,994,000	100.00%	820,000	63,814,000
31-Oct-2014	34,879,500	57.65%	24,719,600	40.86%	160,600	0.27%	745,400	1.23%	60,505,100	100.00%	891,200	61,396,300
VSCC												
30-Jun-2014	26,079,261	60.82%	16,198,356	37.78%	58,921	0.14%	542,290	1.26%	42,878,828	100.00%	372,496	43,251,324
01-Jul-2014	26,069,500	61.07%	16,264,000	38.10%	77,500	0.18%	274,600	0.64%	42,685,600	100.00%	365,500	43,051,100
31-Oct-2014	25,986,700	61.00%	16,266,300	38.19%	58,600	0.14%	286,900	0.67%	42,598,500	100.00%	365,500	42,964,000

Tennessee Board of Regents
Summary of Dollar Allocation Unrestricted Educational and General Revenues

	Tuition & Fees	Pct	State Appropri	Pct	Sales & Services	Pct	Other E&G Sources	Pct	Total E&G	Pct	Auxiliaries	Total Unrestricted
WSSC												
30-Jun-2014	21,196,909	50.15%	19,958,468	47.22%	151,566	0.36%	961,739	2.28%	42,268,682	100.00%	275,251	42,543,933
01-Jul-2014	21,744,500	50.48%	20,388,600	47.34%	189,400	0.44%	749,400	1.74%	43,071,900	100.00%	277,200	43,349,100
31-Oct-2014	22,150,500	50.98%	20,381,800	46.91%	155,300	0.36%	759,000	1.75%	43,446,600	100.00%	275,200	43,721,800
Total Community Colleges												
30-Jun-2014	281,184,377	55.98%	211,115,581	42.03%	1,079,049	0.21%	8,940,141	1.78%	502,319,148	100.00%	5,754,226	508,073,374
01-Jul-2014	288,603,400	57.12%	207,605,200	41.09%	1,140,600	0.23%	7,892,400	1.56%	505,241,600	100.00%	5,684,100	510,925,700
31-Oct-2014	284,393,400	56.75%	207,519,100	41.41%	1,026,500	0.20%	8,228,500	1.64%	501,167,500	100.00%	5,709,100	506,876,600

Tennessee Board of Regents
Summary of Dollar Allocation Unrestricted Educational and General Revenues

	Tuition & Fees	Pct	State Appropri	Pct	Sales & Services	Pct	Other E&G Sources	Pct	Total E&G	Pct	Auxiliaries	Total Unrestricted
ECOM												
30-Jun-2014	9,391,207	17.73%	28,916,500	54.60%	12,829,906	24.23%	1,818,257	3.43%	52,955,870	100.00%	0	52,955,870
01-Jul-2014	9,453,600	17.70%	28,998,500	54.31%	13,810,800	25.86%	1,135,600	2.13%	53,398,500	100.00%	0	53,398,500
31-Oct-2014	9,612,400	17.96%	28,971,400	54.12%	13,810,800	25.80%	1,135,600	2.12%	53,530,200	100.00%	0	53,530,200
EFAM												
30-Jun-2014	0	0.00%	6,123,700	41.72%	8,387,191	57.14%	167,132	1.14%	14,678,023	100.00%	0	14,678,023
01-Jul-2014	0	0.00%	6,137,300	40.51%	8,665,000	57.20%	346,500	2.29%	15,148,800	100.00%	0	15,148,800
31-Oct-2014	0	0.00%	6,136,700	41.33%	8,365,000	56.34%	346,500	2.33%	14,848,200	100.00%	0	14,848,200
EPHRM												
30-Jun-2014	10,526,620	99.47%	0	0.00%	0	0.00%	55,680	0.53%	10,582,300	100.00%	0	10,582,300
01-Jul-2014	10,760,800	99.68%	0	0.00%	0	0.00%	35,000	0.32%	10,795,800	100.00%	0	10,795,800
31-Oct-2014	10,630,400	99.67%	0	0.00%	0	0.00%	35,000	0.33%	10,665,400	100.00%	0	10,665,400
TBR												
30-Jun-2014	0	0.00%	10,048,923	33.64%	0	0.00%	19,820,740	66.36%	29,869,663	100.00%	0	29,869,663
01-Jul-2014	0	0.00%	9,578,700	32.59%	0	0.00%	19,815,600	67.41%	29,394,300	100.00%	0	29,394,300
31-Oct-2014	0	0.00%	9,578,200	32.99%	0	0.00%	19,456,000	67.01%	29,034,200	100.00%	0	29,034,200
TSUAG												
30-Jun-2014	0	0.00%	2,280,500	100.00%	0	0.00%	0	0.00%	2,280,500	100.00%	0	2,280,500
01-Jul-2014	0	0.00%	2,280,500	100.00%	0	0.00%	0	0.00%	2,280,500	100.00%	0	2,280,500
31-Oct-2014	0	0.00%	2,278,500	100.00%	0	0.00%	0	0.00%	2,278,500	100.00%	0	2,278,500
TSUEX												
30-Jun-2014	0	0.00%	3,110,400	100.00%	0	0.00%	0	0.00%	3,110,400	100.00%	0	3,110,400
01-Jul-2014	0	0.00%	3,110,400	100.00%	0	0.00%	0	0.00%	3,110,400	100.00%	0	3,110,400
31-Oct-2014	0	0.00%	3,108,900	100.00%	0	0.00%	0	0.00%	3,108,900	100.00%	0	3,108,900
TSUF												
30-Jun-2014	0	0.00%	179,400	100.00%	0	0.00%	0	0.00%	179,400	100.00%	0	179,400
01-Jul-2014	0	0.00%	179,400	100.00%	0	0.00%	0	0.00%	179,400	100.00%	0	179,400
31-Oct-2014	0	0.00%	179,400	100.00%	0	0.00%	0	0.00%	179,400	100.00%	0	179,400
TSUMC												
30-Jun-2014	0	0.00%	560,700	100.00%	0	0.00%	0	0.00%	560,700	100.00%	0	560,700
01-Jul-2014	0	0.00%	560,700	100.00%	0	0.00%	0	0.00%	560,700	100.00%	0	560,700
31-Oct-2014	0	0.00%	560,700	100.00%	0	0.00%	0	0.00%	560,700	100.00%	0	560,700
Total Other												
30-Jun-2014	19,917,827	17.44%	51,220,123	44.84%	21,217,097	18.58%	21,861,809	19.14%	114,216,856	100.00%	0	114,216,856
01-Jul-2014	20,214,400	17.60%	50,845,500	44.26%	22,475,800	19.57%	21,332,700	18.57%	114,868,400	100.00%	0	114,868,400
31-Oct-2014	20,242,800	17.72%	50,813,800	44.49%	22,175,800	19.42%	20,973,100	18.36%	114,205,500	100.00%	0	114,205,500
Total TCATs												
30-Jun-2014	28,582,755	33.47%	53,085,036	62.17%	800,609	0.94%	2,920,983	3.42%	85,389,383	100.00%	4,642,749	90,032,132
01-Jul-2014	30,103,000	35.62%	51,087,900	60.44%	735,700	0.87%	2,594,100	3.07%	84,520,700	100.00%	4,429,500	88,950,200
31-Oct-2014	30,606,100	35.98%	50,970,600	59.93%	716,700	0.84%	2,762,500	3.25%	85,055,900	100.00%	4,476,000	89,531,900
Total System												
30-Jun-2014	1,055,754,445	56.21%	644,104,428	34.29%	31,700,262	1.69%	146,807,385	7.82%	1,878,366,520	100.00%	129,468,623	2,007,835,143
01-Jul-2014	1,076,467,000	57.30%	634,561,500	33.78%	30,990,500	1.65%	136,630,400	7.27%	1,878,649,400	100.00%	126,502,700	2,005,152,100
31-Oct-2014	1,080,506,300	57.33%	634,413,500	33.66%	31,678,700	1.68%	137,961,500	7.32%	1,884,560,000	100.00%	129,963,700	2,014,523,700

Tennessee Board of Regents
Summary of Unrestricted Educational and General Expenditures by Functional Area

	APSU	ETSU	MTSU	TSU	TTU	UoM	Total Universities
Instruction							
Dollar	53,730,700	92,126,100	141,598,800	55,635,700	72,384,300	165,132,600	580,608,200
Percent	48.37	48.75	49.60	45.72	47.56	44.53	47.19
Research							
Dollar	707,700	4,534,100	7,674,200	2,500,000	3,689,900	22,573,300	41,679,200
Percent	.64	2.40	2.69	2.05	2.42	6.09	3.39
Public Service							
Dollar	388,900	2,229,000	3,721,400	1,113,200	2,995,900	7,086,700	17,535,100
Percent	.35	1.18	1.30	.91	1.97	1.91	1.43
Academic Support							
Dollar	7,895,400	19,472,800	28,512,400	10,291,000	11,754,100	31,406,200	109,331,900
Percent	7.11	10.30	9.99	8.46	7.72	8.47	8.89
Sub-Total							
Dollar	62,722,700	118,362,000	181,506,800	69,539,900	90,824,200	226,198,800	749,154,400
Percent	56.46	62.63	63.58	57.15	59.67	61.00	60.89
Student Services							
Dollar	20,362,400	24,276,300	39,165,900	18,541,000	24,463,300	63,670,000	190,478,900
Percent	18.33	12.85	13.72	15.24	16.07	17.17	15.48
Institutional Support							
Dollar	11,802,000	16,523,700	26,466,000	15,874,700	15,215,400	33,612,800	119,494,600
Percent	10.62	8.74	9.27	13.05	10.00	9.06	9.71
Operation & Maintenance							
Dollar	9,759,100	14,126,000	24,767,600	11,936,300	13,195,400	30,594,400	104,378,800
Percent	8.78	7.48	8.68	9.81	8.67	8.25	8.48
Scholarships & Fellowships							
Dollar	6,447,600	15,686,500	13,580,500	5,783,200	8,505,100	16,768,300	66,771,200
Percent	5.80	8.30	4.76	4.75	5.59	4.52	5.43
Total Educational & General							
Dollar	111,093,800	188,974,500	285,486,800	121,675,100	152,203,400	370,844,300	1,230,277,900
Percent	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Transfers							
Dollar	8,078,100	14,995,200	25,291,800	4,420,400	22,318,800	3,929,700	79,034,000
Auxiliaries							
Dollar	6,287,100	9,428,600	18,806,900	15,538,800	7,613,900	15,089,000	72,764,300
Total Unrestricted							
Dollar	125,459,000	213,398,300	329,585,500	141,634,300	182,136,100	389,863,000	1,382,076,200

Tennessee Board of Regents
Summary of Unrestricted Educational and General Expenditures by Functional Area

	ChSCC	ClSCC	CoSCC	DSCC	JSCC	MSCC	NASCC
Instruction							
Dollar	31,661,200	9,880,600	15,093,000	9,069,200	12,271,700	12,390,300	25,843,000
Percent	53.31	46.68	52.76	51.66	45.28	46.33	54.47
Research							
Dollar	0	0	0	0	0	0	0
Percent	.00	.00	.00	.00	.00	.00	.00
Public Service							
Dollar	100,000	352,100	115,200	11,500	64,100	105,300	426,300
Percent	.17	1.66	.40	.07	.24	.39	.90
Academic Support							
Dollar	4,617,900	1,245,900	1,401,400	601,000	2,806,200	2,704,900	5,468,800
Percent	7.78	5.89	4.90	3.42	10.35	10.11	11.53
Sub-Total							
Dollar	36,379,100	11,478,600	16,609,600	9,681,700	15,142,000	15,200,500	31,738,100
Percent	61.25	54.23	58.07	55.15	55.87	56.84	66.89
Student Services							
Dollar	6,926,900	3,059,000	3,991,400	2,035,500	3,116,600	3,816,800	3,665,100
Percent	11.66	14.45	13.95	11.60	11.50	14.27	7.72
Institutional Support							
Dollar	9,827,100	4,036,100	4,704,600	3,224,900	5,219,500	4,580,300	6,236,500
Percent	16.55	19.07	16.45	18.37	19.26	17.13	13.14
Operation & Maintenance							
Dollar	5,256,600	1,982,400	2,818,300	1,768,700	2,347,800	2,605,900	4,430,400
Percent	8.85	9.37	9.85	10.08	8.66	9.74	9.34
Scholarships & Fellowships							
Dollar	1,001,000	608,500	480,500	843,500	1,277,000	539,400	1,378,000
Percent	1.69	2.88	1.68	4.81	4.71	2.02	2.90
Total Educational & General							
Dollar	59,390,700	21,164,600	28,604,400	17,554,300	27,102,900	26,742,900	47,448,100
Percent	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Transfers							
Dollar	2,506,000	56,300	3,029,000	0	787,500	0	5,099,500
Auxiliaries							
Dollar	1,352,000	35,200	71,000	0	0	12,800	6,700
Total Unrestricted							
Dollar	63,248,700	21,256,100	31,704,400	17,554,300	27,890,400	26,755,700	52,554,300

Tennessee Board of Regents
Summary of Unrestricted Educational and General Expenditures by Functional Area

	NESCC	PSCC	RSCC	STCC	VSCC	WSCC	Total Comm Colleges
Instruction							
Dollar	16,371,000	34,046,900	20,002,400	25,639,300	22,954,600	23,832,100	259,055,300
Percent	45.67	51.74	51.80	41.20	54.79	54.89	50.22
Research							
Dollar	0	0	0	0	0	0	0
Percent	.00	.00	.00	.00	.00	.00	.00
Public Service							
Dollar	300,400	504,900	577,000	43,400	350,800	548,800	3,499,800
Percent	.84	.77	1.49	.07	.84	1.26	.68
Academic Support							
Dollar	3,950,100	7,428,800	2,072,600	8,996,500	2,319,100	2,102,900	45,716,100
Percent	11.02	11.29	5.37	14.46	5.54	4.84	8.86
Sub-Total							
Dollar	20,621,500	41,980,600	22,652,000	34,679,200	25,624,500	26,483,800	308,271,200
Percent	57.53	63.79	58.66	55.73	61.16	61.00	59.76
Student Services							
Dollar	4,398,400	6,986,500	4,874,500	7,843,000	4,922,700	5,705,200	61,341,600
Percent	12.27	10.62	12.62	12.60	11.75	13.14	11.89
Institutional Support							
Dollar	5,785,000	9,406,500	5,981,400	12,639,700	6,836,900	5,452,900	83,931,400
Percent	16.14	14.29	15.49	20.31	16.32	12.56	16.27
Operation & Maintenance							
Dollar	4,843,800	5,560,100	4,320,600	5,148,500	3,735,300	5,304,600	50,123,000
Percent	13.51	8.45	11.19	8.27	8.92	12.22	9.72
Scholarships & Fellowships							
Dollar	195,000	1,875,500	787,400	1,917,000	778,200	468,400	12,149,400
Percent	.54	2.85	2.04	3.08	1.86	1.08	2.36
Total Educational & General							
Dollar	35,843,700	65,809,200	38,615,900	62,227,400	41,897,600	43,414,900	515,816,600
Percent	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Transfers							
Dollar	-2,520,100	1,880,000	2,202,900	87,300	201,800	2,620,900	15,951,100
Auxiliaries							
Dollar	0	200,000	47,800	646,000	83,000	32,100	2,486,600
Total Unrestricted							
Dollar	33,323,600	67,889,200	40,866,600	62,960,700	42,182,400	46,067,900	534,254,300

Tennessee Board of Regents
Summary of Unrestricted Educational and General Expenditures by Functional Area

	ECOM	EFAM	EPHRM	TBR	TSUAG	TSUEX	TSUF
Instruction							
Dollar	38,960,800	9,952,300	6,480,400	0	0	0	0
Percent	65.34	67.86	64.29	.00	.00	.00	.00
Research							
Dollar	3,984,700	346,900	526,100	0	4,133,800	0	641,900
Percent	6.68	2.37	5.22	.00	100.00	.00	100.00
Public Service							
Dollar	0	0	0	0	0	5,905,800	0
Percent	.00	.00	.00	.00	.00	100.00	.00
Academic Support							
Dollar	5,719,700	2,826,500	1,325,600	0	0	0	0
Percent	9.59	19.27	13.15	.00	.00	.00	.00
Sub-Total							
Dollar	48,665,200	13,125,700	8,332,100	0	4,133,800	5,905,800	641,900
Percent	81.61	89.50	82.67	.00	100.00	100.00	100.00
Student Services							
Dollar	1,575,800	0	611,700	0	0	0	0
Percent	2.64	.00	6.07	.00	.00	.00	.00
Institutional Support							
Dollar	2,676,600	1,270,000	595,300	24,285,800	0	0	0
Percent	4.49	8.66	5.91	98.16	.00	.00	.00
Operation & Maintenance							
Dollar	6,450,700	270,700	540,200	444,600	0	0	0
Percent	10.82	1.85	5.36	1.80	.00	.00	.00
Scholarships & Fellowships							
Dollar	260,000	0	0	10,000	0	0	0
Percent	.44	.00	.00	.04	.00	.00	.00
Total Educational & General							
Dollar	59,628,300	14,666,400	10,079,300	24,740,400	4,133,800	5,905,800	641,900
Percent	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Transfers							
Dollar	-3,294,700	262,900	1,209,500	5,468,500	1,000,000	5,000,000	0
Auxiliaries							
Dollar	0	0	0	0	0	0	0
Total Unrestricted							
Dollar	56,333,600	14,929,300	11,288,800	30,208,900	5,133,800	10,905,800	641,900

Tennessee Board of Regents
Summary of Unrestricted Educational and General Expenditures by Functional Area

	TSUMC	Total Other Instit	Total TCAT	Total System
Instruction				
Dollar	0	55,393,500	52,589,300	947,646,300
Percent	.00	45.91	59.27	48.46
Research				
Dollar	865,900	10,499,300	0	52,178,500
Percent	100.00	8.70	.00	2.67
Public Service				
Dollar	0	5,905,800	0	26,940,700
Percent	.00	4.89	.00	1.38
Academic Support				
Dollar	0	9,871,800	7,700	164,927,500
Percent	.00	8.18	.01	8.43
Sub-Total				
Dollar	865,900	81,670,400	52,597,000	1,191,693,000
Percent	100.00	67.69	59.27	60.94
Student Services				
Dollar	0	2,187,500	10,669,400	264,677,400
Percent	.00	1.81	12.02	13.54
Institutional Support				
Dollar	0	28,827,700	14,640,700	246,894,400
Percent	.00	23.89	16.50	12.63
Operation & Maintenance				
Dollar	0	7,706,200	10,093,900	172,301,900
Percent	.00	6.39	11.38	8.81
Scholarships & Fellowships				
Dollar	0	270,000	732,900	79,923,500
Percent	.00	.22	.83	4.09
Total Educational & General				
Dollar	865,900	120,661,800	88,733,900	1,955,490,200
Percent	100.00	100.00	100.00	100.00
Transfers				
Dollar	500,000	10,146,200	-91,500	105,039,800
Auxiliaries				
Dollar	0	0	3,860,700	79,111,600
Total Unrestricted				
Dollar	1,365,900	130,808,000	92,503,100	2,139,641,600

Tennessee Board of Regents
Summary of Percent Unrestricted Educational and General Expenditures by Functional Area By Institution

	APSU	Pct	ETSU	Pct	MTSU	Pct	TSU	Pct	TTU	Pct	UoM	Pct	Total Universities	Pct
Instruction														
30-Jun-2014	51,313,620	48.67%	87,433,693	49.90%	137,623,590	51.34%	52,883,888	45.23%	61,355,421	47.41%	137,792,063	41.35%	528,402,275	46.83%
01-Jul-2014	52,605,900	48.30%	86,798,300	49.46%	137,942,300	50.71%	53,097,800	45.84%	63,439,300	46.87%	145,197,000	44.62%	539,080,600	47.58%
31-Oct-2014	53,730,700	48.37%	92,126,100	48.75%	141,598,800	49.60%	55,635,700	45.72%	72,384,300	47.56%	165,132,600	44.53%	580,608,200	47.19%
Research														
30-Jun-2014	557,616	0.53%	2,755,335	1.57%	4,386,843	1.64%	2,183,991	1.87%	1,734,468	1.34%	18,190,273	5.46%	29,808,526	2.64%
01-Jul-2014	541,700	0.50%	2,694,900	1.54%	4,440,600	1.63%	2,077,400	1.79%	1,358,600	1.00%	12,914,600	3.97%	24,027,800	2.12%
31-Oct-2014	707,700	0.64%	4,534,100	2.40%	7,674,200	2.69%	2,500,000	2.05%	3,689,900	2.42%	22,573,300	6.09%	41,679,200	3.39%
Public Service														
30-Jun-2014	344,523	0.33%	2,149,826	1.23%	3,580,457	1.34%	1,193,308	1.02%	2,392,965	1.85%	6,431,445	1.93%	16,092,524	1.43%
01-Jul-2014	363,800	0.33%	2,042,400	1.16%	3,313,700	1.22%	1,076,500	0.93%	2,441,200	1.80%	5,880,000	1.81%	15,117,600	1.33%
31-Oct-2014	388,900	0.35%	2,229,000	1.18%	3,721,400	1.30%	1,113,200	0.91%	2,995,900	1.97%	7,086,700	1.91%	17,535,100	1.43%
Academic Support														
30-Jun-2014	7,918,670	7.51%	18,455,194	10.53%	25,990,119	9.69%	9,453,846	8.09%	10,450,429	8.07%	28,600,235	8.58%	100,868,493	8.94%
01-Jul-2014	7,975,100	7.32%	18,282,500	10.42%	28,274,600	10.39%	10,258,000	8.86%	10,893,900	8.05%	28,725,200	8.83%	104,409,300	9.22%
31-Oct-2014	7,895,400	7.11%	19,472,800	10.30%	28,512,400	9.99%	10,291,000	8.46%	11,754,100	7.72%	31,406,200	8.47%	109,331,900	8.89%
Sub-Total														
30-Jun-2014	60,134,429	57.03%	110,794,048	63.23%	171,581,009	64.00%	65,715,033	56.21%	75,933,283	58.67%	191,014,016	57.32%	675,171,818	59.84%
01-Jul-2014	61,486,500	56.45%	109,818,100	62.58%	173,971,200	63.95%	66,509,700	57.42%	78,133,000	57.73%	192,716,800	59.23%	682,635,300	60.25%
31-Oct-2014	62,722,700	56.46%	118,362,000	62.63%	181,506,800	63.58%	69,539,900	57.15%	90,824,200	59.67%	226,198,800	61.00%	749,154,400	60.89%
Student Services														
30-Jun-2014	18,286,938	17.34%	22,115,781	12.62%	39,100,748	14.58%	17,810,966	15.23%	21,004,585	16.23%	66,461,148	19.94%	184,780,166	16.38%
01-Jul-2014	20,057,200	18.41%	22,344,800	12.73%	38,085,500	14.00%	18,225,400	15.73%	22,709,700	16.78%	55,946,400	17.19%	177,369,000	15.65%
31-Oct-2014	20,362,400	18.33%	24,276,300	12.85%	39,165,900	13.72%	18,541,000	15.24%	24,463,300	16.07%	63,670,000	17.17%	190,478,900	15.48%
Institutional Support														
30-Jun-2014	12,220,876	11.59%	15,516,754	8.86%	25,187,109	9.40%	15,353,030	13.13%	13,761,192	10.63%	30,441,190	9.13%	112,480,151	9.97%
01-Jul-2014	11,714,700	10.76%	15,395,700	8.77%	25,632,600	9.42%	14,327,200	12.37%	14,756,000	10.90%	29,999,100	9.22%	111,825,300	9.87%
31-Oct-2014	11,802,000	10.62%	16,523,700	8.74%	26,466,000	9.27%	15,874,700	13.05%	15,215,400	10.00%	33,612,800	9.06%	119,494,600	9.71%
Operation & Maintenance														
30-Jun-2014	8,890,658	8.43%	12,988,020	7.41%	19,537,197	7.29%	12,554,044	10.74%	12,263,945	9.48%	28,358,946	8.51%	94,592,810	8.38%
01-Jul-2014	9,772,200	8.97%	13,464,700	7.67%	21,902,800	8.05%	11,424,500	9.86%	11,893,800	8.79%	29,307,600	9.01%	97,765,600	8.63%
31-Oct-2014	9,759,100	8.78%	14,126,000	7.48%	24,767,600	8.68%	11,936,300	9.81%	13,195,400	8.67%	30,594,400	8.25%	104,378,800	8.48%
Scholarships & Fellowships														
30-Jun-2014	5,901,574	5.60%	13,807,097	7.88%	12,682,737	4.73%	5,480,891	4.69%	6,454,449	4.99%	16,990,861	5.10%	61,317,609	5.43%
01-Jul-2014	5,888,900	5.41%	14,457,000	8.24%	12,446,900	4.58%	5,350,200	4.62%	7,858,800	5.81%	17,417,000	5.35%	63,418,800	5.60%
31-Oct-2014	6,447,600	5.80%	15,686,500	8.30%	13,580,500	4.76%	5,783,200	4.75%	8,505,100	5.59%	16,768,300	4.52%	66,771,200	5.43%
Total E & G Expenditures														
30-Jun-2014	105,434,475	100.00%	175,221,700	100.00%	268,088,800	100.00%	116,913,964	100.00%	129,417,454	100.00%	333,266,161	100.00%	1,128,342,554	100.00%
01-Jul-2014	108,919,500	100.00%	175,480,300	100.00%	272,039,000	100.00%	115,837,000	100.00%	135,351,300	100.00%	325,386,900	100.00%	1,133,014,000	100.00%
31-Oct-2014	111,093,800	100.00%	188,974,500	100.00%	285,486,800	100.00%	121,675,100	100.00%	152,203,400	100.00%	370,844,300	100.00%	1,230,277,900	100.00%
Transfers														
30-Jun-2014	12,306,860		14,871,564		26,115,723		8,022,581		20,341,867		13,052,987		94,711,582	
01-Jul-2014	8,858,600		15,509,200		23,950,200		4,474,100		21,539,900		15,344,300		89,676,300	
31-Oct-2014	8,078,100		14,995,200		25,291,800		4,420,400		22,318,800		3,929,700		79,034,000	
Auxiliaries														
30-Jun-2014	5,897,179		9,506,801		19,415,939		13,409,559		7,043,303		14,716,028		69,988,809	
01-Jul-2014	6,230,400		9,828,400		18,928,000		14,455,100		7,308,300		13,539,600		70,289,800	
31-Oct-2014	6,287,100		9,428,600		18,806,900		15,538,800		7,613,900		15,089,000		72,764,300	
Total E & G Unrestricted														
30-Jun-2014	123,638,514		199,600,065		313,620,462		138,346,104		156,802,624		361,035,176		1,293,042,945	
01-Jul-2014	124,008,500		200,817,900		314,917,200		134,766,200		164,199,500		354,270,800		1,292,980,100	
31-Oct-2014	125,459,000		213,398,300		329,585,500		141,634,300		182,136,100		389,863,000		1,382,076,200	

Tennessee Board of Regents
Summary of Percent Unrestricted Educational and General Expenditures by Functional Area By Institution

	ChSCC	Pct	ClSCC	Pct	CoSCC	Pct	DSCC	Pct	JSCC	Pct	MSCC	Pct	NASCC	Pct
Instruction														
30-Jun-2014	30,270,372	53.42%	9,519,974	45.49%	13,948,631	53.02%	8,588,485	51.75%	11,460,238	46.36%	11,407,156	49.26%	19,541,895	52.84%
01-Jul-2014	31,741,600	53.52%	9,955,400	46.69%	14,689,700	52.85%	9,123,000	52.07%	12,122,300	45.86%	12,294,000	46.72%	25,168,700	54.78%
31-Oct-2014	31,661,200	53.31%	9,880,600	46.68%	15,093,000	52.76%	9,069,200	51.66%	12,271,700	45.28%	12,390,300	46.33%	25,843,000	54.47%
Research														
30-Jun-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
01-Jul-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
31-Oct-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Public Service														
30-Jun-2014	87,500	0.15%	311,861	1.49%	101,478	0.39%	23,711	0.14%	63,295	0.26%	104,510	0.45%	374,447	1.01%
01-Jul-2014	100,000	0.17%	352,100	1.65%	115,500	0.42%	11,500	0.07%	63,800	0.24%	106,300	0.40%	441,300	0.96%
31-Oct-2014	100,000	0.17%	352,100	1.66%	115,200	0.40%	11,500	0.07%	64,100	0.24%	105,300	0.39%	426,300	0.90%
Academic Support														
30-Jun-2014	4,477,523	7.90%	1,416,172	6.77%	1,251,070	4.76%	666,511	4.02%	2,610,696	10.56%	1,988,274	8.59%	4,364,093	11.80%
01-Jul-2014	4,608,100	7.77%	1,281,600	6.01%	1,400,300	5.04%	574,500	3.28%	2,836,400	10.73%	2,655,200	10.09%	5,058,300	11.01%
31-Oct-2014	4,617,900	7.78%	1,245,900	5.89%	1,401,400	4.90%	601,000	3.42%	2,806,200	10.35%	2,704,900	10.11%	5,468,800	11.53%
Sub-Total														
30-Jun-2014	34,835,395	61.48%	11,248,007	53.75%	15,301,179	58.17%	9,278,707	55.91%	14,134,229	57.18%	13,499,940	58.29%	24,280,435	65.66%
01-Jul-2014	36,449,700	61.46%	11,589,100	54.35%	16,205,500	58.30%	9,709,000	55.42%	15,022,500	56.83%	15,055,500	57.21%	30,668,300	66.75%
31-Oct-2014	36,379,100	61.25%	11,478,600	54.23%	16,609,600	58.07%	9,681,700	55.15%	15,142,000	55.87%	15,200,500	56.84%	31,738,100	66.89%
Student Services														
30-Jun-2014	6,521,406	11.51%	3,024,173	14.45%	3,749,869	14.25%	1,986,302	11.97%	2,858,839	11.56%	3,062,220	13.22%	3,402,417	9.20%
01-Jul-2014	6,915,100	11.66%	3,102,800	14.55%	3,893,800	14.01%	2,069,600	11.81%	3,048,300	11.53%	3,758,500	14.28%	3,631,600	7.90%
31-Oct-2014	6,926,900	11.66%	3,059,000	14.45%	3,991,400	13.95%	2,035,500	11.60%	3,116,600	11.50%	3,816,800	14.27%	3,665,100	7.72%
Institutional Support														
30-Jun-2014	9,421,558	16.63%	4,126,425	19.72%	4,390,328	16.69%	3,063,545	18.46%	4,774,337	19.31%	3,783,101	16.34%	5,334,550	14.43%
01-Jul-2014	9,856,400	16.62%	3,996,200	18.74%	4,712,100	16.95%	3,133,400	17.89%	5,119,300	19.37%	4,393,700	16.70%	6,109,600	13.30%
31-Oct-2014	9,827,100	16.55%	4,036,100	19.07%	4,704,600	16.45%	3,224,900	18.37%	5,219,500	19.26%	4,580,300	17.13%	6,236,500	13.14%
Operation & Maintenance														
30-Jun-2014	4,963,948	8.76%	1,970,191	9.42%	2,449,901	9.31%	1,574,115	9.48%	2,087,858	8.45%	2,419,522	10.45%	3,369,313	9.11%
01-Jul-2014	5,122,600	8.64%	2,031,800	9.53%	2,544,100	9.15%	1,761,900	10.06%	2,301,400	8.71%	2,632,600	10.00%	4,297,000	9.35%
31-Oct-2014	5,256,600	8.85%	1,982,400	9.37%	2,818,300	9.85%	1,768,700	10.08%	2,347,800	8.66%	2,605,900	9.74%	4,430,400	9.34%
Scholarships & Fellowships														
30-Jun-2014	923,000	1.63%	557,276	2.66%	415,087	1.58%	693,373	4.18%	864,915	3.50%	393,911	1.70%	593,952	1.61%
01-Jul-2014	961,000	1.62%	602,500	2.83%	440,000	1.58%	845,500	4.83%	941,700	3.56%	474,900	1.80%	1,237,400	2.69%
31-Oct-2014	1,001,000	1.69%	608,500	2.88%	480,500	1.68%	843,500	4.81%	1,277,000	4.71%	539,400	2.02%	1,378,000	2.90%
Total E & G Expenditures														
30-Jun-2014	56,665,307	100.00%	20,926,072	100.00%	26,306,364	100.00%	16,596,042	100.00%	24,720,178	100.00%	23,158,694	100.00%	36,980,667	100.00%
01-Jul-2014	59,304,800	100.00%	21,322,400	100.00%	27,795,500	100.00%	17,519,400	100.00%	26,433,200	100.00%	26,315,200	100.00%	45,943,900	100.00%
31-Oct-2014	59,390,700	100.00%	21,164,600	100.00%	28,604,400	100.00%	17,554,300	100.00%	27,102,900	100.00%	26,742,900	100.00%	47,448,100	100.00%
Transfers														
30-Jun-2014	2,484,610		54,857		1,442,253		0		-12		2,300,000		7,167,409	
01-Jul-2014	2,509,700		56,300		530,800		-300,000		0		0		5,095,300	
31-Oct-2014	2,506,000		56,300		3,029,000		0		787,500		0		5,099,500	
Auxiliaries														
30-Jun-2014	1,319,719		25,473		74,417		0		0		8,310		4,827	
01-Jul-2014	1,342,000		35,200		71,000		0		0		12,800		6,700	
31-Oct-2014	1,352,000		35,200		71,000		0		0		12,800		6,700	
Total E & G Unrestricted														
30-Jun-2014	60,469,636		21,006,402		27,823,034		16,596,042		24,720,166		25,467,004		44,152,903	
01-Jul-2014	63,156,500		21,413,900		28,397,300		17,219,400		26,433,200		26,328,000		51,045,900	
31-Oct-2014	63,248,700		21,256,100		31,704,400		17,554,300		27,890,400		26,755,700		52,554,300	

Tennessee Board of Regents
Summary of Percent Unrestricted Educational and General Expenditures by Functional Area By Institution

	NESCC	Pct	PSCC	Pct	RSCC	Pct	STCC	Pct	VSCC	Pct	WSCC	Pct	Total Com College	Pct
Instruction														
30-Jun-2014	15,680,729	45.84%	31,229,322	54.28%	18,922,430	51.96%	26,839,539	44.60%	22,976,603	56.27%	23,100,447	55.22%	243,485,821	51.11%
01-Jul-2014	15,485,400	46.71%	32,385,400	52.07%	20,510,200	52.75%	25,717,500	40.36%	23,211,200	54.98%	23,599,000	55.13%	256,003,400	50.43%
31-Oct-2014	16,371,000	45.67%	34,046,900	51.74%	20,002,400	51.80%	25,639,300	41.20%	22,954,600	54.79%	23,832,100	54.89%	259,055,300	50.22%
Research														
30-Jun-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
01-Jul-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
31-Oct-2014	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Public Service														
30-Jun-2014	214,435	0.63%	336,267	0.58%	573,482	1.57%	120,427	0.20%	292,950	0.72%	489,730	1.17%	3,094,093	0.65%
01-Jul-2014	162,500	0.49%	417,500	0.67%	590,200	1.52%	140,500	0.22%	356,100	0.84%	528,800	1.24%	3,386,100	0.67%
31-Oct-2014	300,400	0.84%	504,900	0.77%	577,000	1.49%	43,400	0.07%	350,800	0.84%	548,800	1.26%	3,499,800	0.68%
Academic Support														
30-Jun-2014	3,826,244	11.19%	5,995,642	10.42%	1,929,373	5.30%	7,497,464	12.46%	2,179,121	5.34%	1,896,194	4.53%	40,098,377	8.42%
01-Jul-2014	3,567,100	10.76%	6,993,200	11.24%	1,917,600	4.93%	8,576,800	13.46%	2,364,100	5.60%	2,007,100	4.69%	43,840,300	8.64%
31-Oct-2014	3,950,100	11.02%	7,428,800	11.29%	2,072,600	5.37%	8,996,500	14.46%	2,319,100	5.54%	2,102,900	4.84%	45,716,100	8.86%
Sub-Total														
30-Jun-2014	19,721,408	57.66%	37,561,231	65.28%	21,425,285	58.83%	34,457,430	57.26%	25,448,674	62.32%	25,486,371	60.93%	286,678,291	60.18%
01-Jul-2014	19,215,000	57.97%	39,796,100	63.99%	23,018,000	59.20%	34,434,800	54.04%	25,931,400	61.42%	26,134,900	61.06%	303,229,800	59.74%
31-Oct-2014	20,621,500	57.53%	41,980,600	63.79%	22,652,000	58.66%	34,679,200	55.73%	25,624,500	61.16%	26,483,800	61.00%	308,271,200	59.76%
Student Services														
30-Jun-2014	4,444,717	12.99%	6,339,320	11.02%	4,573,244	12.56%	6,471,546	10.75%	4,668,209	11.43%	5,554,340	13.28%	56,656,602	11.89%
01-Jul-2014	4,207,000	12.69%	6,724,800	10.81%	4,824,300	12.41%	8,290,100	13.01%	4,954,300	11.73%	5,552,700	12.97%	60,972,900	12.01%
31-Oct-2014	4,398,400	12.27%	6,986,500	10.62%	4,874,500	12.62%	7,843,000	12.60%	4,922,700	11.75%	5,705,200	13.14%	61,341,600	11.89%
Institutional Support														
30-Jun-2014	5,123,975	14.98%	7,993,113	13.89%	5,768,818	15.84%	11,499,194	19.11%	6,560,338	16.07%	5,305,910	12.68%	77,145,192	16.19%
01-Jul-2014	5,272,300	15.90%	8,956,000	14.40%	6,082,100	15.64%	13,325,000	20.91%	6,807,400	16.12%	5,412,900	12.65%	83,176,400	16.39%
31-Oct-2014	5,785,000	16.14%	9,406,500	14.29%	5,981,400	15.49%	12,639,700	20.31%	6,836,900	16.32%	5,452,900	12.56%	83,931,400	16.27%
Operation & Maintenance														
30-Jun-2014	4,718,262	13.79%	4,142,825	7.20%	3,916,910	10.76%	5,175,653	8.60%	3,529,921	8.64%	5,070,465	12.12%	45,388,884	9.53%
01-Jul-2014	4,259,700	12.85%	5,093,000	8.19%	4,228,600	10.88%	5,854,000	9.19%	3,741,800	8.86%	5,234,000	12.23%	49,102,500	9.67%
31-Oct-2014	4,843,800	13.51%	5,560,100	8.45%	4,320,600	11.19%	5,148,500	8.27%	3,735,300	8.92%	5,304,600	12.22%	50,123,000	9.72%
Scholarships & Fellowships														
30-Jun-2014	196,529	0.57%	1,498,164	2.60%	731,972	2.01%	2,574,640	4.28%	627,147	1.54%	414,211	0.99%	10,484,177	2.20%
01-Jul-2014	195,000	0.59%	1,625,500	2.61%	726,300	1.87%	1,817,000	2.85%	783,800	1.86%	468,400	1.09%	11,119,000	2.19%
31-Oct-2014	195,000	0.54%	1,875,500	2.85%	787,400	2.04%	1,917,000	3.08%	778,200	1.86%	468,400	1.08%	12,149,400	2.36%
Total E & G Expenditures														
30-Jun-2014	34,204,891	100.00%	57,534,653	100.00%	36,416,229	100.00%	60,178,463	100.00%	40,834,289	100.00%	41,831,297	100.00%	476,353,146	100.00%
01-Jul-2014	33,149,000	100.00%	62,195,400	100.00%	38,879,300	100.00%	63,720,900	100.00%	42,218,700	100.00%	42,802,900	100.00%	507,600,600	100.00%
31-Oct-2014	35,843,700	100.00%	65,809,200	100.00%	38,615,900	100.00%	62,227,400	100.00%	41,897,600	100.00%	43,414,900	100.00%	515,816,600	100.00%
Transfers														
30-Jun-2014	-1,273,584		2,443,359		1,009,967		4,450,283		1,400,234		453,037		21,932,413	
01-Jul-2014	276,500		1,902,000		170,000		-531,100		201,800		514,100		10,425,400	
31-Oct-2014	-2,520,100		1,880,000		2,202,900		87,300		201,800		2,620,900		15,951,100	
Auxiliaries														
30-Jun-2014	0		191,205		37,374		570,194		84,106		33,368		2,348,993	
01-Jul-2014	0		200,000		47,800		624,200		83,000		32,100		2,454,800	
31-Oct-2014	0		200,000		47,800		646,000		83,000		32,100		2,486,600	
Total E & G Unrestricted														
30-Jun-2014	32,931,307		60,169,217		37,463,570		65,198,940		42,318,629		42,317,702		500,634,552	
01-Jul-2014	33,425,500		64,297,400		39,097,100		63,814,000		42,503,500		43,349,100		520,480,800	
31-Oct-2014	33,323,600		67,889,200		40,866,600		62,960,700		42,182,400		46,067,900		534,254,300	

Tennessee Board of Regents
Summary of Percent Unrestricted Educational and General Expenditures by Functional Area By Institution

	TSUMC	Pct	Total Other Instit	Pct	Total TCAT	Pct	Total System	Pct
Instruction								
30-Jun-2014	0	0.00%	50,515,957	48.68%	49,934,490	58.73%	872,338,543	48.64%
01-Jul-2014	0	0.00%	55,509,600	48.55%	50,942,000	59.05%	901,535,600	48.96%
31-Oct-2014	0	0.00%	55,393,500	45.91%	52,589,300	59.27%	947,646,300	48.46%
Research								
30-Jun-2014	296,908	100.00%	5,937,510	5.72%	0	0.00%	35,746,036	1.99%
01-Jul-2014	560,800	100.00%	6,780,100	5.93%	0	0.00%	30,807,900	1.67%
31-Oct-2014	865,900	100.00%	10,499,300	8.70%	0	0.00%	52,178,500	2.67%
Public Service								
30-Jun-2014	0	0.00%	3,567,880	3.44%	0	0.00%	22,754,497	1.27%
01-Jul-2014	0	0.00%	3,108,400	2.72%	0	0.00%	21,612,100	1.17%
31-Oct-2014	0	0.00%	5,905,800	4.89%	0	0.00%	26,940,700	1.38%
Academic Support								
30-Jun-2014	0	0.00%	8,407,992	8.10%	5,252	0.01%	149,380,114	8.33%
01-Jul-2014	0	0.00%	9,754,600	8.53%	9,700	0.01%	158,013,900	8.58%
31-Oct-2014	0	0.00%	9,871,800	8.18%	7,700	0.01%	164,927,500	8.43%
Sub-Total								
30-Jun-2014	296,908	100.00%	68,429,339	65.94%	49,939,742	58.74%	1,080,219,190	60.23%
01-Jul-2014	560,800	100.00%	75,152,700	65.73%	50,951,700	59.06%	1,111,969,500	60.39%
31-Oct-2014	865,900	100.00%	81,670,400	67.69%	52,597,000	59.27%	1,191,693,000	60.94%
Student Services								
30-Jun-2014	0	0.00%	2,001,777	1.93%	10,418,635	12.25%	253,857,180	14.15%
01-Jul-2014	0	0.00%	2,175,000	1.90%	10,529,500	12.21%	251,046,400	13.63%
31-Oct-2014	0	0.00%	2,187,500	1.81%	10,669,400	12.02%	264,677,400	13.54%
Institutional Support								
30-Jun-2014	0	0.00%	26,960,052	25.98%	14,055,332	16.53%	230,640,727	12.86%
01-Jul-2014	0	0.00%	29,034,700	25.39%	14,381,200	16.67%	238,417,600	12.95%
31-Oct-2014	0	0.00%	28,827,700	23.89%	14,640,700	16.50%	246,894,400	12.63%
Operation & Maintenance								
30-Jun-2014	0	0.00%	6,116,589	5.89%	9,949,619	11.70%	156,047,902	8.70%
01-Jul-2014	0	0.00%	7,705,000	6.74%	9,710,000	11.26%	164,283,100	8.92%
31-Oct-2014	0	0.00%	7,706,200	6.39%	10,093,900	11.38%	172,301,900	8.81%
Scholarships & Fellowships								
30-Jun-2014	0	0.00%	260,000	0.25%	658,357	0.77%	72,720,143	4.05%
01-Jul-2014	0	0.00%	270,000	0.24%	698,200	0.81%	75,506,000	4.10%
31-Oct-2014	0	0.00%	270,000	0.22%	732,900	0.83%	79,923,500	4.09%
Total E & G Expenditures								
30-Jun-2014	296,908	100.00%	103,767,757	100.00%	85,021,685	100.00%	1,793,485,142	100.00%
01-Jul-2014	560,800	100.00%	114,337,400	100.00%	86,270,600	100.00%	1,841,222,600	100.00%
31-Oct-2014	865,900	100.00%	120,661,800	100.00%	88,733,900	100.00%	1,955,490,200	100.00%
Transfers								
30-Jun-2014	0		11,405,741		-509,077		127,540,659	
01-Jul-2014	0		3,353,500		-373,000		103,082,200	
31-Oct-2014	500,000		10,146,200		-91,500		105,039,800	
Auxiliaries								
30-Jun-2014	0		0		3,768,798		76,106,600	
01-Jul-2014	0		0		3,807,800		76,552,400	
31-Oct-2014	0		0		3,860,700		79,111,600	
Total E & G Unrestricted								
30-Jun-2014	296,908		115,173,498		88,281,406		1,997,132,401	
01-Jul-2014	560,800		117,690,900		89,705,400		2,020,857,200	
31-Oct-2014	1,365,900		130,808,000		92,503,100		2,139,641,600	

Tennessee Board of Regents
Summary of Unrestricted E & G Current Fund Expenditures by Budget Category

		Salaries	Employee Benefits	Travel	Operating Expenses	Capital Outlay	Total Education & General	Transfers	Auxiliaries	Total Unrestricted
APSU										
	Dollar	57,452,500	22,726,600	1,764,000	28,782,200	368,500	111,093,800	8,078,100	6,287,100	125,459,000
	Percent	51.72%	20.46%	1.59%	25.91%	0.33%	100.00%			
ETSU										
	Dollar	93,282,700	41,370,800	2,042,500	51,425,000	853,500	188,974,500	14,995,200	9,428,600	213,398,300
	Percent	49.36%	21.89%	1.08%	27.21%	0.45%	100.00%			
MTSU										
	Dollar	147,018,700	50,564,800	4,858,100	77,070,500	5,974,700	285,486,800	25,291,800	18,806,900	329,585,500
	Percent	51.50%	17.71%	1.70%	27.00%	2.09%	100.00%			
TSU										
	Dollar	62,250,100	21,435,700	2,415,000	35,313,500	260,800	121,675,100	4,420,400	15,538,800	141,634,300
	Percent	51.16%	17.62%	1.98%	29.02%	0.21%	100.00%			
TTU										
	Dollar	73,825,000	28,545,200	2,000,000	47,335,300	497,900	152,203,400	22,318,800	7,613,900	182,136,100
	Percent	48.50%	18.75%	1.31%	31.10%	0.33%	100.00%			
UOM										
	Dollar	174,757,900	66,547,800	10,618,900	117,757,500	1,162,200	370,844,300	3,929,700	15,089,000	389,863,000
	Percent	47.12%	17.94%	2.86%	31.75%	0.31%	100.00%			
Total Universities										
	Dollar	608,586,900	231,190,900	23,698,500	357,684,000	9,117,600	1,230,277,900	79,034,000	72,764,300	1,382,076,200
	Percent	49.47%	18.79%	1.93%	29.07%	0.74%	100.00%			

Tennessee Board of Regents
Summary of Unrestricted E & G Current Fund Expenditures by Budget Category

		Salaries	Employee Benefits	Travel	Operating Expenses	Capital Outlay	Total Education & General	Transfers	Auxiliaries	Total Unrestricted
CHSCC										
	Dollar	34,081,900	12,189,800	843,100	11,676,900	599,000	59,390,700	2,506,000	1,352,000	63,248,700
	Percent	57.39%	20.52%	1.42%	19.66%	1.01%	100.00%			
CLSCC										
	Dollar	11,335,100	4,471,200	336,600	4,978,800	42,900	21,164,600	56,300	35,200	21,256,100
	Percent	53.56%	21.13%	1.59%	23.52%	0.20%	100.00%			
COSCC										
	Dollar	15,242,400	5,754,200	355,600	7,091,400	160,800	28,604,400	3,029,000	71,000	31,704,400
	Percent	53.29%	20.12%	1.24%	24.79%	0.56%	100.00%			
DSCC										
	Dollar	9,385,800	3,649,000	231,900	4,253,300	34,300	17,554,300	0	0	17,554,300
	Percent	53.47%	20.79%	1.32%	24.23%	0.20%	100.00%			
JSCC										
	Dollar	14,378,900	5,776,600	457,000	6,467,000	23,400	27,102,900	787,500	0	27,890,400
	Percent	53.05%	21.31%	1.69%	23.86%	0.09%	100.00%			
MSCC										
	Dollar	13,873,700	5,332,900	400,100	7,093,400	42,800	26,742,900	0	12,800	26,755,700
	Percent	51.88%	19.94%	1.50%	26.52%	0.16%	100.00%			
NASCC										
	Dollar	24,288,000	9,084,600	140,500	12,240,700	1,694,300	47,448,100	5,099,500	6,700	52,554,300
	Percent	51.19%	19.15%	0.30%	25.80%	3.57%	100.00%			
NESCC										
	Dollar	20,189,900	7,332,100	371,500	7,547,700	402,500	35,843,700	-2,520,100	0	33,323,600
	Percent	56.33%	20.46%	1.04%	21.06%	1.12%	100.00%			
PSCC										
	Dollar	35,530,100	12,690,500	640,000	16,420,300	528,300	65,809,200	1,880,000	200,000	67,889,200
	Percent	53.99%	19.28%	0.97%	24.95%	0.80%	100.00%			
RSCC										
	Dollar	20,674,100	7,504,800	499,800	9,898,400	38,800	38,615,900	2,202,900	47,800	40,866,600
	Percent	53.54%	19.43%	1.29%	25.63%	0.10%	100.00%			
STCC										
	Dollar	30,773,700	12,312,600	281,100	17,053,500	1,806,500	62,227,400	87,300	646,000	62,960,700
	Percent	49.45%	19.79%	0.45%	27.41%	2.90%	100.00%			
VSCC										
	Dollar	24,357,100	8,725,500	462,700	8,270,700	81,600	41,897,600	201,800	83,000	42,182,400
	Percent	58.13%	20.83%	1.10%	19.74%	0.19%	100.00%			
WSCC										
	Dollar	22,682,600	9,872,800	532,500	10,197,800	129,200	43,414,900	2,620,900	32,100	46,067,900
	Percent	52.25%	22.74%	1.23%	23.49%	0.30%	100.00%			
Total Community Colleges										
	Dollar	276,793,300	104,696,600	5,552,400	123,189,900	5,584,400	515,816,600	15,951,100	2,486,600	534,254,300
	Percent	53.66%	20.30%	1.08%	23.88%	1.08%	100.00%			

Tennessee Board of Regents
Summary of Unrestricted E & G Current Fund Expenditures by Budget Category

		Salaries	Employee Benefits	Travel	Operating Expenses	Capital Outlay	Total Education & General	Transfers	Auxiliaries	Total Unrestricted
ECOM										
	Dollar	34,382,000	11,040,300	334,900	13,537,700	333,400	59,628,300	-3,294,700	0	56,333,600
	Percent	57.66%	18.52%	0.56%	22.70%	0.56%	100.00%			
EFAM										
	Dollar	9,862,700	2,765,400	131,600	1,906,700	0	14,666,400	262,900	0	14,929,300
	Percent	67.25%	18.86%	0.90%	13.00%	0.00%	100.00%			
EPHRM										
	Dollar	5,406,800	1,907,500	229,900	2,535,100	0	10,079,300	1,209,500	0	11,288,800
	Percent	53.64%	18.92%	2.28%	25.15%	0.00%	100.00%			
TBR										
	Dollar	11,236,100	3,507,300	540,700	9,361,300	95,000	24,740,400	5,468,500	0	30,208,900
	Percent	45.42%	14.18%	2.19%	37.84%	0.38%	100.00%			
TSUAG										
	Dollar	1,011,400	436,500	42,400	2,143,500	500,000	4,133,800	1,000,000	0	5,133,800
	Percent	24.47%	10.56%	1.03%	51.85%	12.10%	100.00%			
TSUEX										
	Dollar	1,857,000	606,100	250,000	3,192,700	0	5,905,800	5,000,000	0	10,905,800
	Percent	31.44%	10.26%	4.23%	54.06%	0.00%	100.00%			
TSUF										
	Dollar	16,100	5,600	0	620,200	0	641,900	0	0	641,900
	Percent	2.51%	0.87%	0.00%	96.62%	0.00%	100.00%			
TSUMC										
	Dollar	190,300	66,600	2,100	606,900	0	865,900	500,000	0	1,365,900
	Percent	21.98%	7.69%	0.24%	70.09%	0.00%	100.00%			
Total Other Institutions										
	Dollar	63,962,400	20,335,300	1,531,600	33,904,100	928,400	120,661,800	10,146,200	0	130,808,000
	Percent	53.01%	16.85%	1.27%	28.10%	0.77%	100.00%			
Total TCATs										
	Dollar	46,878,800	20,792,900	988,000	19,999,200	75,000	88,733,900	-91,500	3,860,700	92,503,100
	Percent	52.83%	23.43%	1.11%	22.54%	0.08%	100.00%			
Total System										
	Dollar	996,221,400	377,015,700	31,770,500	534,777,200	15,705,400	1,955,490,200	105,039,800	79,111,600	2,139,641,600
	Percent	50.94%	19.28%	1.62%	27.35%	0.80%	100.00%			

Tennessee Board of Regents
Summary of Unrestricted Educational and General Percent Expenditures by Budget Category

	APSU	Pct	ETSU	Pct	MTSU	Pct	TSU	Pct	TTU	Pct	UoM	Pct	Total Universities	Pct
Salaries														
30-Jun-2014	56,201,804	53.30%	92,952,471	53.05%	145,230,987	54.17%	60,897,091	52.09%	66,417,238	51.32%	168,189,747	50.47%	589,889,338	52.28%
01-Jul-2014	56,164,800	51.57%	91,907,900	52.38%	148,690,400	54.66%	60,238,300	52.00%	71,012,000	52.46%	165,525,200	50.87%	593,538,600	52.39%
31-Oct-2014	57,452,500	51.72%	93,282,700	49.36%	147,018,700	51.50%	62,250,100	51.16%	73,825,000	48.50%	174,757,900	47.12%	608,586,900	49.47%
Employee Benefits														
30-Jun-2014	19,695,420	18.68%	39,198,805	22.37%	51,408,074	19.18%	21,036,878	17.99%	25,034,972	19.34%	62,968,406	18.89%	219,342,555	19.44%
01-Jul-2014	21,982,300	20.18%	40,391,700	23.02%	50,472,000	18.55%	21,303,800	18.39%	26,993,800	19.94%	64,308,600	19.76%	225,452,200	19.90%
31-Oct-2014	22,726,600	20.46%	41,370,800	21.89%	50,564,800	17.71%	21,435,700	17.62%	28,545,200	18.75%	66,547,800	17.94%	231,190,900	18.79%
Travel														
30-Jun-2014	1,910,204	1.81%	2,461,900	1.41%	5,783,314	2.16%	2,319,146	1.98%	2,767,931	2.14%	8,967,141	2.69%	24,209,636	2.15%
01-Jul-2014	1,648,700	1.51%	1,697,900	0.97%	4,632,100	1.70%	2,127,500	1.84%	1,725,000	1.27%	6,284,000	1.93%	18,115,200	1.60%
31-Oct-2014	1,764,000	1.59%	2,042,500	1.08%	4,858,100	1.70%	2,415,000	1.98%	2,000,000	1.31%	10,618,900	2.86%	23,698,500	1.93%
Operating Expenses														
30-Jun-2014	26,684,272	25.31%	39,112,396	22.32%	63,751,446	23.78%	32,202,405	27.54%	34,190,788	26.42%	90,869,043	27.27%	286,810,350	25.42%
01-Jul-2014	28,765,700	26.41%	41,282,600	23.53%	62,579,600	23.00%	30,527,200	26.35%	35,242,000	26.04%	88,161,400	27.09%	286,558,500	25.29%
31-Oct-2014	28,782,200	25.91%	51,425,000	27.21%	77,070,500	27.00%	35,313,500	29.02%	47,335,300	31.10%	117,757,500	31.75%	357,684,000	29.07%
Capital Outlay														
30-Jun-2014	942,775	0.89%	1,496,128	0.85%	1,914,979	0.71%	458,444	0.39%	1,006,525	0.78%	2,271,824	0.68%	8,090,675	0.72%
01-Jul-2014	358,000	0.33%	200,200	0.11%	5,664,900	2.08%	1,640,200	1.42%	378,500	0.28%	1,107,700	0.34%	9,349,500	0.83%
31-Oct-2014	368,500	0.33%	853,500	0.45%	5,974,700	2.09%	260,800	0.21%	497,900	0.33%	1,162,200	0.31%	9,117,600	0.74%
Total E & G Unrestricted														
30-Jun-2014	105,434,475	100.00%	175,221,700	100.00%	268,088,800	100.00%	116,913,964	100.00%	129,417,454	100.00%	333,266,161	100.00%	1,128,342,554	100.00%
01-Jul-2014	108,919,500	100.00%	175,480,300	100.00%	272,039,000	100.00%	115,837,000	100.00%	135,351,300	100.00%	325,386,900	100.00%	1,133,014,000	100.00%
31-Oct-2014	111,093,800	100.00%	188,974,500	100.00%	285,486,800	100.00%	121,675,100	100.00%	152,203,400	100.00%	370,844,300	100.00%	1,230,277,900	100.00%

Tennessee Board of Regents
Summary of Unrestricted Educational and General Percent Expenditures by Budget Category

	ChSCC	Pct	CLSCC	Pct	CoSCC	Pct	DSCC	Pct	JSCC	Pct	MSCC	Pct	NASCC	Pct
Salaries														
30-Jun-2014	33,105,194	58.42%	10,820,694	51.71%	14,458,754	54.96%	9,103,385	54.85%	13,786,038	55.77%	12,825,096	55.38%	21,106,438	57.07%
01-Jul-2014	34,138,100	57.56%	11,417,700	53.55%	15,258,400	54.90%	9,301,000	53.09%	14,220,300	53.80%	13,720,900	52.14%	23,522,200	51.20%
31-Oct-2014	34,081,900	57.39%	11,335,100	53.56%	15,242,400	53.29%	9,385,800	53.47%	14,378,900	53.05%	13,873,700	51.88%	24,288,000	51.19%
Employee Benefits														
30-Jun-2014	11,494,135	20.28%	4,207,431	20.11%	5,285,641	20.09%	3,396,833	20.47%	5,429,836	21.97%	4,651,724	20.09%	7,451,827	20.15%
01-Jul-2014	12,407,500	20.92%	4,471,200	20.97%	5,759,000	20.72%	3,719,800	21.23%	5,715,900	21.62%	5,370,000	20.41%	8,630,400	18.78%
31-Oct-2014	12,189,800	20.52%	4,471,200	21.13%	5,754,200	20.12%	3,649,000	20.79%	5,776,600	21.31%	5,332,900	19.94%	9,084,600	19.15%
Travel														
30-Jun-2014	568,482	1.00%	242,922	1.16%	345,147	1.31%	172,429	1.04%	330,926	1.34%	334,052	1.44%	114,398	0.31%
01-Jul-2014	801,700	1.35%	163,900	0.77%	324,300	1.17%	231,000	1.32%	445,300	1.68%	388,500	1.48%	136,500	0.30%
31-Oct-2014	843,100	1.42%	336,600	1.59%	355,600	1.24%	231,900	1.32%	457,000	1.69%	400,100	1.50%	140,500	0.30%
Operating Expenses														
30-Jun-2014	11,113,244	19.61%	5,425,784	25.93%	5,882,054	22.36%	3,878,317	23.37%	5,113,895	20.69%	5,176,113	22.35%	8,087,575	21.87%
01-Jul-2014	11,368,500	19.17%	5,227,100	24.51%	6,321,300	22.74%	4,232,500	24.16%	6,031,300	22.82%	6,793,000	25.81%	11,965,500	26.04%
31-Oct-2014	11,676,900	19.66%	4,978,800	23.52%	7,091,400	24.79%	4,253,300	24.23%	6,467,000	23.86%	7,093,400	26.52%	12,240,700	25.80%
Capital Outlay														
30-Jun-2014	384,252	0.68%	229,241	1.10%	334,768	1.27%	45,078	0.27%	59,483	0.24%	171,709	0.74%	220,429	0.60%
01-Jul-2014	589,000	0.99%	42,500	0.20%	132,500	0.48%	35,100	0.20%	20,400	0.08%	42,800	0.16%	1,689,300	3.68%
31-Oct-2014	599,000	1.01%	42,900	0.20%	160,800	0.56%	34,300	0.20%	23,400	0.09%	42,800	0.16%	1,694,300	3.57%
Total E & G Unrestricted														
30-Jun-2014	56,665,307	100.00%	20,926,072	100.00%	26,306,364	100.00%	16,596,042	100.00%	24,720,178	100.00%	23,158,694	100.00%	36,980,667	100.00%
01-Jul-2014	59,304,800	100.00%	21,322,400	100.00%	27,795,500	100.00%	17,519,400	100.00%	26,433,200	100.00%	26,315,200	100.00%	45,943,900	100.00%
31-Oct-2014	59,390,700	100.00%	21,164,600	100.00%	28,604,400	100.00%	17,554,300	100.00%	27,102,900	100.00%	26,742,900	100.00%	47,448,100	100.00%

Tennessee Board of Regents
Summary of Unrestricted Educational and General Percent Expenditures by Budget Category

	Total												Comm Colleges	Pct
	NESCC	Pct	PSCC	Pct	RSCC	Pct	STCC	Pct	VSCC	Pct	WSCC	Pct		
Salaries														
30-Jun-2014	18,475,964	54.02%	32,025,792	55.66%	20,295,911	55.73%	30,683,155	50.99%	23,723,340	58.10%	23,420,923	55.99%	263,830,684	55.39%
01-Jul-2014	19,296,800	58.21%	34,347,900	55.23%	21,116,600	54.31%	30,907,500	48.50%	24,305,200	57.57%	22,970,100	53.66%	274,522,700	54.08%
31-Oct-2014	20,189,900	56.33%	35,530,100	53.99%	20,674,100	53.54%	30,773,700	49.45%	24,357,100	58.13%	22,682,600	52.25%	276,793,300	53.66%
Employee Benefits														
30-Jun-2014	7,515,377	21.97%	11,046,542	19.20%	7,127,235	19.57%	11,177,855	18.57%	8,776,080	21.49%	9,341,171	22.33%	96,901,687	20.34%
01-Jul-2014	7,007,400	21.14%	11,853,100	19.06%	7,720,700	19.86%	12,873,600	20.20%	9,069,000	21.48%	10,005,900	23.38%	104,603,500	20.61%
31-Oct-2014	7,332,100	20.46%	12,690,500	19.28%	7,504,800	19.43%	12,312,600	19.79%	8,725,500	20.83%	9,872,800	22.74%	104,696,600	20.30%
Travel														
30-Jun-2014	359,745	1.05%	470,198	0.82%	408,004	1.12%	739,903	1.23%	344,305	0.84%	445,466	1.06%	4,875,977	1.02%
01-Jul-2014	330,900	1.00%	631,600	1.02%	443,300	1.14%	448,800	0.70%	466,800	1.11%	513,000	1.20%	5,325,600	1.05%
31-Oct-2014	371,500	1.04%	640,000	0.97%	499,800	1.29%	281,100	0.45%	462,700	1.10%	532,500	1.23%	5,552,400	1.08%
Operating Expenses														
30-Jun-2014	7,513,897	21.97%	13,155,374	22.87%	8,444,208	23.19%	16,440,409	27.32%	7,690,120	18.83%	8,467,775	20.24%	106,388,765	22.33%
01-Jul-2014	6,169,400	18.61%	14,834,900	23.85%	9,573,000	24.62%	18,509,600	29.05%	8,291,100	19.64%	9,238,200	21.58%	118,555,400	23.36%
31-Oct-2014	7,547,700	21.06%	16,420,300	24.95%	9,898,400	25.63%	17,053,500	27.41%	8,270,700	19.74%	10,197,800	23.49%	123,189,900	23.88%
Capital Outlay														
30-Jun-2014	339,908	0.99%	836,747	1.45%	140,871	0.39%	1,137,141	1.89%	300,444	0.74%	155,962	0.37%	4,356,033	0.91%
01-Jul-2014	344,500	1.04%	527,900	0.85%	25,700	0.07%	981,400	1.54%	86,600	0.21%	75,700	0.18%	4,593,400	0.90%
31-Oct-2014	402,500	1.12%	528,300	0.80%	38,800	0.10%	1,806,500	2.90%	81,600	0.19%	129,200	0.30%	5,584,400	1.08%
Total E & G Unrestricted														
30-Jun-2014	34,204,891	100.00%	57,534,653	100.00%	36,416,229	100.00%	60,178,463	100.00%	40,834,289	100.00%	41,831,297	100.00%	476,353,146	100.00%
01-Jul-2014	33,149,000	100.00%	62,195,400	100.00%	38,879,300	100.00%	63,720,900	100.00%	42,218,700	100.00%	42,802,900	100.00%	507,600,600	100.00%
31-Oct-2014	35,843,700	100.00%	65,809,200	100.00%	38,615,900	100.00%	62,227,400	100.00%	41,897,600	100.00%	43,414,900	100.00%	515,816,600	100.00%

Tennessee Board of Regents
Summary of Unrestricted Educational and General Percent Expenditures by Budget Category

	ECOM	Pct	EFAM	Pct	EPHRM	Pct	TBR	Pct	TSUAG	Pct	TSUEX	Pct	TSUF	Pct
Salaries														
30-Jun-2014	31,899,078	63.05%	9,644,386	64.66%	4,651,794	57.19%	10,571,431	46.97%	864,502	23.43%	1,086,260	30.45%	47,720	74.33%
01-Jul-2014	34,303,000	58.63%	10,125,500	68.00%	5,357,000	54.20%	11,183,300	44.87%	505,000	22.14%	1,701,200	54.73%	50,000	27.87%
31-Oct-2014	34,382,000	57.66%	9,862,700	67.25%	5,406,800	53.64%	11,236,100	45.42%	1,011,400	24.47%	1,857,000	31.44%	16,100	2.51%
Employee Benefits														
30-Jun-2014	9,150,875	18.09%	2,931,783	19.66%	1,519,156	18.68%	3,400,303	15.11%	244,053	6.61%	566,948	15.89%	16,481	25.67%
01-Jul-2014	10,976,800	18.76%	2,833,900	19.03%	1,907,500	19.30%	3,577,300	14.35%	176,800	7.75%	595,400	19.15%	17,500	9.75%
31-Oct-2014	11,040,300	18.52%	2,765,400	18.86%	1,907,500	18.92%	3,507,300	14.18%	436,500	10.56%	606,100	10.26%	5,600	0.87%
Travel														
30-Jun-2014	318,945	0.63%	114,740	0.77%	133,115	1.64%	651,720	2.90%	80,463	2.18%	81,563	2.29%	0	0.00%
01-Jul-2014	284,700	0.49%	140,000	0.94%	217,600	2.20%	494,600	1.98%	42,400	1.86%	50,000	1.61%	0	0.00%
31-Oct-2014	334,900	0.56%	131,600	0.90%	229,900	2.28%	540,700	2.19%	42,400	1.03%	250,000	4.23%	0	0.00%
Operating Expenses														
30-Jun-2014	8,922,369	17.64%	2,224,972	14.92%	1,819,872	22.37%	7,826,915	34.78%	1,375,661	37.28%	425,463	11.92%	0	0.00%
01-Jul-2014	12,943,700	22.12%	1,791,800	12.03%	2,401,000	24.29%	9,575,600	38.42%	1,556,300	68.24%	761,800	24.51%	111,900	62.37%
31-Oct-2014	13,537,700	22.70%	1,906,700	13.00%	2,535,100	25.15%	9,361,300	37.84%	2,143,500	51.85%	3,192,700	54.06%	620,200	96.62%
Capital Outlay														
30-Jun-2014	302,373	0.60%	0	0.00%	10,000	0.12%	55,304	0.25%	1,124,958	30.49%	1,407,646	39.45%	0	0.00%
01-Jul-2014	0	0.00%	0	0.00%	0	0.00%	95,000	0.38%	0	0.00%	0	0.00%	0	0.00%
31-Oct-2014	333,400	0.56%	0	0.00%	0	0.00%	95,000	0.38%	500,000	12.10%	0	0.00%	0	0.00%
Total E & G Unrestricted														
30-Jun-2014	50,593,640	100.00%	14,915,881	100.00%	8,133,937	100.00%	22,505,673	100.00%	3,689,637	100.00%	3,567,880	100.00%	64,201	100.00%
01-Jul-2014	58,508,200	100.00%	14,891,200	100.00%	9,883,100	100.00%	24,925,800	100.00%	2,280,500	100.00%	3,108,400	100.00%	179,400	100.00%
31-Oct-2014	59,628,300	100.00%	14,666,400	100.00%	10,079,300	100.00%	24,740,400	100.00%	4,133,800	100.00%	5,905,800	100.00%	641,900	100.00%

Tennessee Board of Regents
Summary of Unrestricted Educational and General Percent Expenditures by Budget Category

	TSUMC	Pct	Total Other	Total Instit	Pct	Total TCATs	Pct	Total System	Pct
Salaries									
30-Jun-2014	78,571	26.46%	58,843,742	56.71%	45,595,084	53.63%	958,158,848	53.42%	
01-Jul-2014	173,900	31.01%	63,398,900	55.45%	46,689,500	54.12%	978,149,700	53.13%	
31-Oct-2014	190,300	21.98%	63,962,400	53.01%	46,878,800	52.83%	996,221,400	50.94%	
Employee Benefits									
30-Jun-2014	32,693	11.01%	17,862,292	17.21%	18,798,025	22.11%	352,904,559	19.68%	
01-Jul-2014	60,900	10.86%	20,146,100	17.62%	20,039,200	23.23%	370,241,000	20.11%	
31-Oct-2014	66,600	7.69%	20,335,300	16.85%	20,792,900	23.43%	377,015,700	19.28%	
Travel									
30-Jun-2014	12,727	4.29%	1,393,273	1.34%	930,008	1.09%	31,408,894	1.75%	
01-Jul-2014	2,100	0.37%	1,231,400	1.08%	1,011,100	1.17%	25,683,300	1.39%	
31-Oct-2014	2,100	0.24%	1,531,600	1.27%	988,000	1.11%	31,770,500	1.62%	
Operating Expenses									
30-Jun-2014	166,075	55.93%	22,761,327	21.93%	19,426,857	22.85%	435,387,299	24.28%	
01-Jul-2014	323,900	57.76%	29,466,000	25.77%	18,483,400	21.42%	453,063,300	24.61%	
31-Oct-2014	606,900	70.09%	33,904,100	28.10%	19,999,200	22.54%	534,777,200	27.35%	
Capital Outlay									
30-Jun-2014	6,842	2.30%	2,907,123	2.80%	271,711	0.32%	15,625,542	0.87%	
01-Jul-2014	0	0.00%	95,000	0.08%	47,400	0.05%	14,085,300	0.76%	
31-Oct-2014	0	0.00%	928,400	0.77%	75,000	0.08%	15,705,400	0.80%	
Total E & G Unrestricted									
30-Jun-2014	296,908	100.00%	103,767,757	100.00%	85,021,685	100.00%	1,793,485,142	100.00%	
01-Jul-2014	560,800	100.00%	114,337,400	100.00%	86,270,600	100.00%	1,841,222,600	100.00%	
31-Oct-2014	865,900	100.00%	120,661,800	100.00%	88,733,900	100.00%	1,955,490,200	100.00%	



TENNESSEE BOARD OF REGENTS

MEETING:	Quarterly Board Meeting
SUBJECT:	Dual Enrollment Maintenance Fee Recommendation
DATE:	December 11, 2014
PRESENTER:	Vice Chancellor Dale Sims
ACTION REQUIRED:	Roll Call Vote
STAFF'S RECOMMENDATION:	Approve

BACKGROUND INFORMATION:

Background. Currently high school students can enroll in college courses as dual enrollment students. These students are generally charged the same maintenance, mandatory, and incidental fees as other undergraduate students. A \$300 dual enrollment scholarship is available to these students under the lottery scholarship program. At all community colleges maintenance and mandatory fees for a single three hour course exceed the lottery scholarship amount (average approximately \$500), leaving a balance for the student to pay or to seek other scholarship assistance to fund. Additionally, maintenance and mandatory fees vary across community colleges, making communication of the cost of dual enrollment challenging. It was the belief of several stakeholders that these circumstances combined to result in an underutilization of dual enrollment by high school students.

As part of the Drive to 55 initiative, the Governor expressed a desire to encourage more students to take at least one college level course while in high school by making the first course “free” – meaning to eliminate the gap between the lottery scholarship amount and the fees assessed for a three hour course. Associated with this goal was the need to be able to more clearly communicate the cost of dual enrollment courses. Last, there was a desire that the System commit to maintain the charge for dual enrollment courses constant for some period of time (i.e. 3 years).

To support this initiative, the Tennessee Student Assistance Corporation has increased the dual enrollment grant (scholarship) for community college students from the current \$300 for each of four courses to a grant of \$500 for the first and second course, \$200 for the third course, and no grant for the fourth course. In response to this action, the System staff believe setting a specific dual enrollment maintenance fee is appropriate to accomplish the Administration’s goals. Setting a separate maintenance fee ensures that the first dual enrollment course is free to the student as well as the second course. Establishing a

separate fee simplifies communication to prospective students and ensures uniform treatment across all System institutions. The proposed hourly fee would be the only maintenance or mandatory fee assessed against dual enrollment students, however, these students would still be responsible for payment of other incidental fees that might be required based on courses taken (i.e. a laboratory consumables fee). The dual enrollment maintenance fee would apply to each hour a student is enrolled. We believe maintaining the fee at the recommended level through FY 2017-18 is possible, provided no significant changes occur in the operational state funding for community colleges.

Subsequent to discussions surrounding a dual enrollment maintenance fee for students enrolling at community colleges, the System Office was approached about extending this methodology to both universities and Colleges of Applied Technology (TCATs). Adoption of such an approach simplifies communication with prospective dual enrollment students and supports this Administration initiative by encouraging more students to seek dual enrollment opportunities regardless of the institution type utilized. With regard to TCATs, situations exist where certain TCATs have longstanding agreements in place that provide for external payers (school systems, philanthropic organizations) to fund any gap between the dual enrollment scholarship and the full maintenance fee for all dual enrollment students attending that specific TCAT. These arrangements make serving the expanded dual enrollment population financially feasible. Adoption of the proposed uniform dual enrollment fee for such TCATs would negatively impact their ability to continue serving expanded dual enrollment populations. Therefore, the request for a uniform TCAT dual enrollment fee would exclude TCATs with such arrangement currently in place. In those situations the Board approved maintenance fee would continue to apply to dual enrollment students. System staff are supportive of this request by universities and TCATs.

Recommendation. Staff recommends the Board:

- Create a specific maintenance fee to be assessed to dual enrollment students at universities, community colleges, and TCATs;
- Provide that this fee be charged in lieu of all other maintenance and mandatory fees for dual enrolled students at universities, community colleges, and TCATs;
- Provide that this fee apply to university and community college students enrolling in courses during the fall 2015 semester, coinciding with changes in the dual enrollment scholarship at those institutions. For TCATs, this fee would apply to dual enrolled students enrolled for any term beginning on or after January 1, 2015;
- For community colleges and TCATs, take notice of the Administration's desire that the dual enrollment charge be held constant for a three year period of time (beginning FY 2015-16);
- For TCATs, note that the uniform TCAT dual enrollment fee would not apply to TCATs where existing agreements provide for payment of full maintenance fees by third party payers; and
- Approve dual enrollment maintenance fees as follows:

<u>Sector</u>	<u>Per Hour Fee</u>	<u>Total Fee</u>
Universities	\$166.00	NA
Community Colleges	\$166.00	NA
TCATs		
35-72 Scheduled Hours	NA	\$100.00
73-107 Scheduled Hours	NA	\$200.00
108 & Over Scheduled Hours	NA	\$300.00

End of Material



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting
SUBJECT: Legislative Update
DATE: December 11, 2014
PRESENTER: David Gregory
ACTION REQUIRED: Voice Vote
STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

In preparation for the 109th Tennessee General Assembly which convenes in Nashville on January 13, 2015, the Board will review and consider for approval the 2015 TBR system-wide legislative package. Board action is required on all initiatives that become part of the TBR legislative package. We look forward to presenting these items to the Board on December 11th.



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting
SUBJECT: Approval of New Degree Programs
DATE: December 11, 2014
PRESENTER: Vice Chancellor Tristan Denley and Vice Chancellor Warren Nichols
ACTION REQUIRED: Voice Vote
STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

UNIVERSITY PROPOSAL

Middle Tennessee State University

Master of Science (M.S.) in Finance

Middle Tennessee State University proposes to offer a 33 SCH hybrid degree which will graduates to undertake and/or advance in careers that are key to the functioning of the 21st century global economy, including financial planning, investment banking, financial management, corporate finance, financial analysis, investment fund management, and treasury operations among others. This would be the sole program of its kind in a public university in Tennessee.

COMMUNITY COLLEGE PROPOSALS

Chattanooga State Community College

Associate of Applied Science (A.A.S.) in Hospitality and Tourism Management

The proposed program will prepare graduates for entry into a wide range of management positions in the lodging, food & beverage, and tourism industries to address regional workforce needs in Hospitality and Tourism. The program is designed with a strong emphasis on applied leadership skills. Students will be exposed to various sectors within the field through a curriculum that includes internships, theory, case studies, and group projects that will assist students in guiding their career path development in four (4) areas of concentration: 1) Culinary Arts, 2) Food and Beverage Management, 3) Hotel Management, and 4) Tourism.

Pellissippi State Community College

Associate of Applied Science (A.A.S.) in Welding Technology

The proposed program will prepared individuals as welders or metal fabricators who apply basic engineering principles and technical skills to the design and engineering of welding and joining systems. Students enrolled in the program may attain numerous certifications to codes and standards and will be capable of stepping into supervisory or management roles. The program is largely funded through a grant from the Southeastern Economic and Educational Leadership Consortium (SEELC) where Pellissippi State serves as a lead institution with five other colleges located in Tennessee, Florida, and South Carolina.

ACADEMIC PROPOSAL SUMMARY

December 2014 TBR Quarterly Meeting

INSTITUTIONS: Middle Tennessee State University (MTSU)

PROPOSAL: Establish a new Master of Science (M.S.) in Finance

EFFECTIVE DATE: Fall 2015

PURPOSE:

MTSU proposes to offer a graduate degree in finance to broaden the knowledge base and expertise of those who work in the growing field of finance, assisting individuals, companies and governments among others in navigating the increasingly complex and essential world of financial analysis and the global economy, including financial planning, investment banking, financial management, corporate finance, financial analysis, investment fund management and treasury operations among others. The proposed hybrid program is designed to be completed in three semesters (FT) or six (PT). In addition to addressing the areas of labor force and societal need, the course of study in the M.S. in Finance provides a well-rounded exposure to the key domains of knowledge that students will need to sit for professional certification exams after they have accrued sufficient professional experience in their fields including Chartered Financial Analyst (CFA), Certified Financial Planner (CFP), Certified Treasury Professional (CTP), and Certified Management Accountant (CMA).

INSTITUTIONAL PRIORITY (Justify why this is a priority and why at this time)

As a regional university, MTSU strives to meet the demands of the citizens and economy of the Middle Tennessee region. The *THEC Academic Program Supply and Occupational Demand Projections: 2008-2018* projected Business Financial Management as one of the top 10 undersupplied pathways. As more Americans rely on 401(k) and other personally managed retirement options and as the global financial and investment environment become more complex and diverse, the need for a program such as this becomes paramount. Additionally, the College of Graduate Studies and the Department of Economic and Finance have received numerous requests for such a master's degree, especially given the lack of such a master's degree at a public university in the state.

CURRICULUM: The proposed program requires completion of 33 semester credit hours distributed as follows:

<u>Curriculum Component</u>	<u>Hour Required</u>
General Education	0
Major Field Core (courses required of all students in program)	24
Concentration (courses specific to the concentration)	0
Electives (may be guided or general electives)	6
Other: Capstone Course FINC 6720	3
TOTAL:	33 SCH

No. of new courses: 0 with 0 credit hours

NEED:

In addition to addressing the areas of labor force and documented societal need, the course of study in the M.S. in Finance provides a well-rounded exposure to the key domains of knowledge that students will need to sit for professional certification exams after they have accrued sufficient professional experience in their fields. These certifications include Chartered Financial Analyst (CFA), Certified Financial Planner (CFP), Certified Treasury Professional (CTP), and Certified Management Accountant (CMA).

IMPACT:

The potential impact of this degree is evidenced by the strong endorsement of the experienced leaders who have written letters of support for the M.S. in Finance. Kyle G. Motley, Senior Associate for Alvarez & Marsal Valuation Services of Chicago, notes that “the need for advanced financial professions has never been greater.” Speaking specifically of the greater Nashville area, Lisa Kelley, the Vice President for Finance at Asurion, one of the largest employers in the area, eagerly anticipates how the M.S. in Finance degree program at MTSU will have a “positive impact on the growing demand and limited supply of finance professionals” in the area. The President of the Rutherford County Chamber of Commerce, Paul Latture III, cites the new degree as helping “our economic development efforts,” and Lynn Marie Heathcoat, Chief Financial Officer of the Tennessee Valley Healthcare System of the Department of Veterans Affairs specifically cited a lack of qualified individuals for positions she currently has open and that will therefore have to be filled by qualified candidates from out of state.

PLANS FOR ACCREDITATION:

AACSB (Association to Advance Collegiate Schools of Business) reaffirmation is on a five-year cycle, and the Jones College of Business accreditation was reaffirmed in spring 2011. It is expected that the next review will be in 2016, at which time this program will be included. This degree will also be included in future SACS accreditation review of the university.

PROJECTED STUDENT ENROLLMENT:

Year	Full-Time Headcount	Part-time Headcount	Total Year Headcount	FTE	Graduates
1	8	16	24	18.7	0
2	12	20	32	25.3	6
3	18	25	43	34.7	14
4	20	25	45	36.7	20
5	20	25	45	36.7	26

MTSU estimates annualized headcount and FTE growth of approximately 20 percent. Full-time students are projected to enroll in 9 SCH per term and part-time students in 6 SCH per term.

ORGANIZATIONAL STRUCTURE:

The M.S. in Finance program will be housed in the Department of Economics and Finance within the Jennings A. Jones College of Business. A new organizational unit is not required.

PROJECTED NEW COSTS AND REVENUE:

The proposed program will need two additional full-time, tenure-track faculty members to offer all of the courses specified in the program's curriculum and to meet student demand as enrollment grows. The first additional faculty member would be added in year one and would specialize in corporate finance. The second (who is projected to be hired in year 3 of the program, as increased student demand requires additional capacity) would specialize in investments. In addition, to these two additional faculty members, an existing faculty member will serve as the Graduate Program Director (GDP) for this program immediately following its approval in order to coordinate recruitment, advising, and scheduling. He will receive a one-course reassignment each semester as well as a summer stipend in order to perform coordination and advising duties. Both faculty positions, as well as funds to support the GDP will be covered generates tuition and fees to cover the cost of operating this program.

STAFF RECOMMENDATION:

As part of the TBR-THC endorsed program approval process, an expert in the field was invited to the campus to serve as an external reviewer. Dr. Richard L. Smith, the Phillip L Boyd Chair and Professor of Finance at the A. Gary Anderson Graduate School of Management at the University of California- Riverside conducted the external review on August 14, 2014. He offered a "...recommendation to approved based on the evident need for well-qualified finance professionals in the region and the demonstrated ability of the faculty to appropriately prepare graduates of the program for professional employment in finance."

The proposal has been reviewed by the staff of the Office of Academic Affairs. Board approval is recommended.

THEC Financial Estimate Form
Middle Tennessee State University
Master of Science in Finance
Attachment A

Five-year projections are required for baccalaureate and post-baccalaureate programs and certificates.
Three-year projections are required for associate degrees and undergraduate certificates. Projections should include cost of living increases per year.

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
I. Expenditures					
A. One-time Expenditures					
New/Renovated Space	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	-	-	-	-	-
Library	-	-	-	-	-
Consultants	-	-	-	-	-
Travel	-	-	-	-	-
Other	1,500	-	-	-	-
Sub-Total One-time	<u>\$ 1,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
B. Recurring Expenditures					
Personnel					
Administration					
Salary	\$ 14,200	\$ 14,200	\$ 18,400	\$ 18,400	\$ 18,400
Benefits	-	-	-	-	-
Sub-Total Administration	<u>14,200</u>	<u>14,200</u>	<u>18,400</u>	<u>18,400</u>	<u>18,400</u>
Faculty					
Salary	\$ 135,000	\$ 137,700	\$ 280,908	\$ 286,526	\$ 292,257
Benefits	40,500	41,310	84,272	85,958	87,677
Sub-Total Faculty	<u>\$ 175,500</u>	<u>\$ 179,010</u>	<u>\$ 365,180</u>	<u>\$ 372,484</u>	<u>\$ 379,934</u>
Support Staff					
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Sub-Total Support Staff	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Graduate Assistants					
Salary	\$ 13,000	\$ 19,500	\$ 32,500	\$ 52,000	\$ 52,000
Benefits	-	-	-	-	-
Tuition and Fees* (See Below)	16,848	26,535	46,435	78,008	81,912
Sub-Total Graduate Assistants	<u>\$ 29,848</u>	<u>\$ 46,035</u>	<u>\$ 78,935</u>	<u>\$ 130,008</u>	<u>\$ 133,912</u>
Operating					
Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Printing	-	-	-	-	-
Equipment	-	-	-	-	-
Other	20,000	20,000	20,000	20,000	20,000
Sub-Total Operating	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
Total Recurring	<u><u>\$ 239,548</u></u>	<u><u>\$ 259,245</u></u>	<u><u>\$ 482,515</u></u>	<u><u>\$ 540,892</u></u>	<u><u>\$ 552,246</u></u>
TOTAL EXPENDITURES	<u><u>\$ 241,048</u></u>	<u><u>\$ 259,245</u></u>	<u><u>\$ 482,515</u></u>	<u><u>\$ 540,892</u></u>	<u><u>\$ 552,246</u></u>
(A+B)					

*If tuition and fees for Graduate Assistants are included, please provide the following information.

Base Tuition and Fees Rate	\$ 8,424.00	\$ 8,845.00	\$ 9,287.00	\$ 9,751.00	\$ 10,239.00
Number of Graduate Assistants	2	3	5	8	8

	Year 1	Year 2	Year 3	Year 4	Year 5
II. Revenue					
Tuition and Fees ¹	242,088	348,720	495,144	553,860	581,520
Institutional Reallocations ²	(1,040)	(89,475)	(12,629)	(12,968)	(29,274)
Federal Grants ³	-	-	-	-	-
Private Grants or Gifts ⁴	-	-	-	-	-
Other ⁵	-	-	-	-	-
BALANCED BUDGET LINE	\$ 241,048	\$ 259,245	\$ 482,515	\$ 540,892	\$ 552,246

Notes:

- In what year is tuition and fee revenue expected to be generated and explain any differential fees. Tuition and fees include maintenance fees, out-of-state tuition, and any applicable earmarked fees for the program.
Tuition revenue is expected in year on and includes full-time & part-time as well as in-state & out-of-state students
Tuition is calculated at 2013-14 rates with 5% increase per year. FT is 9 credits per semester / PT is 6 credits per semester
YR 1: 4 FT (in-state) + 4 FT (out-of-state) and 12 PT (in-state) + 4 PT (out-of-state)
YR 2: 6 FT (in-state) + 6 FT (out-of-state) and 15 PT (in-state) + 5 PT (out-of-state)
YR 3: 9 FT (in-state) + 9 FT (out-of-state) and 20 PT (in-state) + 5 PT (out-of-state)
YR 4: 10 FT (in-state) + 10 FT (out-of-state) and 20 PT (in-state) + 5 PT (out-of-state)
YR 5: 10 FT (in-state) + 10 FT (out-of-state) and 20 PT (in-state) + 5 PT (out-of-state)

- Please identify the source(s) of the institutional reallocations, and grant matching requirements if applicable.

No institutional reallocations required

- Please provide the source(s) of the Federal Grant including the granting department and CFDA number.

N/A

- Please provide the name of the organization(s) or individual(s) providing grant(s) or gift(s).

N/A

- Please provide information regarding other sources of the funding.

N/A

NOTE: The \$20,000 per year included in "Recurring Expenses - Other" is for purchase of additional electronic Library resources

ACADEMIC PROPOSAL SUMMARY

December 2014 TBR Quarterly Meeting

INSTITUTION: Chattanooga State Community College (ChSCC)

PROPOSAL: Establish a new A.A.S. in Hospitality & Tourism Management with four (4) concentrations: 1) Culinary Arts, 2) Food & Beverage Management, 3) Hotel Management, and 4) Tourism

EFFECTIVE DATE: Spring 2015

PURPOSE:

The proposed program will prepare graduates for entry into a wide range of management positions in the culinary arts, food & beverage management, hotel, and tourism industries. The program is designed with a strong emphasis on applied techniques and skills. Students will be exposed to various sectors within the field through a curriculum that includes practical applications, theory, case studies, group projects and internships that will assist them in guiding their career path development. Graduates will be positioned for opportunities leading towards management positions through their degree and with experience gained in the industry.

This program has been established with extensive support from Vision Hospitality Group, 3HGroup Hotels, KPH Development, and NOON Management, LLC, all industry leaders based in Chattanooga. The corporate partners have been actively involved in shaping the curriculum and direction of the program. The partners have been insistent that the need is to establish a robust hospitality program in the Greater Chattanooga area. Letters of support from regional employers were provided.

Initially all courses will be offered in the traditional format and include extensive application of practical skills. As the program matures there may be opportunities to offer some courses using the hybrid format. This program will employ the cohort model.

CURRICULUM:

The proposed program requires completion of 60 semester credit hours distributed as follows:

<u>Culinary Arts</u>	<u>Hours Required</u>
General Education	15
Major Field Core	24
Concentration	<u>21</u>
TOTAL:	60

<u>Food & Beverage Management</u>	<u>Hours Required</u>
General Education	15
Major Field Core	25
Concentration	<u>20</u>
TOTAL:	60

<u>Hotel Management</u>	<u>Hours Required</u>
General Education	15
Major Field Core	25
Concentration	<u>20</u>
TOTAL:	60

<u>Tourism</u>	<u>Hours Required</u>
General Education	15
Major Field Core	25
Concentration	<u>20</u>
TOTAL:	60

Since this is an entirely new program, all courses are new except for the general education courses. Twenty eight new courses are required. The general education and major field core requirements are in compliance with the established curriculum for the A.A.S. in Hospitality Management at Southwest Tennessee Community College (STCC). STCC is the only other community college offering the A.A.S. in Hospitality Management. The proposed concentration in Culinary Arts is in compliance with the Statewide Common Curriculum for Culinary Arts which will be implemented by all participating TBR community colleges in 2015.

Admission, retention, and graduation requirements are proposed to be the same as those published in the institution's *Catalog* for general admission to the college.

NEED:

The hospitality industry is one of the fastest growing sectors of the Chattanooga economy. Tourism is a \$15 billion industry in Tennessee and Chattanooga is the fourth largest market in the state. The *Times Free Press* recently reported that the number of hotel rooms increased 7.5 percent in 2013. Of the 3 million people who visit Chattanooga each year, 80 percent come from less than three hours away. According to data from the [Chattanooga Chamber of Commerce](#), 10 percent of employment in Chattanooga is now in the "Leisure and Hospitality" sector. Average annual employment is 25,000 with countless other jobs benefiting from tourism. Results from the "Needs Survey" conducted in January 2014 showed that employers expect to significantly increase hiring over the next two years (42 percent full-time staff and 44 percent part-time staff).

The proposed program addresses academic and workforce development needs within the College's service region. The *Academic Program Supply and Occupational Demand Projections: 2008 – 2018* quantifies the expected shortage in this field as follows:

<u>Career Path</u>	<u>Supply</u>	<u>Demand</u>	<u>Shortage</u>
9.1 – Restaurant/Food & Beverage Pathway	69	1,274	1,205
9.2 - Lodging Pathway	54	2,155	2,151
9.3 - Tourism Pathway	0	153	153

Locally, this program is supported by several organizations across the hospitality industry, including the Chattanooga Convention & Visitors Bureau, The Chattanooga Chamber of Commerce, 3H Group Hotels, Vision Hospitality Group, and NOON Management, LLC. The program is partially funded by *The Michael P. Hennen Memorial Fund at the Community Foundation of Greater Chattanooga*.

IMPACT:

The result of offering an education program specific for this segment include: higher wages, better career opportunities in the local area, and an improved service reputation in the metro area that creates a loyal customer base and greater tax generation base. A positive impact is anticipated for the regional workforce, the institution, and students.

PLANS FOR ACCREDITATION:

The degree will be included in our next *Accreditation Council for Business Schools and Programs* (ACBSP) accreditation cycle in 2015. Additionally, we will seek accreditation for the Culinary Arts concentration from the *Accrediting Commission of the American Culinary Federation Education Foundation* (ACFEF) at the earliest possible opportunity.

ORGANIZATIONAL STRUCTURE:

The proposed program will be located within the Business and Information Technologies Division.

PROJECTED STUDENT ENROLLMENT:

Year	Full-Time Headcount	Part-time Headcount	Total Year Headcount	FTE	Graduates
1	30	25	55	50.5	0
2	50	35	85	95	35
3	50	35	85	106	35
4	50	35	85	106	35
5	50	35	85	106	35

PROJECTED NEW COSTS AND REVENUE:

The first year of the program will require an additional 12-month full-time faculty position with current experience in the culinary industry (estimated cost of salary and benefits is \$87,750) and an additional 9-month full-time faculty with experience in Hospitality or Hotel Management (estimated cost of salary and benefits is \$67,500). The financial estimate includes a 1 percent increase in salary and benefit costs per year.

Based on expected enrollments, ChSCC plans to add a second culinary faculty member (9-month) at a cost of \$67,000 in the second year of the program. A pool of qualified adjunct instructors will be developed and is available. The culinary portion of the program will require a Facility Manager. This will be a part-time position in the first year at a cost of \$14,375 for salary and benefits. Based on expected enrollments the position will move to full-time during the second year at a cost of \$33,750 for salary and benefits. In the second year there will be a need for a clerical support position to support the overall program at a cost of \$33,750 for salary and benefits.

A fund raising event held on July 20th exceeded its goal of \$200,000 which is in a restricted fund primarily for renovating classroom/kitchen space and purchasing equipment. In addition, the College has secured \$11,000 in a program fund for this initiative and approx. \$20,000 in-kind gifts towards renovating the hotel classroom. Finally, once the College raises \$300,000, one donor pledged \$25,000 as a "1:1 matching challenge" to help us achieve a stretch goal of \$350,000. We will be working diligently to leverage this challenge.

The detailed financial projections for the proposed program are provided immediately following this summary. It is important to note that the local business supporters held a fundraising event at Hennen's Restaurant in Chattanooga on July 21, 2014 and raised the necessary funds to support the new program startup.

STAFF RECOMMENDATION:

The proposal has been reviewed by the staff of the Office of Community Colleges. Board approval is recommended.

THEC Financial Estimate Form
Chattanooga State Community College
Hospitality Management
Associate of Applied Science

Five-year projections are required for baccalaureate and post-baccalaureate programs and certificates. Three-year projections are required for associate degrees and undergraduate certificates. Projections should include cost of living increases per year.

	Year 1	Year 2	Year 3
I. Expenditures			
A. One-time Expenditures			
New/Renovated Space	\$ 210,000	\$ -	\$ -
Equipment	60,000	-	-
Library	-	-	-
Consultants	-	-	-
Travel	-	-	-
Other	-	-	-
Sub-Total One-time	270,000	0	0
B. Recurring Expenditures			
Personnel			
Administration			
Salary	\$ -	\$ -	\$ -
Benefits	-	-	-
Sub-Total Administration	0	0	0
Faculty			
Salary	\$ 115,000	\$ 175,150	\$ 176,805
Benefits	40,250	59,515	60,094
Sub-Total Faculty	155,250	234,665	236,899
Support Staff			
Salary	\$ 12,500	\$ 50,000	\$ 50,500
Benefits	1,875	17,500	17,675
Sub-Total Support Staff	\$14,375.00	\$67,500.00	#####
Graduate Assistants			
Salary	\$ -	\$ -	\$ -
Benefits	-	-	-
Tuition and Fees* (See Below)	-	-	-
Sub-Total Graduate Assistants	\$0.00	\$0.00	\$0.00
Operating			
Travel	\$ 5,000	\$ 5,000	\$ 5,000
Printing (Marketing)	10,000	5,000	5,000
Operating Supplies	25,000	22,500	22,500
Instructional Supplies	25,000	42,500	42,500
Library	5,000	3,000	3,000
Other	-	-	-
Sub-Total Operating	70,000	78,000	78,000
Total Recurring	239,625	380,165	383,074
TOTAL EXPENDITURES	509,625	380,165	383,074
(A+B)			

*If tuition and fees for Graduate Assistants are included, please provide the following information:
Base Tuition and Fees Rate \$ - \$ - \$ -
Number of Graduate Assistants - - -

	Year 1	Year 2	Year 3
II. Revenue			
Tuition and Fees ¹	253,005	420,200	562,860
Institutional Reallocations ²	(13,380)	(40,035)	(179,786)
Federal Grants ³	-	-	-
Private Grants or Gifts ⁴	270,000	-	-
Other ⁵	-	-	-
TOTAL REVENUES	509,625	380,165	383,074

Notes:

1. In what year is tuition and fee revenue expected to be generated and explain any differential fees. Tuition and fees include maintenance fees, out-of-state tuition, and any applicable earmarked fees for the program.

Tuition will be generated in the first semester of the program.

2. Please identify the source(s) of the institutional reallocations, and grant matching requirements if applicable.
None

3. Please provide the source(s) of the Federal Grant including the granting department and CFDA number.
None

4. Please provide the name of the organization(s) or individual(s) providing grant(s) or gift(s).

A fund raising event held on July 22nd exceeded its goal of \$200,000 which is in a restricted fund primarily for renovating classroom/kitchen space and purchasing equipment.

We have secured an additional \$11,000 in a program fund for this initiative and approximately \$20,000 in-kind gifts towards renovating the hotel classroom.

Finally, once we raise \$300,000, one donor pledged \$25,000 as a "1:1 matching challenge" to help us achieve a stretch goal of \$350,000.

5. Please provide information regarding other sources of the funding.
None

ACADEMIC PROPOSAL SUMMARY

December 2014 TBR Quarterly Meeting

INSTITUTION: **Pellissippi State Community College**

PROPOSAL: **Establish a new A.A.S. in Welding Technology**

EFFECTIVE DATE: Fall 2015

PURPOSE:

The proposed Welding Technology program will prepare individuals as welders or metal fabricators who apply basic engineering principles and technical skills to the design and engineering of welding and joining systems and the implementation of welding processes. It will prepare students with skills in and knowledge of Flux-Core Arc Welding (FCAW), Gas Metal Arc Welding (GMAW) (MIG), Gas Tungsten Arc Welding (GTAW) (TIG), and Shielded Metal Arc Welding (SMAW). Students enrolled in the program may attain numerous certifications to codes and standards from organizations such as, the American Petroleum Institute (API), American Society of Mechanical Engineers (ASME), and American Welding Society (AWS).

Graduates will be capable of stepping into supervisory or management roles. Pellissippi State recognizes the need in the community for the basic welding skills acquired at the TCAT or other training centers; therefore, the proposed program will not attempt to fill those needs or replicate those programs. This will be the first A.A.S. in Welding Technology in the TBR system. Currently, Chattanooga State and Northeast State have concentrations and/or certificates in this area. All will be subject to common curriculum alignment within the next two years.

Pellissippi State will work in collaboration with Knox County Schools' Career, Technical and Education (KCS). In partnership with KCS, the Byington-Solway welding lab will become a shared resource used during the day for high schools students and in the evening for Pellissippi State students. The College is creating a 1+1 so that students can move from high school to college and complete the A.A.S. in one additional year. In addition, as part of the SEELC grant funded program and the partnership between PSCC and KCS, an American Welding Society Accredited Test Facility (ATF) will be established at the Byington-Solway site to enhance the supply of certified welders. The ATF will be the closest one in the region, serving not only the Knoxville area, but surrounding states as well. It has the potential to generate revenue to help sustain the program since it will be open to both students and the general public allowing businesses to take advantage of the ATF.

CURRICULUM:

The proposed program requires completion of 60 semester credit hours distributed as follows:

<u>Curriculum Component</u>	<u>Hours Required</u>
General Education	15
Major Field Core (courses required of all students in program)	45
Concentration (courses specific to the concentration)	<u>0</u>
TOTAL:	60

Eleven (11) new courses that total 36 SCH are required for the proposed curriculum and are identified in the following list:

Major Field Courses

<u>Rubric/Number</u>	<u>Course Title</u>	<u>Credit Hours</u>
ENGT 1200	Industrial Science	3
MET 2111	Industrial Safety Management	3
MET 2810	Non-Destructive Testing	3
WELD 1010	Quality & Inspection	4*
WELD 1030	Pattern Development	2*
WELD 1070	Shielded Metal Arc Welding (SMAW/STIK)	3*
WELD 1210	Welding Blueprints	2*
WELD 1410	Metallurgy & Materials Testing	4*
WELD 2010	Gas Metal Arc Welding (GMAW/MIG)	3*
WELD 2020	Gas Tungsten Arc Welding (GMAW/TIG)	3*
WELD 2120	Pipe Welding	3*
WELD 2310	Welding Practicum I	4*
WELD 2320	Welding Practicum II	4*
WELD 2330	Welding Practicum III	4*

*New Course

Admission, retention, and graduation requirements are proposed to be the same as those published in the institution's *Catalog* for general admission to the college.

The planned delivery method is cohorts of 12-15 students in order to maximize time that the labs are available for use and to help provide students with a plan to completion. Delivery method will be on-ground with lecture and lab offerings. The College plans to develop opportunities with Knox County and Blount County Schools to provide dual enrollment offerings.

NEED:

It is estimated that over 300 qualified welders will be needed in the construction of a new Uranium Processing Facility (UPF) as part of a high-profile federal mission underway in Oak Ridge. As part of a recently approved \$34 billion dollar House appropriations bill, this \$6.5 billion dollar project is a key infrastructure investment for our country with Building 9212 capabilities, and is slated to open in 2025 at the Y-12 National Security Complex. Y-12 is a long standing partner with PSCC. Welding experts from Y-12 provided input on the development the proposed curriculum.

In addition to the construction of the UPF facility, there are a number of manufacturing companies expanding their operations making the demand for a trained welding workforce even more critical. ALCOA recently was awarded a contract to provide the aluminum for the new Ford F150 hoods. Other companies that hire welding professionals in the local area include: Eagle Bend, Boatmate Trailers, LLC, DENSO Manufacturing, Rybovich, and StandardAero. Completion of this degree also serves to provide the necessary training for those careers that work closely with the construction industry, the structural steel industry, manufacturing, and industrial pipefitters.

Pellissippi State, along with five other community and state colleges located in TN, FL, and NC, received the **Southeastern Economic and Educational Leadership Consortium** grant (SEELC). Pellissippi State is the lead for the grant. The goal of the grant is to improve education and training opportunities for Trade Adjustment Assistance (TAA) eligible workers, veterans and long-term unemployed adults, but more lastingly, facilitate a permanent change in approach to serving employers, workers and the community at-large.

All six college consortium members have integrated a strong partnership approach with both their local workforce investment boards (WIBs) and their state workforce agencies (SWAs) in order to ensure that TAA-eligible workers and unemployed adults, including veterans, are: (1) referred to colleges for education and training services; (2) provided the entire array of services they are entitled to, including education and training leading to employment; (3) given access to competency assessment services aligned to welding, machining and manufacturing career pathways and credentials; and (4) in receipt of job referral and placement opportunities.

IMPACT:

The initial impact of providing the A.A.S. in Welding Technology will be to provide mid-East Tennessee Valley with graduates who are certified-ready so that they may fill government and private-sector jobs that require certification. Welding is an increasingly high-tech skill. The challenge is to provide education which prepares employees for a diversity of manufacturers in the Knoxville metropolitan area, dynamic manufactures that require a skilled workforce able to handle complex technologies and address regional workforce skills gaps.

PLANS FOR ACCREDITATION:

The establishment of the program will require a SACSCOC Substantive Change Review which the institution will appropriately address.

The Engineering Technology A.A.S. program is accredited by the Association of Technology, Management, and Applied Engineering (ATMAE). “The primary purpose of ATMAE accreditation is to encourage and recognize the attainment of certain professional goals and standards for Technology and to encourage "Continuous Quality Improvement.” Pellissippi State will submit the Welding Technology program for ATMAE review in 2017.

ORGANIZATIONAL STRUCTURE:

The proposed program will be housed in the Division of Engineering & Media Technologies and reports through the Office of Academic Affairs.

PROJECTED STUDENT ENROLLMENT:

Year	Full-Time Headcount	Part-time Headcount	Total Year Headcount	FTE	Graduates
1 2015-2016	12	0	12	12	0
2 2016-2017	31	0	31	31	7
3 2017-2018	38	0	38	38	14
4 2018-2019	38	0	38	38	14
5 2019-2020	38	0	38	38	14

Estimates are conservative. The FTE for year one was based on a planned cohort of 12 students attending full time. For year two through five estimates reflect starting two cohorts each year. The program will be self-sustaining prior to the end of the grant funded period.

PROJECTED NEW COSTS AND REVENUE:

The SEELC Grant will provide funding to cover the costs associated with establishing an A.A.S. degree in welding to include paying for personnel resources, equipment and supplies, and professional development and travel. The new equipment is technology based with simulation software enabling Pellissippi State to provide hybrid courses where the students will do the

classroom/lecture portion on-line and attend labs on campus. The selected equipment is required to be accredited by the American Welding Society (AWS) Equipment includes simulations, e-learning objects, and resources to assist with self-paced learning to allow learning acceleration.

The institution's existing resources are appropriate to address instruction, library holdings, and academic advising. The program will be supported through existing administrative and support staff. One additional full-time faculty position is required and adjunct faculty will also be utilized as needed.

The excess funds provided by the grant will be redistributed across other programs covered in the grant. The priority is for equipment and teaching/instructor aides (i.e. software, smart carts), so budget modifications may include spending for more equipment according to institutional priorities and regional workforce needs.

The detailed financial projections are provided immediately following this summary.

STAFF RECOMMENDATION:

The proposal has been reviewed by the staff of the Office of Community Colleges. Board approval is recommended.

THEC Financial Estimate Form
Pellissippi State Community College
Welding Technology A.A.S.

Five-year projections are required for baccalaureate and post-baccalaureate programs and certificates. Three-year projections are required for associate degrees and undergraduate certificates. Projections should include cost of living increases per year.

	2014-15 Year 1	2015-16 Year 2	2016-17 Year 3	2017-18 Year 4	2018-19 Year 5
I. Expenditures					
A. One-time Expenditures					
New/Renovated Space	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	84,100	4,000	-	-	-
Library	-	-	-	-	-
Consultants	166,732	130,000	-	-	-
Travel	-	2,198	-	-	-
Other	38,179	10,500	1,500	-	-
Sub-Total One-time	\$ 289,011	\$ 146,698	\$ 1,500	\$ -	\$ -
B. Recurring Expenditures					
Personnel					
Administration					
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Sub-Total Administration	-	-	-	-	-
Faculty					
Salary	\$ -	\$ 56,140	\$ 56,140	\$ 56,140	\$ 56,140
Benefits	-	17,157	17,157	17,157	17,157
Sub-Total Faculty	\$ -	\$ 73,297	\$ 73,297	\$ 73,297	\$ 73,297
Support Staff					
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Sub-Total Support Staff	\$ -	\$ -	\$ -	\$ -	\$ -
Graduate Assistants					
Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Tuition and Fees* (See Below)	-	-	-	-	-
Sub-Total Graduate Assistants	\$ -	\$ -	\$ -	\$ -	\$ -
Operating					
Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Printing	-	-	-	-	-
Equipment	-	-	-	-	-
Other	-	3,600	9,300	11,400	11,400
Sub-Total Operating	\$ -	\$ 3,600	\$ 9,300	\$ 11,400	\$ 11,400
Total Recurring	\$ -	\$ 76,897	\$ 82,597	\$ 84,697	\$ 84,697
TOTAL EXPENDITURES (A+B)	\$ 289,011	\$ 223,595	\$ 84,097	\$ 84,697	\$ 84,697

*If tuition and fees for Graduate Assistants are included, please provide the following information.

Base Tuition and Fees Rate	\$ -	\$ -	\$ -	\$ -	\$ -
Number of Graduate Assistants	-	-	-	-	-

	Year 1	Year 2	Year 3	Year 4	Year 5
II. Revenue					

Tuition and Fees ¹	-	24,252	65,782	84,668	85,097
Institutional Reallocations ²	(11,221)	(103,695)	(282,525)	(121,411)	(400)
Federal Grants ³	300,232	303,038	300,840	121,440	-
Private Grants or Gifts ⁴	-	-	-	-	-
Other ⁵	-	-	-	-	-
BALANCED BUDGET LINE	<u>\$ 289,011</u>	<u>\$ 223,595</u>	<u>\$ 84,097</u>	<u>\$ 84,697</u>	<u>\$ 84,697</u>

Notes:

1. In what year is tuition and fee revenue expected to be generated and explain any differential fees. Tuition and fees include maintenance fees, out-of-state tuition, and any applicable earmarked fees for the program.

Year 2 Tuition (2015-2016) \$ 2021 (15 credit hours) x 12 projected FTE = \$ 24,252
Year 3 (2016-2017) \$ 2122* x 31 projected FTE = \$ 65,782
Year 4 (2017-2018) \$ 2228* x 38 projected FTE = \$ 84,668
Year 5 (2018-2019) \$ 2239* x 38 projected FTE = \$ 85,097* Projected increase in tuition 5% annually.
We refer to fiscal year, because of grant, which runs October 1 through September 30, not academic calendar.

2. Please identify the source(s) of the institutional reallocations, and grant matching requirements if applicable.
n/a
3. Please provide the source(s) of the Federal Grant including the granting department and CFDA number.
Name of Federal Agency: Employment and Training Administration
Catalog of Federal Domestic Assistance Number: 17.282
CFDA Title: Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants
Funding Opportunity Number: SGA-DFA-PY-12-10
Funding Opportunity Title: Trade Adjustment Assistance Community College and Career Training Grants Program
Competition Identification Number: SGA-DFA-PY-12-10-CONSORTIUM

4. Please provide the name of the organization(s) or individual(s) providing grant(s) or gift(s).
see above, note 3

5. Please provide information regarding other sources of the funding.

ADMIN info (SEELC): Title, Employment Dates, Annual Salary, Total Salary
1.0 FTE Project Manager 12/01/2013 - 12/31/2016 \$50,000 (annual) \$159,883 (total)
1.0 FTE Outcomes and Data Specialist 05/01/2014 – 12/31/2016 \$40,000 (annual) \$114,552 (total)
1.0 FTE Recruitment, Retention & Completion Coach 02/01/2014 – 09/30/2016 \$40,000 (annual) \$110,292 (total)

INSTRUCTOR info (SEELC): Title, Contract Dates, 12 month Contract Salary, Total Salary
(2) Lead Instructor 06/01/2014-09/30/2016 \$40,000 (12 mo.) \$193,920 (total)
(3) Welding Adjunct Instructor 06/01/2014-09/30/2016 \$12,000 (12 mo.) \$87,093 (total)

CALCULATING SALARIES FOR GRANT (SEELC): Pellissippi State College Project Staff and Instructors:
Full-time and Regular Part-time Employees are calculated at an average of 38%. Full-time benefits are: FICA (7.65%), State Retirement 11.75% (15.03%-10.00%), Unemployment (.10%), Terminal Leave
(.10%), Employee Fee Waiver (0.50%), 401-K Match (0.80%), Compensated Absences/OPEB (1.10%).

Part-time Temporary Employees and Adjunct are figured at 9% of wage and contract. Part-time benefits are: FICA (7.65%), Unemployment (1.35%).

All listed staff, faculty and instructor positions are charged 100% to this grant, with 100% of their time and effort assigned to direct program activities, unless noted.

All positions, with the exception of adjunct instructors, assume a program year 3% raise in wage.

The grant funds not used will be redistributed across to other programs covered in the grant. The priority is for equipment and teaching/instru



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting
SUBJECT: Approval of Reverse Transfer Policy: 2:02:00:02
DATE: December 11, 2014
PRESENTER: Vice Chancellor Tristan Denley
ACTION REQUIRED: Voice Vote
STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

Vice Chancellor Denley will present the proposed Reverse Transfer Policy: 2:02:00:02. Reverse transfer is a credit review of degree seeking students who transfer from a community college to a four year institution prior to receipt of the associate's degree to determine if and when the students complete the associate's degree requirements and, if so, to award them associate's degrees.

Reverse Transfer: Policies, Procedures, and Guidelines

Purpose

The purpose of this policy is to serve as a framework for Reverse Transfer across the State of Tennessee and among the three systems of higher education (Tennessee Board of Regents, University of Tennessee, and the Tennessee Independent Colleges and Universities).

Applies To

Universities

Community Colleges

Definitions

- Potential Reverse Transfer Degree candidates are those students who:
 - are currently enrolled at a Tennessee four-year institution and were previously enrolled as degree seeking students at a Tennessee community college or other Tennessee associate degree-granting institution;
 - have earned a minimum of 15 college credits towards an associate degree at the associate degree-granting institution; and
 - have earned a combined minimum of 60 total college-level credits.
- Screening Degree Audit:
 - The screening degree audit will be run on those students who are currently enrolled at a Tennessee four-year institution and were previously enrolled at a Tennessee community college or other Tennessee associate degree-granting institution as degree seeking students, have earned a combined minimum of 60 total college-level credits and have successfully transferred a minimum of 12 college credits towards an associate degree at the associate degree-granting institution.

Policy

I. Introduction

A. On April 4, 2012, Tennessee Governor Bill Haslam signed HB 2827 which amended Tennessee Code Annotated, Title 49 relative to higher education. This amendment added the following language to Section 1 Tennessee Code Annotated, Title 49, Chapter 7, Part 1:

The community colleges of the board of regents system are authorized and encouraged to enter into reverse articulation or reverse transfer agreements with the universities of the board of regents and the University of Tennessee systems and with private institutions of higher education that are accredited by the Southern Association of Colleges and Schools. The universities of the board of regents and the University of Tennessee systems are authorized and encouraged to enter into reverse articulation or reverse transfer agreements with the community colleges of the board of regents system.

B. In July 2012, a taskforce was convened to develop and implement a Reverse Transfer Process across the State of Tennessee. The original taskforce was comprised of members from the Tennessee Higher Education Commission, the Tennessee Board of Regents (TBR), the Tennessee Independent Colleges and Universities Association (TICUA), and the University of Tennessee (UT) systems.

C. The full taskforce defined Reverse Transfer as “a credit review of degree seeking students who transfer from a community college to a four year institution prior to receipt of the associate’s degree to determine if and when the students complete the associate’s degree requirements and, if so, to award them an associate’s degree.” While the remaining courses required for the associate degree are completed at a Tennessee four-year institution, it is the responsibility of the associate degree-granting institution to verify degree completion and to award the two- year degree.

D. Subsequently, workgroups were created and charged to develop components of the overall process. The workgroups included members from THEC, TICUA, TBR, and UT. The Policies/Procedures workgroup was charged with the development of academic policy/procedures that will serve as the framework for Reverse Transfer across the State of Tennessee and among the three systems of higher education (Tennessee Board of Regents, University of Tennessee, and the Tennessee Independent Colleges and Universities).

II. Participation

A. All TBR and UT institutions will participate in Reverse Transfer as encouraged and supported by the State of Tennessee HB 2827. TICUA institutions may choose to participate. Those state institutions that have existing Reverse Transfer agreements with other state institutions must participate in the statewide solution. However, state institutions may develop free-standing reverse transfer agreements with non-participating TICUA institutions.

III. Governance and Compliance

A. The UT-TBR-TICUA Articulation and Transfer Council will have oversight of the Reverse Transfer process and policies and will review the policy and its impact annually. Oversight responsibilities include, but are not limited to, assessment and evaluation of the process, reporting to the Legislature, and modifications in the process/policies as needed.

B. The University of Tennessee Center for Business and Economic Research (CBER) will house and maintain the server and will have primary responsibility for the stored data (demographic and academic) as well as the data extracted for evaluation and reporting purposes. CBER will maintain the confidentiality and integrity of the data and will have primary responsibility for research and reporting related to Reverse Transfer. Data collected for the Reverse Transfer process will not be integrated into or become part of the Tennessee Longitudinal Data System (TLDS) unless approved by the Chancellor/President on each campus. CBER will collaborate with THEC, TBR, TICUA, UT, the Lumina Foundation (Tennessee's grant project founder), and the Office of Community College Leadership and Research (OCCRL) at the University of Illinois Champagne-Urbana campus throughout the evaluation and reporting processes. The "Credit When It's Due" (CWID) founders contracted OCCRL to document a baseline analysis, policy change/implementation and aggregate student outcomes for the CWID project nation-wide. In addition, each campus/system may designate an individual to have access to individual records for their students to conduct additional research and/or to validate the number of students receiving an associate degree and their credit hours reported to THEC.

C. Policies/procedures must be in compliance with the standards of accreditation set forth by the Southern Association of Colleges and Schools (SACSCO).

1. Reverse Transfer candidates must complete "...at least 25 percent of the credit hours required for the degree" at the Tennessee institution awarding the associate's degree. (SACSCO 3.5.2)

2. Reverse Transfer candidates must adhere to the Catalog requirements established by the degree-granting institution. (SACSCO 3.5.3)

D. All student information shared between and among institutions to facilitate Reverse Transfer awards must be in compliance with FERPA guidelines and applicable State of Tennessee statutes.

IV. Policies

A. The Tennessee Higher Education Commission will work to identify and make any necessary modifications to the funding formula to reflect a spirit of full

collaboration among Tennessee institutions of higher education and reward participating Tennessee institutions accordingly. Reverse Transfer, an initiative to promote the educational attainment of adult learners through the full cooperation and collaboration among Tennessee institutions of higher education, will result in the generation of student and institutional outcomes where none previously existed.

B. Each institution will be responsible for the accuracy of Equivalency Tables and degree audits. Equivalency tables and degree audits must be reviewed and updated annually, or as new programs are approved.

C. The “last hours” policy shall be waived for Reverse Transfer degree candidates at all Tennessee institutions. Requiring students to complete any number of “last hours” at the community college would potentially place undue hardship on the student and would be counter-intuitive to the intent of Reverse Transfer.

D. To adhere to the FERPA guidelines, the four-year institution must have written permission from the student to send the results of the screening degree audit to the associate degree-granting institution for reverse transfer degree audit purposes. The process to obtain student consent must include a reasonable way to identify the individual and authenticate the identity of the student as the source of the consent to the disclosure of the education records. Schools must obtain written consent (e.g., hard copy, electronic consent) from those students who appear to have the credits for associate degree completion prior to sending the results of the screening degree audit to the associate degree-granting institution. The communication to the student must include the purpose for sending the information, the institution to which the student’s information will be sent, and the option to revoke participation in the reverse transfer process at any time. Additionally, four year institutions may provide a section on the transfer application to allow for the exchange of the screening degree audit results for reverse transfer audit purposes or to opt out of the reverse transfer degree audit.

E. If a Reverse Transfer degree candidate attended more than one associate degree- granting institution prior to transferring to a four-year institution, the degree confirming institution will be the institution where the student earned the most credits, provided the student earned a minimum of 15 credits at that institution to meet the SACSCO residency requirement (SACSCO 3.5.2) and the student meets the requirements for an associate degree at that institution. In the event the student has earned the same number of credits and meets the residency and degree requirements at two or more institutions, the institution that

the student attended most recently will be considered as the degree-granting institution.

1. A four-year institution may not accept all credits earned at the associate degree-granting institution (e.g., grades of "D") that may in fact count towards the associate degree. Therefore, a threshold of "successfully transferred" credits that is less than the minimum residency credits required at the associate degree-granting institution was established to capture and include those students who may have not had all earned degree credits accepted by the four-year institution. Students meeting this threshold are considered to be "close" to degree completion for purposes of the screening degree audit. The associate degree-granting institution will still have responsibility for the official degree audit and degree conferral, if the student is eligible.

F. Students will not be assessed a fee for to have the screening degree audit report sent to the associate degree-granting institutions in the degree audit process of Reverse Transfer.

G. Reverse Transfer degree recipients will not be assessed a graduation fee at the associate degree-granting institution.

H. Each community college and each participating four-year institution will designate a contact person for Reverse Transfer. The contact person will serve as a point of information to students, faculty, and advisors.

I. Students are afforded due process under the appeals process and procedures outlined in the Catalog at the appropriate institution.

J. Once a degree is conferred (baccalaureate or associate), the student will not be considered further for the reverse transfer process.

V. Procedures

A. Initially, Reverse Transfer degree awards will be limited to those degree programs that are currently identified as a Tennessee Transfer Pathway. Community Colleges also have the discretion to award the A.A. and A.S. General Studies degrees as reverse awards where applicable. All other associate degree programs should be added to the Reverse Transfer process as quickly as feasible.

1. Additionally, all two-year degrees may be considered for and awarded through Reverse Transfer. While it is likely that the majority of Reverse Transfer degrees awarded will be either A.A. or A.S. degrees, it is possible

that a student could complete the A.A.S., A.F.A, or A.S.T. degree requirements at a four-year institution, in which case the degree eligibility assessment would be made at the two-year institution.

B. The degree awarding process will be institution-initiated.

1. Reports will be generated each spring and fall semester (for May and December degree awards, respectively) to identify potential degree candidates and sent to the associate degree-granting institution for a degree audit and confirmation of degree. Potential degree candidates will be identified through a match of descriptive attributes which may include full name, permanent address, birth date, or other identifiers.

2. The associate degree-granting institution will send eligible students a letter of degree confirmation, information regarding participation in graduation ceremonies, and then mail diploma. Students will not need to file degree application for the associate degree.

3. A student may decline the degree.

4. Students being awarded a degree and the hours credited for the degree at the community college and four-year school will be recorded in the data set maintained by CBER.

C. The associate degree-granting institution will notify, in writing, those students whose associate degree audit indicates outstanding academic requirements for the Reverse Transfer associate degree and any “holds” the student may have.

1. Students will be notified of their progress toward the Reverse Transfer degree twice a year (spring and fall) to coincide with the reporting schedule identified in Procedure B.2.

2. It is the student’s responsibility to complete any outstanding academic requirements within his/her Catalog time limit in order to be considered for a Reverse Transfer degree.

3. It is the student’s responsibility to clear any and all “holds” to be considered for a Reverse Transfer degree.

D. Website information for Reverse Transfer will be developed with input from UT, TBR, and TICUA, and will be located on the Tennessee Transfer Pathway website which is maintained by Tennessee Technological University. Each participating associate- degree granting institution will have a Reverse Transfer page that will include a link to the Reverse Transfer website. The institution’s

Reverse Transfer contact person's name, email, and telephone number as well as general information about Reverse Transfer will be included on the institution page.

VI. Guidelines

A. The general education assessment requirement may be waived for Reverse Transfer degree candidates at the discretion of the degree-granting institution.

1. The 2010 Tennessee Higher Education Commission's Quality Assurance guidelines concerning General Education Assessment (p. 7) indicate: "Institutions may exclude students from testing for 'good cause.' Good cause exemptions must be supported by documentation from the institution's chief academic officer. Exceptions should not be approved for simple inconvenience. This material should be available for review by Commission staff if needed."

(http://www.tennessee.gov/thec/Divisions/AcademicAffairs/performance_funding/PF%202010-15%20Guidebook%20Mar%2017%202011.pdf)

2. Reverse Transfer degree recipients will then complete the general education assessment as graduating seniors from a Tennessee baccalaureate degree program.

3. Therefore, community colleges will not be penalized under THEC Performance Funding Quality Assurance guidelines for waiving the general education assessment requirement for Reverse Transfer degree recipients (See Policy A in this document).

B. Upper division courses completed at a four-year institution may be considered for lower division course substitution on a case-by-case basis and in accordance with current policy at the associate degree-granting institution.

C. Reverse Transfer degree recipients may participate in the graduation ceremonies at the degree-granting institution. Students who choose to participate in the ceremony will be responsible for cap and gown rental.)

Source

Approved by the Full Reverse Transfer Taskforce: 6/20/14; Revised and Approved by the Articulation and Transfer Council:



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting: December 11, 2014
SUBJECT: Approval of University Housing Policies
DATE: December 11, 2014
PRESENTER: Vice Chancellor Tristan Denley
ACTION REQUIRED: Voice Vote
STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

At its meeting on June 19, 2014, the Board approved an amendment to existing TBR Policy No. 3:03:01:0 - Student Residence Regulations and Agreements - together with the repeal of TBR Policy No. 3:03:03:01- Residence Hall Visitation Policy. This action resulted in the merger of the former two (2) policies into a single student residence policy, which is TBR Policy No. 3:03:01:00 - Student Residence Regulations. Section I: General Requirements of said policy stipulates that, "Each institution that operates student housing facilities shall adopt a policy consistent with this system-wide policy." In accordance with this provision, a separate Student Housing Policy for each TBR university has been developed. These six university housing policies are presented herein for the Board's approval. These policies describe eligibility for housing, housing application processes, housing agreements, student resident conduct, visitation, and other regulations including those specific to a particular residence facility or type of residence facility. No changes to the type or amount of fees and charges related to university housing from those fees and charges previously approved and established in the institution's current housing agreement and/or residence life policy are included in these university housing policies.

For the development of the university housing policies under consideration by the Board, each TBR university initiated a process to develop its housing policy to align with the revised system-wide Student Residence Regulations. These processes included participation in system-wide conference calls held by the Office of Academic Affairs, which included a representative of the Office of General Counsel to provide guidance and to address specific questions raised by university Housing Officers. The policy development process also included active interface between each institution and its General Counsel to assure compliance with legal requirements. The resulting six student housing policies have undergone final review and approval at their respective institutions as well as final review and approval by the Office of General Counsel and the Office of Academic Affairs. These institutional policies are scheduled to go into effect December 11, 2014 subsequent to Board approval.

**RULES
OF
THE TENNESSEE BOARD OF REGENTS
STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE**

INSTITUTIONAL STUDENT HOUSING POLICY

**CHAPTER 0240-04-01
AUSTIN PEAY STATE UNIVERSITY**

**THIS POLICY COMPLIES WITH
TBR POLICY STUDENT
RESIDENCE REGULATIONS
3:03:01:00**

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0240-04-01-.01 ELIGIBILITY.

- (1) All freshman single students under twenty-one (21) years of age not residing with their parents or legal guardians must reside in University housing and participate in a meal plan.
- (2) Residents must be enrolled students in order to reside in campus housing. If a resident ceases to attend classes for any reason other than illness, he/she will be asked to move from a residence hall. If a student withdraws from the University, he/she must vacate his/her room within twenty-four (24) hours after he/she completes his/her withdrawal procedures.
- (3) Married students living with their spouses and single students with dependent children have first priority for housing assignment in Emerald Hills Apartments (family housing).

0240-04-01-.02 RESIDENCE HALL CONDUCT AND DISCIPLINARY SANCTIONS.

- (1) Residents are expected to live by the general academic and social standards of Austin Peay State University as stated in the residence responsibilities (which follows in section .03) the Residence Life Handbook and in the Student Handbook. Persons who violate residence hall regulations are subject to disciplinary action, through the University Judicial System.
- (2) In addition, the following special regulations concerning conduct in residence facilities shall apply, and failure to comply with them shall subject the resident to disciplinary action.

(Rule 0240-04-01-.02, continued)

- (a) No pets or animals of any nature shall be permitted in any residence unit in any residence facility with the exception of fish in aquariums of up to 20 gallons. Therapy and service animals are permitted with proper documentation.
- (3) Occupants of a resident unit shall be responsible for all conduct in a unit including the conduct of visitors and guests.
- (4) Any residence unit may be searched with the consent of any occupant of the unit, or without such consent upon a finding of probable cause, and the issuance of an authorization to search by the appropriate University official or by any court with jurisdiction.
- (5) Upon a determination that a resident has violated any of the rules, regulations, or disciplinary offenses set forth in these Student Housing rules, the disciplinary sanctions listed in the Austin Peay State University Student Disciplinary rules, section 0240-03-01-.04(2), which is incorporated herein by reference, may be imposed, either singly or in combination, by the appropriate University officials.
- (6) Disciplinary action against a student for violating any rule, regulation, or disciplinary offense related to student housing shall be carried out in accordance with the procedures described in the Austin Peay State University Student Disciplinary Rules, section 0240-03-01-.04 (2), which is incorporated herein by reference, may be imposed, either singly or in combination, by the appropriate University officials.

0240-04-01-.03 RESIDENT RESPONSIBILITIES.

- (1) Any student who occupies a student residence unit shall maintain the unit in the same condition and repair as accepted at the commencement of the period of occupancy; and upon termination of occupancy, the student shall surrender the premises in the same condition and repair, ordinary wear and tear excepted. No student may make any alteration, addition, or improvement to a student resident unit without the written consent of the Director of Housing/Residence Life.
- (2) Each student who occupies a student residence unit agrees to pay the University, immediately upon demand for any and all damages to the unit, including but not limited to damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, and furnishings of the unit and its surrounding premises, if such damage is caused by any act or failure to act by the student or guests or invitees of the student.
- (3) Students in student residence units may be assessed on a pro rata basis for damages in corridors, bath areas, lounges, and other common areas within or around a residence facility, either by floor, area, or entire facility if individuals responsible for the damages cannot be determined.
- (4) When vacating a residence unit, a student must properly check-out with a member of the Residence Life staff and review the room condition sheet signed at the time of occupancy. Failure to do so shall result in a charge to the student's account.
- (5) Residents shall be charged a fee for replacement of a residence hall lock and key.

(Rule 0240-04-01-.03, continued)

- (6) Each student shall pay to the University the rental provided for the particular housing to which he student is assigned, and such payment is to be made each semester or term or prior to registration.

0240-04-01-.04 VISITATION POLICY.

- (1) Visitation hours for all residence halls: 8:00 a.m. - midnight, seven (7) days a week. Emerald Hill Complex visitation hours shall be twenty-four (24) hours a day.
- (2) Guidelines for Visitation
 - (a) In enclosed corridor-style halls, all guests of the opposite sex must be escorted to and from a resident's room.
 - (b) Residents are accountable for the actions of their guests. Visitation violations will result in the resident being referred for disciplinary action to the Office of Housing/Residence Life.
 - (c) In individual residence hall suites/annex areas, and in individual university apartments, residents may, through mutual agreement, limit, but not increase, visitation hours.

0240-04-01-.05 CONTRACT TERM AND CONDITIONS.

- (1) Except for terms for summer term housing, the housing term shall extend from the first day of the specified school term until twenty-four (24) hours following final examinations of the subsequent spring semester, until twenty-four (24) hours following graduation for persons graduating or until twenty-four (24) hours after termination of student status; provided however, that such term does not entitle the student to housing during stated recesses or vacation periods of the University.
- (2) Request for cancellation of the contract must be approved by the Office of Housing. Failure to make a request for cancellation by July 1 for the academic year or November 1 for new applications for the spring semester will result in the forfeiture of the prepayment fee. Applications submitted after these dates will be subject to automatic forfeiture of the prepayment fee upon cancellation.
- (3) The University's acceptance of the housing contract shall not constitute a guarantee of assignment to a particular type of accommodation.

(Rule 0240-04-01-.03, continued)

- (4) Residents shall hold harmless the University from any suit, action at law or other claim whatsoever resulting from or arising out of any injury to the student's person or property while an occupant of a residence hall under this contract, except where such injury is caused by the negligence of the University or its agents. (If the student is a minor, the covenant contained in this paragraph shall be constructed as the covenant of the student and his or her parent or guardian).
- (5) The University reserves the right of entry to any room for purposes of health and sanitation inspection, maintenance inspection, and during normal working hours, to perform maintenance or custodial work.

0240-04-01-.06 RESERVATIONS (DEPOSIT, CANCELLATION AND REFUND POLICIES).

- (1) All students in University housing are required to pay a prepayment fee.
- (2) Request for cancellation of the contract must be approved by the Director of Housing and Residence Life. Failure to make a request for cancellation of contract by July 1 for the academic year or November 1 for new applications for the spring semester will result in forfeiture of the prepayment fee. Applications submitted after these dates will be subject to automatic forfeiture of the prepayment fee upon cancellation.
- (3) The University will make a pro rata refund of the student's rent on a weekly calendar basis when the student is forced to withdraw from the residence hall because of personal medical reasons confirmed in writing by a licensed physician, or at the request of the University for other than disciplinary reasons pursuant to Board of Regents rule 0240-02-06-.02 (9)(a)(d). A full refund will be made in case of the death of the student. Withdrawals for other reasons, except disciplinary reasons, will be subject to the posted amounts and time periods as maintenance fees in both the Housing Agreement and APSU Housing website. No refunds will be made other than under the above conditions.
- (4) A refund of the prepayment fee will be made only if the University is notified that the student is unable to enter the University because of medical reasons confirmed in writing by a licensed physician or if residence hall space is not available. Full refund also will be made in the case of the death of a student.
- (5) No refund will be made to a student dismissed or suspended for disciplinary reasons or who violates the terms of the contract by willingly vacating the residence hall except as specified within the terms of the contract.

0240-04-01-.07 SPECIAL REGULATIONS APPLICABLE TO PARTICULAR HOUSING FACILITIES.

- (1) The following additional regulations shall apply to students residing in Family Housing:
 - (a) Residents must notify the University at least thirty (30) days in advance of termination of the lease.
 - (b) Residents must pay monthly rental on the first day of each month in advance at the Business Office.
 - (c) The resident shall not assign, sublet, or part with the possession of the whole or any part of the premises without first obtaining the written consent of the University.
 - (d) The resident shall permit the University and its agents, at all reasonable times, to enter upon the premises and to examine the condition thereof and for necessary upkeep.

(Rule 0240-04-01-.03, continued)

- (e) The resident shall remain liable for rent until all the premises, with keys to same, are cleared of all persons, goods, or things not belonging to the University. Liability shall cease when the keys have been tendered or delivered to the Housing Office for inspection of the property and approval of refund, if any.
- (f) Residents shall not obstruct sidewalks, entrance halls, passages, stairways, electrical access panels, or fire escapes, or use them for any purposes other than ingress to and egress from the respective apartments.
- (g) Residents shall not attach to, or connect with the electric fixtures within the leased apartment, lamp fixtures, or appliances of any sort, except such that are approved by the University. No radio or television aerial shall be installed on the roof or exterior walls of the building without prior written consent of the University.
- (h) The lease of student tenants who are graduating from the University shall terminate then (10) days following date graduation.
- (i) The maximum number of occupants residing in Emerald Hills shall be: One (1) bedroom apartments: a maximum of two (2) occupants; two (2) bedroom apartments: a maximum of four (4) occupants; three (3) bedroom apartments: a maximum of six (6) occupants.
- (j) Quiet hours shall be maintained in family housing for the purpose of enhancing the academic environment.
- (k) Guidelines for the proper supervision of children shall be maintained. These guidelines shall be the same as specified by the Department of Human Services.
- (l) All family housing leases, and leases for all non-traditional single students residing in family housing shall be renewed during the month of June for the following academic year. Students will be permitted to move into family housing a maximum of twenty-eight (28) days prior to the semester for which they initially enroll.
- (m) The lease of non-enrolled students shall terminate ten (10) days following the end of the current semester for which they are enrolled. The exception shall be for non-enrolled students residing in family housing during the summer academic terms who intend to re-enroll in the University for the fall semester.

(Rule 0240-04-01-.03, continued)

0240-04-01-.08 MISCELLANEOUS.

- (1) For the protection of residents, no solicitation, whether in person or by telephone, shall be permitted in residence facilities. Any person selling or soliciting in residence facilities should be reported to Public Safety.
- (2) Small refrigerators are permitted in resident's rooms subject to the following conditions:
 - (a) They are U.L. approved,
 - (b) They draw no more than 1.5 amps of current while running or are no larger than 5 cu. feet storage; and
 - (c) They are in good repair.
- (3) Private Rooms. When space permits, students may pay an additional fee each semester for a private room. Students residing in under capacity rooms who do not wish to pay a private room fee may be asked to consolidate with other students in under capacity rooms, or accept a roommate assigned at the discretion of the Residence Life Office.

East Tennessee State University Proposed Housing Policies

Eligibility

Each student living in on-campus housing or apartments must be enrolled at East Tennessee State University as a student. It is the prerogative of the Director of Housing and Residence Life to refuse a room assignment to any applicant or to terminate the occupancy of any resident when there is justification. All students, with the exception of students who are prohibited by federal or state law from residing in student residence facilities for any reason, shall have an equal opportunity to reside in student residence facilities regardless of race, sex, marital status, creed, national origin, familial status, or handicap, provided that separate student residential facilities may be established on the basis of sex. Non-students or groups may be granted permission by the Director of Housing and Residence Life to reside in housing when space is available for the purpose of supporting University objectives. Examples include but are not limited to guests, conference groups, summer interns, visiting faculty and staff in need of housing. To be eligible for an apartment in Buccaneer Ridge Phase 5, the resident must meet the following requirements:

- a. One bedroom apartments are reserved for residents who are married, single parent, or graduate students.
- b. Both resident and spouse must live in residence at all times during the housing agreement term.
- c. A single parent must have legal custody of a child and the child must reside with the parent. The child must be under the age of 7.
- d. Spouses, children, dependent, and/or other persons residing with student residents in a student residence facility must be documented/identified on the student housing agreement or an attachment thereto.
- e. Efficiency apartments are reserved for a single, graduate student.
- f. Any exceptions to the above must be approved by the Director of Housing and Residence Life.

No person who is registered, or required to register, as a sex offender pursuant to the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004 shall be eligible to reside or be present in any on-campus student residence facility, including residence halls and apartments if:

- a. The campus includes a public school, private or parochial school, licensed day care center, other child care facility, public park, playground, recreation center or public athletic field available for use by the general public; or
- b. The campus is within one thousand feet (1,000') of a public school, private or parochial school, licensed day care center, other child care facility, public athletic field available for use by the general public.

Students who become academically ineligible to return to school will automatically have their housing contract for the next semester canceled. A student may reapply for housing after the student has been readmitted by appeal. Arrangements to remove any belongings in University housing should be made with the Department of Housing and Residence Life immediately after notification is received concerning academic ineligibility to return. Housing deposits will be automatically refunded, unless the Department of Housing and Residence Life is notified in writing by the resident to do otherwise.

Assignment Procedures

On-campus housing is not required or guaranteed, and assignments are made on a first-come, first-serve basis. Space for new students is assigned according to the date the completed housing application and deposit are received by the Bursar's Office, the student's stated preferences for a particular hall and/or roommate, and space availability. Applications received after July will be assigned according to the date received and geographical location (not within commuting distance). An early application and deposit is necessary to ensure a room in a residence hall or an apartment. Students residing in housing each spring semester are given first choice for fall housing during the designated period.

Housing Agreement Terms and Conditions

After a housing assignment has been made to a prospective resident, the student must sign a student housing agreement that is legally binding for the academic year (fall and spring). There is an option for students who move on-campus for the spring semester for a spring only agreement. Summer agreements are also available in designated buildings.

All student residence facility units shall be used by students as private residences only. Students cannot assign the housing agreement of any student residence facility unit or sublet the unit, and any attempted assignment shall be void without the written consent of the institution.

Initial rent payments are due at the same time as student fees. By moving into a residence hall or paying rental fees, an individual is agreeing to the terms of the housing agreement. Students may pay housing fees by the semester in three installments along with tuition and fees using the University Deferred Payment Policy which requires a minimum down payment of 50% of tuition, fees, rent and meal plan, along with a \$10.00 service charge for fall and spring semesters. Any payment after the grace period will include a \$25.00 late charge. Any payment plan must be arranged with the Bursar's Office at the time rent is due. Students will be asked when paying their fees how they want to pay. All financial aid granted to students (whether grant or loan) must first be applied to tuition, room and board, with any excess going to the recipient. Students who have financial aid (grant or loan) sufficient to pay full fees, including room rent, are not eligible for installment payments.

The rental rate or fee payable for any student residence unit shall be as established by the institution at the beginning of any academic term, and may be subject to increase by the institution for a subsequent academic term with notice at least twenty (20) days prior to execution of the student housing agreement.

A resident may request to cancel the housing/meal plan agreement by completing the Request for Refund Form or the Request to Cancel Agreement Form. A housing/meal plan agreement may be cancelled for the following reasons:

- a) Resident is not enrolled;
- b) Resident graduates;
- c) Resident transfers;
- d) Resident is participating in an academic internship which places an undue hardship upon the student to remain on campus in terms of distance;
- e) Resident is married during the agreement period and the original marriage certificate recognized by the State of Tennessee provided for verification;
- f) Resident has a medical condition, confirmed in writing by a licensed medical physician, which would require them to leave the residence hall/apartment

*Other reasons for canceling the housing/meal plan agreement would necessitate an appeal process.

In the event that the student is enrolled for the spring semester, the agreement will remain in effect, and the student will be charged for the spring semester housing per the agreement.

The University agrees to furnish living accommodations in one of the University residence facilities for the term of the agreement. However, the University reserves the right to change resident assignments or consolidate in the interest of optimal utilization of space and for health, discipline, or other reasons.

During official holidays and between semesters, the University reserves the right to close all halls. Residents needing to stay on campus during these periods must obtain prior approval from the Department of Housing and Residence Life. Specific dates and procedures will be published at the end of each semester and for holidays.

A private room may be secured, only if space is available. Residents desiring a private room must submit in writing their requests to the Department of Housing and Residence Life. When space becomes available, the resident must sign a private room agreement and pay the additional rent which is dependent upon the residence facilities. Once a resident has signed a private room agreement for that semester, the additional rent cannot be refunded if the student decided to accept a roommate or move to another room. If a resident indicates that the student does not wish to have a roommate, the student will be charged for a private room.

Residents of Buccaneer Ridge Phase 5 agree to notify the Department of Housing and Residence Life immediately when there is any change in the number of family members living with the resident. In the event husband and wife separate for a period exceeding one (1) month, the Department of Housing and Residence Life must be notified.

Residents with children are responsible for supervision of their children at all times.

Departmental Communication with Students

Goldmail is the official form of communication from/to the Department of Housing and Residence Life. Residents are responsible for checking their Goldmail accounts.

Contract Appeals Process

Residents who need to cancel their agreement after the cancellation date, as stated in the Housing and Buccaneer Ridge Agreement, and who do not meet one of the requirements listed above for an automatic cancellation, may file an appeal. The Request to Cancel Housing/Meal Plan Contract form may be picked up in the office or found on the Housing and Residence Life web page. The form must be accompanied with a typed statement from the student and may also include any supporting documentation for the appeal to cancel the contract. Appeals will only be considered until the fourth week of classes, unless there are extenuating circumstances.

Reservations (Deposits, Cancellation and Refund Policies)

Deposits carry over from year to year so that deposits do not have to be made yearly for those returning to residence facilities. The deposit (which must accompany the housing application) serves as a combination reservation/damage/room clearance deposit. Deposits will be refunded:

- a) If and when all money owed by the resident to the Department of Housing and Residence Life and University is paid in full.
- b) If the request to cancel is received before the deadline.
- c) If a newly enrolled student is prevented from entering the University because of personal medical reasons, confirmed in writing by a licensed physician.
- d) If residence facilities are not available.

A full refund will be made in the case of student death.

Students who submit a Request to Cancel Housing Contract Form by December 1st for the spring semester and meet the requirements to cancel their contract will receive a refund of deposit. Students who cancel their housing at the end of the contract term will also receive a refund of deposit. Students who contact the office in writing before the June 1st deadline for the fall term will receive a refund of deposit.

If the agreement is not signed and returned by the date specified, the assignment will be cancelled and another student will be assigned to that space. If after the stipulated agreement date, notification that an assignment is still desired is made to the Department of Housing and Residence Life, the request will be put at the bottom of the assignment list as of that date. The University reserves the right to assign residents to housing on a temporary basis.

Refund of residence facilities rent after registration will be prorated on a weekly calendar basis when the student is forced to withdraw from the residence hall or apartment because of personal medical reasons confirmed in writing by a licensed physician, or at the request of the University for other than disciplinary reasons pursuant to the Board of Regents rule 0240-2-6-.02(9) (a) and (9) (d). Full refund will be made in case of the death of a student. Withdrawal for other reasons, except disciplinary reasons, will be subject to the same 75%/25% amounts and time periods as maintenance fees. Student(s) who are suspended or expelled from the University or residence facilities are not eligible for a refund of housing rent/deposit or University tuition/fees. No refund of residence facilities rent will be made other than under these conditions.

Meningitis Immunization Requirement

Tennessee state law states that all new incoming students under the age of 22 at any public institution of higher learning in the State of Tennessee who live on campus in student housing, will be required to provide proof of adequate immunization against meningococcal disease within the last 5 years, before moving into any on campus housing. Some exemptions do apply for students who provide the appropriate medical or religious exemption form to the Student/University Health Services.

Check-In/Check-Out Procedures

Residence halls and apartments will open at 9:00am and close at 8:00pm on the dates designated by the Department of Housing and Residence Life for each semester. Residents will have up to twenty-four (24) hours after their last final exam to vacate the facilities at the end of each semester. A resident must vacate his/her room within twenty-four (24) hours after the student officially withdraws from the University or is dismissed for academic or other reasons.

When checking in, the student must contact the hall staff to secure and complete the Information/Inventory/Assessment (IIA) card. The IIA card should be checked for accuracy and a note of any discrepancies should be made on the card. The student may be charged for damaged or missing items that are

not noted on the IIA card. Students are also required to fill out a Missing Person Form and an Emergency Medical Form.

Students should plan to check into their room/hall from 9:00am to 8:00pm, on the designated hall opening days. Students who arrive prior to the opening of the residence halls/apartments, or who arrive after the specified check-in time, should make their own arrangements for accommodations. Students who do not check in with the hall staff by 6:00pm on the first official day of classes, or who do not notify the Department of Housing and Residence Life that they will be late, will be reassigned.

Residence hall/apartment check-out procedures:

- a) The room should be clean, i.e. floor swept, trash removed from building, personal items removed, etc.
- b) The room key must be returned to the hall staff. Buildings that use ID cards to gain access to their room must have their card decoded by hall staff.
- c) The hall staff must complete the “check-out” portion of the Information/Inventory/Assessment (IIA) card, noting the condition of the room in the space provided. Any individual or general damage assessments will be subtracted from the deposit.
- d) Residents must sign and date the check-out portion of the front of the IIA card after all charges, if any, have been identified. For his/her protection, before signing the IIA card and after the hall staff has checked the resident’s room, the resident should review card and charges before signing.
- e) If a resident moves out of University housing during or between semesters for any reason, proper written notification must be given to the Department of Housing and Residence Life. By so doing, the resident may be entitled to a refund of reservation/damage/room clearance deposit and/or rental payments. However, to be eligible, check-out procedures must be followed properly. Notification may be accomplished by letter, or by completion of the Request for Deposit Refund Form available in the Department of Housing and Residence Life.
- f) Residents leaving the University during the course of the semester must officially withdraw from the University through the Registrar’s Office, Room 101, Burgin E. Dossett Hall. Additionally, notification of leaving must be made directly to the Department of Housing and Residence Life by the resident.
- g) All residents leaving University housing must remove their belongings from the residence halls and follow check-out procedures with the hall staff within twenty-four (24) hours of withdrawing during a semester and twenty-four (24) hours after their last final exam at the end of the semester.
- h) Appeal of charges and general assessments must be submitted in writing to the Director of Housing and Residence Life at housing@etsu.edu within five (5) business days from date of checkout.

Personal belongings left in the room after the resident has withdrawn or after the contract period has expired will result in the resident being charged for that room or charged for packing and storing the belongings, if storage space is available. Belongings stored for more than one (1) year will be considered “abandoned” and disposed of according to the “Uniform Disposition of Unclaimed Property Act” (T.C.A.66-29-103,et seq).

Room Changes

Once approval for changing rooms is given, the resident has twenty-four (24) hours in which to check into the new room and has to be checked out of the old room within forty-eight (48) hours, or else lose the newly assigned space. If the original space has been assigned, the student may be given space where available. Residents of Buccaneer Ridge requesting to move to a different apartment will be assessed an administrative fee

per the incidental fees posted on the housing website. Any resident moving from their assigned room without permission will be subject to disciplinary action and an administrative fee per the incidental fees posted on the housing website. Creating an environment intended to cause a roommate to move out is not permitted and is subject to disciplinary procedures/restitution.

Room Consolidation

After each academic term begins and routine moves within the residence halls have settled down, a resident in a room by himself/herself will be given the following options:

- a) A list of all residents residing in rooms or apartments by themselves will be emailed to the resident. Residents will have seventy-two (72) hours in which to notify the Department of Housing and Residence Life of other residents on the list with whom they would like to room.
- b) Residents residing in a room by themselves may sign a private room agreement and pay the extra rent in order to keep the room private.
- c) After seventy-two (72) hours, the staff will consolidate all remaining residents.

Residence Hall/Apartment Staff

All residence hall/apartment staff members are considered institutional officials in the performance of their duties and are empowered to issue directions to any student, guest or visitor. Failure to comply with the legitimate directions of a staff member in any residential facility or at any residence hall/apartment function will result in appropriate disciplinary action.

Any resident who has a grievance against a Housing & Residence Life staff member should first, if appropriate, attempt to resolve the matter with the staff member on their own. If the differences cannot be resolved, the resident may file a written statement with the Associate Director of Residence Life.

Floor/Hall Meetings

Staff members may at times call meetings to review policies or discuss procedures with the residents. If residents are unable to attend, they are obligated to attain the information that they missed and are required to comply with directions given by staff at those meetings.

Housing Conduct and Disciplinary Sanctions

Violations of University and housing rules and regulations will be dealt with through the Department of Housing and Residence Life staff, and/or referred through the University Disciplinary Procedures. Residents must be in compliance with all rules and regulations as stated in the Housing Policies, and the University Student Handbook. Residents will be responsible for the behavior of their invited guest(s) and the guest(s) should be in compliance with all rules and regulations. Additional regulations relevant to residents will be made via memoranda flyers, and/or notices.

The following are used in dealing with policy and rule violations within the residence halls and apartments, and depending on the nature and severity of the violation, one or more may be used.

- a) Warning by Resident Advisor (RA)
- b) Conference with Resident Director (RD) and/or Assistant Resident Director (ARD)
- c) Disciplinary warning by Resident Director

- d) Charged for damages and/or cleaning
- e) Restriction of privileges
- f) Conference with the Area Coordinator, Apartments Manager, or Associate Director for Residence Life
- g) Conference with Associate Director of Housing or Director of Housing and Residence Life
- h) Moved from room, residence hall, or apartment to another room, residence hall, or apartment
- i) In-House Disciplinary warning (does not go in permanent file in Office of Student Affairs)
- j) Official warning
- k) Residence Hall Probation
- l) Assigned work on campus or community service hours
- m) Dismissal from University Housing
- n) Referral to Associate Dean of Students
- o) Referral to the University Counseling Center. The student is mandated to visit the University Counseling Center for an initial evaluation and follow-through on any prescribed treatment program
- p) Fines – In cases involving violation of the University alcohol, drug and tobacco regulations, fines ranging from \$25 to \$100, depending on the charge, maybe imposed. All funds from fines will be used to support the University's drug, alcohol, and tobacco education and awareness program.

Housing disciplinary procedures shall provide at least minimum due process as set forth in TBR Policy No. 3:02:00:01 (VI) (E) for general student disciplinary hearings.

Release of Private Information

Release of private information to students or other interested parties is not permitted without prior written consent by the originator. Students must complete the Family Educational Rights and Privacy Act (FERPA) form as part of the First Mate program to authorize release of private information to designated individuals.

Emergency Medical Treatment

East Tennessee State University does not provide medical treatment other than emergency first aid, for any physical injury which may occur as a result of participation as a student in the program. Claims arising against ETSU or any of its agents or employees may be submitted to the Tennessee Claims Commission for deposition to the extent allowable as provided under TCA Section 9-8-307.

Doors/Access

A key/card access will be issued to each resident upon checking into the hall. If the key/card is lost, stolen or misplaced, a resident may sign out a temporary key/card from the hall staff until the lock can be rekeyed/or card replaced. The resident bears the cost for rekeying the lock and/or replacing the card. It is the resident's responsibility to have their card replaced. If a resident fails to return the issued key/card when checking out or withdrawing, the lock will be rekeyed and/or card will be deactivated, and the resident will be charged the cost of the rekey and/or card replacement. Residents who are living in Buccaneer Ridge Phase 5 with a spouse who is not an enrolled student at ETSU, the spouse must obtain a non-student ID through ID Services that will provide them with an identification number. Children residing with students at Buccaneer Ridge Phase 5 will not be issued an access card.

Residents should guard their room key/card access for their security and protection. It is the responsibility of the resident to keep up with his/her room key/card access and to have it available to gain access to the hall/room when needed.

Residents should enter and exit at designated doors. A locked exterior door “propped” open is endangering the safety and security of other persons and property. This is considered a serious disciplinary matter. The Hall Staff should be consulted for designation of an authorized door.

Any resident giving unauthorized access to the residence facility will be subject to disciplinary action. Students should not give or loan their ID card to other individuals. Students should not allow other individuals to follow them into the building; one swipe for one person should be the rule.

Lockouts

If a resident becomes locked out of their room, apartment or bedroom, the student can contact the staff member on duty by calling the number posted on the hall front door and office window. Please be aware that residents who excessively lock themselves out are subject to University discipline.

Fire Safety

State laws and University policy prohibit giving false alarms or bomb threats, discharging fire extinguishers, removing exit signs, propping fire doors open, tampering with smoke alarms, and setting fires of any kind within the residence hall/apartment or on campus. Violators are subject to immediate dismissal from University housing, possible judicial action and/or criminal prosecution.

For everyone’s protection and safety, and in accordance with Housing regulations and the National Fire Codes, fire drills will be conducted on a regular basis (3 times per semester) in the residence halls. Fire drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions occurring in cases of fires. All residents and guests are required to take part in the fire drill and leave the building. Failure to evacuate a building during a fire alarm could result in immediate dismissal from the residence hall/apartment or other appropriate disciplinary action. Residents are urged to protect themselves by complying with regulations and being familiar with emergency procedures.

Regulations for protection of residents:

- a) Avoid using flammable room decorations.
- b) Smoking and the use of tobacco products are prohibited in any residence hall/apartment.
- c) Never use multiple plugs or extension cords – avoid overloading circuits.
- d) Electrical wiring should never get placed under rugs, carpets and mattresses, or around doors or window casements.
- e) Never use items with frayed or broken wires.
- f) Lighted candles, lighted incense, electric air fresheners, and candle warmers are prohibited in all housing facilities.
- g) Use of live Christmas trees is prohibited in all housing facilities.
- h) Gasoline, oil-based paint or oily rags should not be stored in the building.
- i) Report any fire or empty fire extinguishers to the hall staff.
- j) The following appliances may not be used in the resident’s room: sun or halogen lamps, open-faced electrical (hot plate) or heating appliances, air-conditioners, outside antennas, room deodorizers, electric candle warmers, or any item(s) which cause electrical breakers to trip.
- k) If fire alarms sound, leave the building immediately by the nearest fire exit.

- l) Items may not be hung on any sprinkler heads, sprinkler lines or smoke detectors.
- m) Nothing is to be attached to the ceiling nor may it be defaced in any way.
- n) Items may not be hung from ceiling light fixtures.
- o) Decorative lights may not be touching combustible materials (curtains, ceiling tiles, etc.)
- p) Storing motorcycles and bicycles on walkways or in stairwells is not permitted.
- q) Gas powered motor bikes cannot be stored within building or near the facility (under stairwells); they must be parked in an approved parking space.
- r) Automatic washers and dryers may not be installed in Buccaneer Ridge Phase 5 apartments. Freezers may be permitted, if approved in advance in writing by the Department of Housing and Residence Life.

Department regulations, designed with the best interest of our students and facilities in mind, prohibit obstructing staff from conducting room fire and safety checks.

Prohibited Items

University regulations and/or state laws, designed with safety in mind, prohibit possession or use of these items in the residence facilities:

- a) Firearms, ammunition, and explosives, combustion engines, combustibles, lethal weapons, or fire-crackers
- b) Alcohol
- c) Illegal drugs and narcotics and drug paraphernalia
- d) Pets (except fish, in an aquarium, not to exceed ten (10) gallons)
- e) Water beds
- f) Added door locks
- g) Gas grills
- h) Use of all tobacco products (including e-cigarettes)
- i) Wireless routers
- j) Weight lifting equipment
- k) Dart boards
- l) Stolen property (street signs, etc.)
- m) Outdoor construction of any type, including fences or canopies
- n) Landscaping or gardening except as determined by the University

State law states that “It shall be unlawful for any person to possess, or carry, whether openly or concealed, any gun, shotgun, rifle, pistol, dynamite, cartridge, bomb, grenade, mine, explosive device, bowie knife, dirk, dagger, sling-shot, leaded cane, switch-blade knife, blackjack, metallic knuckles or any other weapon of like kind, not used solely for instructional or school-sanctioned ceremonial purposes, in any public school campus, grounds, recreation area, athletic field, or other property owned, used or operated by any board of education, schools, college, or university board of trustees, regents or directors for the administration of any public or private educational institution.”

Community Standards

East Tennessee State University will not tolerate harassment, a hostile environment, words that are deemed threatening, and/or aggressive advances. Physical violence and threat of physical violence is not tolerated in the community. Residents and their guest(s) must comply with reasonable requests of University officials in the

performance of their job duties. Students are expected to present their ETSU Student ID to University Officials if requested in the performance of their job duties.

Noise is a community problem which must be dealt with by the community. Each resident has the responsibility not to infringe on the rights of others with noise pollution. Personal and group influence is the most effective way to regulate a noise problem. Residents have the right, the responsibility, and are expected to approach noise violators in a constructive, assertive, and firm manner. Violators are expected to remedy the problem and be sensitive to the needs of other residents. Excessive noise will result in disciplinary procedures for the resident or residents causing the noise. Visitors involved with excessive noise violations/other violations may be asked to leave the building.

Courtesy hours are in effect twenty-four hours a day. Additional quiet hours/loud hours may be voted in by the residents in each hall. Courtesy hours mean at all times residents should respect each other's rights to a noise free environment and work cooperatively together to ensure the hall environment is conducive to study, sleep and comfort. From 10:00pm to 10:00am each night will be considered "quiet hours," and hall staff will periodically monitor the halls to ensure that individual rooms and hallways are free of noise.

Because of damage to University property and possible personal injury, bicycles, motorcycles, skateboards, roller skates, and similar items are not be ridden in student rooms, hallways, stairwells, or any other area in the building.

Dirty dishes may not be left in public bathroom lavatories or in public kitchen sinks. Items or debris should not be thrown or swept from the windows or doors of any room or apartment. No refuse, loose paper, bottles, etc. are allowed to accumulate outside the room or apartment. Residents with porches or balconies are required to keep these areas clean.

Gambling in any form is not allowed in residential facilities. Residents and occupants are prohibited from pursuing any business on the premises.

Vandalizing University property and any items or behavior considered dangerous or offensive to the residential community is also prohibited.

Lofting of Beds

Residents wishing to have their bed raised or lofted are encouraged to contact Housing Facilities via email at housingwork@listserv.etsu.edu. Attempting to raise or loft the bed by the student may result in bending of the frame. Residents will be held responsible for damage done to the frame while trying to raise or loft the bed without contacting housing facilities. Please understand that during move-in, the rate at which beds may be lofted will slow as facilities will be handling more serious issues. During these times, please allow 24 to 48 hours for facilities to take care of your loft.

Furniture

Transfer of furniture within or between the residence facilities by residents is prohibited. Furniture and other equipment provided for the room/apartment is not to be moved from the facility. Residents are not permitted to use furniture from a public area, nor may they remove from the room items that are furnished by the University.

Room Personalization Guidelines

Refrigerators with a capacity up to 5.0 cubic feet and microwaves are allowed in residential spaces but must be accompanied by a power strip with a circuit breaker. The University will not assume responsibility for damage to a unit or its contents due to power failure or any other reason, nor will the University assume liability for any personal injury or property damage as a result of malfunction.

The application of paint, wallpaper, contact paper, nails and screws in any part of residence hall room/apartment is prohibited. Rooms/apartments with concrete walls may use of adhesive materials; however, residents are responsible and will be charged for any damages caused by the removal of such materials. Rooms/apartments with sheet rock walls; residents are encouraged to use push pins/tacks and should not use adhesive materials.

Items should not be hung from the windows or doors or placed on the exterior window sills or railing of porches. Residents should not display signs, placards or banners of any time in or about the premises without the prior approval of the Director of Housing and Residence Life.

Maintenance/Work Orders

It is the responsibility of all residents to report maintenance issues in a resident room/apartment or issues that a resident observes in public areas immediately by emailing Housing Facilities at housingwork@listserv.edu. Most repairs are completed within 2 working days. While every attempt is made to respect the privacy of our residents, please be aware that maintenance staff is authorized to enter rooms/apartments once a request is submitted.

Custodial Services

The University provides custodial services for the public areas of all residential facilities. Custodial personnel may not enter rooms/apartments unless authorized by the Department of Housing and Residence Life or its representatives. Residents are prohibited from using custodial personnel for the cleaning or maintenance of their room/apartment in any capacity whatsoever.

Mail and Package Deliveries

In order to receive mail, students will need to set up a PO Box through student's GoldLink account. If students would like to receive U.S. mail in the campus PO Box, please follow the instructions below and/or give this address to family members or friends to mail things.

The USPS mailing address is:

Name

PO Box #

Johnson City, TN 37614

To receive a package via UPS, Fed Ex, DHL, or other carrier, students need a physical street address. To have packages delivered to the ETSU post Office, please use the following as the shipping address:

Name

400 J L Seahorn Jr Rd.

Box #

Johnson City, TN 37614

For flower delivery, Buccaneer Ridge residents should have the flowers delivered to the Club House between 9:00-4:30pm (Monday through Friday). For all other residence halls, flowers can be delivered to the Department of Housing and Residence Life Office in Burgin Dossett 108 between the hours of 8:00am-4:30pm (Monday through Friday). Daytime coverage will deliver the flowers to the individual hall for delivery or pick-up.

Solicitation

Salespersons, commercial advertising persons, and/or solicitors of any kind are prohibited within and around the residence halls and apartments. Residents should notify Public Safety/Department of Housing and Residence Life of violations of this rule. Student organizations may request permission to sell in the lobby area only by contacting the Student Organization Resource Center.

Breaks/Holidays

During official holidays and between semesters, the University reserves the right to close all halls. Residents needing to stay on campus during these periods must obtain prior approval from the Department of Housing and Residence Life. Specific dates and procedures will be published at the end of each semester and for holidays. It will be the resident's responsibility to make prior arrangements with the Department of Housing and Residence Life. There may be a minimal charge for rent payable in advance.

Damages and Damage Charges

All residents shall maintain student residence facility units in the same condition and repair as accepted at the commencement of the period of occupancy, and upon termination of such occupancy, shall surrender the premises in the same condition and repair, ordinary wear and tear expected. The resident is responsible for the condition of the room and all furnishings which are assessed, and shall reimburse University Housing for all damage to or loss of these accommodations and furnishings. Students may not make any alterations, addition or improvements to a residence unit without the written consent of the institution. Residents of a facility may also be required to share the expense of repair or replacement of any property in areas commonly used by residents and their guests. Charges for damages and/or cleaning will be assessed against the resident(s) by the University via the student account(s) or housing deposit(s). Determination of the amount of such loss or damage shall be made by the University. Failure to pay the assessment will result in an encumbrance on the resident's registration or future housing.

Students wishing to appeal damage charges must do so in writing to the Director of Housing and Residence Life via email at housing@etsu.edu.

Room Inspection/Right of Entry

Officials and agents of the institution may enter a student housing facility/unit at all reasonable times to examine and inspect the facility/unit for maintenance, health, safety, emergency purposes or to render service and/or repairs to any unit. Any student housing facility may be searched with the consent of the student resident(s) or any other occupant of the unit. All entries/searches, other than those described above, shall be conducted in accord with federal/state law.

Health and Safety checks are made at break periods to insure that:

- a) Resident and resident staff communications are maintained
- b) University property is being used properly
- c) Reasonable standards of room cleanliness, safety and sanitation are being observed
- d) Maintenance requirements are being reported

Personal Property

The University cannot be responsible for loss or damage to personal property. Residents or their parents and/or guardians are encouraged to carry appropriate insurance to cover loss.

If a resident feels that something(s) have been stolen from their room, Public Safety should be contacted immediately. The University assumes no liability for the loss of personal property except in cases involving lock malfunctions.

Trash/Recycling

All trash and garbage is to be taken to the dumpster located adjacent to the residence facility. Trash or garbage left within or around the residence facility will result in an assessment against the resident(s). Recycling areas are available everywhere dumpsters are located, in addition to various locations on campus. For more information of ETSU's recycling efforts visit <http://gogreen.etsu.edu/>.

Contaminated needles and other contaminated sharp objects should be placed in appropriated containers immediately. Containers should be closeable, puncture resistant, color-coded red or labeled with a biohazard symbol, leak-proof on the side and bottom, maintained in an upright position, replaced routinely, not allow to over fill, and closed immediately after disposal. Proper containers can be obtained and returned for proper disposal by contacting Environmental Health and Safety directly at 423-439-6028 or sending a work order to housingwork@listserv.etsu.edu.

Telephones/Cable TV/Internet Connection

Telephone service is not provided in the residence halls or apartments. Emergency use telephones are available at the hall desk or front entryway of each building. Misuse of cable TV or data access equipment is considered a disciplinary matter. The erection or installation of aerial or satellite dishes on the premises is prohibited.

Wireless routers are not permissible in the residence halls or apartments as it interferes with other residents' ability to use the University Wi-Fi connection. Wi-Fi operates on public radio frequencies 2.4 Ghz and 5.0 Ghz and is therefore subject to interference. Personal wireless routers are the largest source of radio interference and security threats to the ETSUWi-Fi system and are therefore not allowed in ETSU residence halls/apartments. Other personal wireless devices such as printers, game consoles, TV's, etc. also cause significant interference and should only be used with great caution to assure there is no interference that is negatively impacting your own and your neighbor's ability to connect to ETSUWi-Fi.

To mitigate interference:

- a) OIT will disable network jacks that are identified as having rogue wireless devices attached that are causing problems for other nearby residents.
- b) Residents should always use cabled connections when possible and disable Wi-Fi services and/or turn off devices when not in use.
- c) Residents should use cabled printing solutions or wireless printing services offered in Sherrod Library.

If you have the need to connect several wired devices (game console, desktop computer, printer, etc.), Ethernet switches and hubs that provide wired connectivity to multiple stations are allowed.

Laundry Facilities/Public Kitchens

Each residence hall/apartment complex has one or more laundry rooms with ID Bucs and coin operated washing machines and dryers for housing students' use only. Residents in Buc Ridge Phases 1-4 have laundry facilities in each individual apartment.

One or more full public kitchens are available in all residence halls, with the exception of Governors Hall and the apartment style complexes.

Vending Machines

Carbonated beverages, water, and snack machines are provided in all residence halls. Problems should be reported to hall staff. Request for refunds should be submitted to the Bursar's Office/Cashier Window.

Window/Window Screens

In most buildings the windows are not operable for health and safety reasons. In the residence halls and apartments where the windows are operable, window screens are health and safety equipment and should not be unhooked or removed from the windows. If a screen is damaged, it should be reported to the facilities staff immediately. Removal or damage will result in an assessment.

Balconies/Roofs/Window Ledges

Balconies (with the exception of Buc Ridge Phase 1 & 2), roofs and window ledges are not designed for pedestrian traffic. Therefore, in the interest of personal safety, standing on or being on these surfaces is prohibited.

Visitation Policies/Lifestyle Options

The Department of Housing and Residence Life strives to provide affordable, enjoyable, safe, and well-maintained services and facilities for students living on campus. It is also a goal to establish interactive and inclusive communities within the residence facilities through the participation and involvement of all members. A variety of lifestyle options provides opportunities for students to engage in active social learning in a structural environment such as the residence halls.

All residents are expected to contribute to the development of the community by demonstrating respect for themselves and others. Visitation policies state the time, place, and manner in which residents may host visitors of either sex in their rooms or other living areas of the residential units. These policies cover the room/apartment, hallways, lobbies, and all other common areas of the residence facility/apartment and are in effect at all times throughout the year. During break periods, visitation is restricted to the lobby areas only.

The procedures are designed to accommodate visitors in a manner that is respectful and responsive to resident concerns for safety and privacy, while ensuring an appropriate balance between academic and social needs within the residence community. At no time should the presence of visitors disrupt the community or supersede a roommate's right of privacy.

Every effort will be made to provide each resident the type of housing option requested, but the University reserves the right to defer individual assignments, if building space and student choice make this necessary.

Guest is defined as anyone who is not assigned to that room/apartment.

- a) Visitation in each individual room/apartment will be determined by the roommates, and it must be agreed upon by all the residents in that unit. The Roommate Agreement form should be used to facilitate an understanding and compliance by all residents in the unit. If residents of a room/apartment are not able to agree on visitation for the unit, the Department of Housing and Residence Life reserves the right to designate the visitation rules for the unit.
- b) Restricted visitation in which no guests of the opposite gender are allowed at any time may be requested by a student. A floor, wing, or individual room may be designated a restricted visitation area by the Department of Housing and Residence Life, depending on demand.
- c) A designated area, generally the lobby, will be established to allow assigned residents to host guests of all genders on a 24-hour basis.
- d) The Department of Housing and Residence Life will designate selected halls/apartments as co-educational by floor, wing, or alternating room/apartment.
- e) Each guest must be escorted from the lobby to the host/hostess' room and from the room back to the lobby to check out. Guests are not to be unattended in any room, hallway or stairwell at any time.

- f) Designation of bathroom facilities: For residence facilities with individual or suite bathrooms, visitors shall use these. For those residence facilities with specified bathrooms for members of the opposite sex, visitors shall use these. Guests may be asked to leave the building and/or be prohibited from visiting if found to be violating policies, damaging property, or being a potential harm to themselves or others.
- g) Overnight guests are permitted to stay for a maximum of three consecutive nights in a thirty-day period. The roommate must approve an overnight guest and the roommates will need to agree on the sleeping arrangements for the guest.
- h) With the increased visitation privileges, there is a greater responsibility to be shared. The primary responsibility for management of the total visitation program rests with the individual resident, Hall Council, Residence Hall Association, and the residence facilities and housing staff.
- i) All violations of the visitation policy shall be dealt with through the established judicial procedure of the Residence Hall Association, Residence Hall Judicial Board, Department of Housing and Residence Life, and East Tennessee State University. Visitation violations are to be considered serious and dealt with in that manner. Failure to comply with visitation policies may result in disciplinary action, which may include losing visitation privileges or being moved to another hall.
- j) For health and safety reasons, the number of guests in a unit (including the balcony) is limited to no more than 10 people in Buccaneer Ridge apartments and 5 people in the Residence Halls, excluding the residents of the room/apartment.
- k) Classification of major visitation violations:
 - 1. Deliberate avoidance of regulations governing visitation (example: uninvited or unescorted guests, overnight guests more than 3 nights, not adhering to roommate's request).
 - 2. Failure to comply with the rules of the Tennessee Board of Regents, East Tennessee State University, Department of Housing and Residence Life and the Residence Hall Association.

Reserving Community Space

Approval must be obtained for all special events and displays held within or adjacent to the residence facilities. Approval may be obtained through the Department of Housing and Residence Life. All signs and other items connected with the special event must be removed and the area cleaned within forty-eight (48) hours after the event.

Approval of Fliers

Any student or student organization wishing to post materials in a residential facility must receive permission from the Department of Housing and Residence Life. Items should be brought to the Department of Housing and Residence Life office in Burgin Dossett 108 for approval and the materials will be distributed to each facility to be posted by hall staff.

Buccaneer Ridge Pool

The pool at Buccaneer Ridge is for the use of the residents at Buccaneer Ridge. Use of the pool shall be governed by the rules and regulations posted in the pool areas and shall be at the resident's own risk. No guest shall be permitted at the pool or clubhouse facilities unless accompanied by a Buc Ridge student. The University is not liable for any personal injuries to residents or guests. Children are to be supervised by their parents at all times.

Buccaneer Ridge Security Building

The Buccaneer Ridge Security Building is at the entrance to the apartments to assist in securing the area for Buc Ridge residents. Residents and guest students must stop at the building when it is staffed and be prepared to show student ID and/or Driver's License. Individuals who are banned from Buccaneer Ridge or the campus may not go past the Security Building.

The speed limit at Buccaneer Ridge is the same as the ETSU campus at 15mph. Please watch for pedestrians in the area. Residents may not store boats, boat trailer, hauling trailer, or trailers of any kind in Buccaneer Ridge housing areas. Residents must make personal arrangements for storage of these items outside of the housing area.

Authority: TBR Policy 3:03:01:00 Student Residence Regulations. Effective November 28, 2014.

DATE: _____, 2014

DATED: N/A

APPROVED: Sidney A. McPhee, President _____

A residence hall is a densely populated community composed of students with many different interests, habits, and tastes. The University is committed to the concept that on-campus residence facilities should provide an atmosphere conducive to both living and learning where, in a spirit of cooperation and consideration for others, students may live, study, and relax together. This policy provides rules to establish and maintain that atmosphere and to comply with TBR Policy 3:03:01:00 Student Residence Regulations.

Semester Fee. The payment required to occupy a residence facility for a specified term.

Student. For the purposes of this policy, “Student” refers to the individual residing on premises who is a signatory to the student housing License Agreement. The Student and/or occupants may also be referred to as “resident(s).”

III. ELIGIBILITY

Full-time students officially admitted and enrolled at the University for the fall or spring semester shall be eligible to reside in a student residence facility on premises during their period of enrollment. Part-time students shall be eligible to reside in student residence facilities on a space-available basis only. Students who drop below full-time enrollment during the academic year should not assume that they will be released from the obligations of their License Agreement (“Agreement”). Student residence facilities may be leased/licensed to other persons in connection with programs and activities on campus.

All students, with the exception of students who are prohibited by federal or state law from residing in student residence facilities for any reason, shall have an equal opportunity to reside in student residence facilities regardless of race, color, national origin, religion, sex, familial status, or disability, provided that separate student residential facilities may be established on the basis of sex.

No person who is registered or required to register as a sex offender pursuant to the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, as amended, Tenn. Code Ann. §§ 40-39-201, et. seq., shall be eligible to reside in any on-campus student residence facility including residence halls, apartments, and houses.

IV. APPLICATION PROCESS

Application Process and Fees. Students must make application for permission to reside on campus by returning a completed application signed by Student and, as applicable, Student’s parent/guardian or Student’s spouse. A completed application, including the required signatures, indicates acceptance of the terms and conditions contained in the Agreement.

At the time of application, Student must also submit a prepayment fee. Semester fees are due and must be paid during the fee payment period at the beginning of the term. Fees are subject to change each year. See Housing Rates for Fall/Spring or Spring Only at <http://www.mtsu.edu/living-on-campus/rates.php> or contact Housing and Residential Life (“Housing & Residential Life” or “Housing”) at 615-898-2971 or by email at housing@mtsu.edu for additional information and current fee rates.

The prepayment fee is refundable prior to first check-in date according to the schedule included in Section V. below. All cancellations must be submitted in writing to Housing and Residential Life, MTSU Box 6, Murfreesboro, TN 37132 or by fax to 615-898-5459 or by email at www.mtsu.edu/housing.

Mandatory Board Plan for Freshmen. Students classified as Freshmen not assigned as a family unit are required to purchase an approved board plan option.

Required Immunizations. All new incoming students who live on campus are required to provide proof of adequate immunization against Meningococcal disease after their 16th birthday and within the last 5 years. Some exemptions exist for students who provide the appropriate medical or religious exemption form to Student Health Services. This requirement does not replace the Hepatitis B/Meningitis Waiver Form required by Student Health Services of all MTSU students living on or off campus. New incoming students living in on-campus housing will not have the option of refusing this immunization without providing Student Health Services with appropriately executed medical or religious exemptions. To ensure compliance, students are eligible for housing assignment contingent on proof of adequate immunization against Meningococcal disease. This means a housing application will be accepted but cannot be assigned until vaccination against the Meningococcal disease is confirmed by MTSU Student Health Services. For more information on all required immunizations, see <http://www.mtsu.edu/healthservices/immunizations.php>.

V. STUDENT HOUSING LICENSE AGREEMENT

The Agreement contains applicable provisions regarding prepayment, cancellations, and refunds. Students are responsible for compliance with each provision and term of the Agreement, TBR Policy 3:03:01:00 Student Residence Regulations, and this policy. Prospective students should request a copy of the Agreement from Housing and Residential Life.

Term. The term of an Agreement is for the full academic year (fall and spring semesters). The Student who enrolls in the University for the fall semester and who signs an Agreement agrees to reside in on-campus housing for both the fall semester and the spring semester provided he/she enrolls in the University during both semesters. Agreements entered into any time after the first day of the fall semester or spring semester continue in effect until the close of the academic year under the same conditions.

Students must check out of their residence within 24 hours if they withdraw from or fail to enroll in classes at the University.

The Agreement or an attachment to it must document/identify spouses, children, dependents, and/or other persons residing with the Student in the facility.

Assignment/Subletting. No Student shall assign the lease/license of any student residence facility or sublet the facility and any attempted assignment shall be void without the written consent of the University.

Liability for Damage. Each Student agrees to pay the University, immediately upon demand, for any and all damages to the premises, including but not limited to, damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, or furnishings of the unit and its surrounding premises, if such damage is caused by an act or failure to act by the Student or guests of the Student.

Cancellation of the Agreement; Refunds. Student or University may cancel the Agreement under the circumstances indicated below.

A. Prior to the beginning of the Term.

1. If Student completes the application process and is assigned a living space but does not enroll in classes for fall and/or spring term and fails to properly check in prior to the first day of classes for any given term, University may cancel the Agreement. Student will be considered a “no show” subject to forfeiture of his/her prepayment amount. In cases between terms where Student’s personal items have been stored as an accommodation during a non-contract period, Student will be subject to forfeiture of his/her prepayment as well as storage fees and associated costs for removal of personal belongings.
2. Prepayment fee refunds. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts is specified in the Agreement form.

B. During the Term of the Agreement. The Agreement may be cancelled consistent with the criteria identified below:

1. If Student officially withdraws from University and has complied with check-out procedures, University may cancel the Agreement for the remaining portion of the term. If Student enrolls for spring term, the Agreement will be reinstated and appropriate charges will be assessed to Student’s account.
2. If Student does not plan to enroll for the spring term and notifies University in writing, the Agreement will terminate on the day of Student’s last fall term exam or graduation date if Student is among those scheduled, in advance, to graduate and not scheduled to return to the University in a student status. If Student enrolls for spring term, the Agreement will be reinstated and appropriate charges will be assessed to Student’s account.
3. Prepayment fee refunds; Fall Residents Not Enrolling for the Spring Term. The prepayment fee may be refunded as specified below provided Student has appropriate prepayment on file. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent, or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts of such refund, is specified in the Agreement form.

A full prepayment refund is available under the following conditions:

- a. The student is prevented from attending the University because of a medical reason(s) confirmed in writing by a licensed physician and deemed acceptable at the discretion of the University and, due to withdrawal from the University, must cease to occupy assigned living space.

- b. Residence space is not available.
 - c. The death of the Student.
4. Semester fee refunds. No refund will be made other than under the following conditions:
- a. Refund of semester fees will be made on a prorated weekly calendar basis if Student is forced to withdraw from the University for a medical reason(s) which must be confirmed in writing by a licensed physician and deemed acceptable at the discretion of University and, due to withdrawal from the University, must cease to occupy assigned living space.
 - b. Refund of semester fees will be made on a prorated weekly calendar basis if Student is requested to leave the premises for other than disciplinary reasons.
 - c. No refund of fees for the academic year will be made if Student is required to vacate assigned space for disciplinary reasons.
 - d. A full refund of housing fees will be made in the event of Student's death.
 - e. Withdrawals for other reasons will be subject to the same 75% / 25% amounts and time periods as maintenance fees.
5. Students who participate in an off-campus academic experience may be eligible for release from the Agreement provided the experience requires Student's regular and/or continued presence at a location significantly distant from the campus so as to constitute an undue hardship on Student, to be determined at the discretion of University. If termination is granted, the Agreement will terminate on the day of Student's last fall term exam or graduation date if Student is among those scheduled, in advance, to graduate. Students seeking this option must petition for such relief by submitting, prior to October 15, a License Agreement Cancellation Request form outlining the academic experience and are required to provide additional supportive documentation from the college and/or internship site or assignment.
6. In the event that the assigned living space is destroyed or otherwise rendered uninhabitable and University does not provide alternative Premises, the Agreement will be cancelled and housing fees will be refunded on a prorated basis.

V. HOUSING ASSIGNMENT

The University reserves the right to make all housing assignments, and to make any assignment changes or transfers considered necessary. Assignments are made by date of application without regard to race, color, national origin, religion, sex, familial status, or disability, although separate student residence facilities or areas of student residence facilities may be established on the basis of sex.

Housing assignments are based on the date of application, payment of applicable fees and submission of required immunization documentation. A specific building, type of room and specific roommate cannot be guaranteed.

Special living-learning programs may include specific additional criteria for participation/assignment.

In the event any occupant of a multiple occupancy student residence facility ceases to reside in the unit for any reason, the University shall have the right to reassign the remaining occupants to another student residence facility on campus.

Room Changes. Students may submit requests for room changes with Housing and Residential Life. Students moving out of or into a student residence facility without having written authorization from Housing will be in violation of the Agreement. All changes are authorized on a space-available basis.

VII. CHECK IN AND CHECK OUT

Students may move into assigned living space by reporting to check-in locations during the dates and times specified in their Agreements. Unless previous arrangements have been made, any Student who fails to check in during the specified dates and times will forfeit his/her original room assignment. Students who fail to check into their buildings and who also fail to enroll in classes by the late registration deadline will forfeit their prepayments as specified in Section V. of this policy and in the Agreement, and their Agreements will be voided. An enrolled Student who fails to check into the building but who has not been granted an approved Agreement release will remain subject to the financial obligation incurred by signing the Agreement.

Each Student must check out in person with the Area Coordinator or designated representative at the end of each semester and turn in the room key. His/her room must be clean and all personal property must be stored or removed. Housing assumes no responsibility for property left in rooms after check-out and/or student residence facility closing. See Section VIII. for more details. Where applicable, additional charges for cleaning the room or removing abandoned items may be assessed to the Student's account.

VIII. RESPONSIBILITY FOR AND MAINTENANCE OF PROPERTY

Responsibility for Personal Property. The University does not assume any legal obligation to pay for the loss or damage to personal property of residents occurring in its buildings or on its grounds. Students or their parents are encouraged to carry appropriate insurance to cover such losses.

Aid in Maintenance. Students shall assist and cooperate with the University in the care and maintenance of the premises and shall report promptly to their residence hall staff any breakage, damage, or need for repair of the Student's room, facilities, or equipment therein. Students shall not adjust or tamper with any mechanical equipment.

Students are responsible for the care and preservation of their rooms and all University-owned equipment and room furnishings. All Students will complete a room inventory when they establish occupancy. Damages occurring during their period of occupancy beyond normal wear will be assessed to the individual(s) responsible as will unusual cleaning charges. Furnishings

must not be removed from the room or public areas without the authorization of the Area Coordinator. Students shall make no alterations, changes, repairs, remodeling or painting of the premises. Pictures and other materials may be posted on walls within student rooms using a non-defacing adhesive. No nails or screws may be driven into any wall. The Student(s) responsible will bear the cost of repair or replacement for damaged or misplaced furnishings. Cost for damages or loss occurring in the public areas of a building will be shared equally by all Students responsible for that area of the building when the damage or loss cannot be attributed to specific individuals. A minimum damage charge of \$1.00 per occurrence will be assessed to each Student.

Each Student agrees to pay the University, immediately upon demand, for any and all damages to the premises, including but not limited to damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, and furnishings of the unit and its surrounding premises, if such damage is caused by an act or failure to act by the Student or guests of the Student.

Removal of Personal Property; Abandoned Property. Personal property of any kind that remains in a room either after a Student: (1) withdraws from classes at the University, (2) has his/her Agreement terminated, (3) is otherwise relocated (from building to building, from room to room, from side to side, or within the designated area assigned), (4) has checked out; or, after the facilities have been closed, will be considered abandoned property. The University shall have the right to remove the Student's personal property and store the belongings. The University will then dispose of such items in accordance with [MTSU Policy IV:06:02 Disposal of Surplus Personal Property](#). Any applicable cleaning, packing, or storage charges will be assessed to the Student's account. Housing assumes no responsibility for abandoned property that is lost, stolen, or damaged during packing, storage or disposal.

IX. SAFETY AND SECURITY

Residents must share responsibility for maintaining a safe and secure residential community. Residents should keep their doors and windows locked any time they are out of the room, even for short periods of time. Residents who do not keep their doors and windows locked any time they are out of the room, or who prop open wing or building doors may be subject to disciplinary action. All visitors to residence halls must enter/exit only from the main entrance/door of the building, unless special permission has been secured from the Area Coordinator. Residents leaving the building through locked security doors are responsible for ensuring that the doors close to the locked position.

During holiday periods, doors and windows should be securely locked, and window shades should be opened. Items of value should not be left in a room over a holiday period. Any theft or losses should be reported to the University Police. Housing is not responsible for loss, damage, or theft of personal property. Residents and/or their parents are strongly encouraged to carry appropriate insurance to cover the potential theft, loss, or damage of personal property.

Card Access Systems. All Students are expected to carry and swipe their own student identification (ID) cards to enter residence hall buildings with an installed card access system. Students who experience difficulty using their ID cards to gain entry to a building should contact the residence hall front desk. As a security precaution, Students who lose their ID cards should

report the loss to the residence hall front desk and the ID Office. Residents are not permitted to share or loan their ID cards with other persons.

Keys. Room or apartment keys are the property of the University, and a Student may not have duplicate keys made. Students who misplace their keys and need access to their rooms should contact their residence hall front desk to be issued a temporary key. As a security precaution, Students who lose their keys will have their locks changed and the core replaced and will be charged the appropriate fee. Residents are not permitted to share or loan their keys to other persons.

Fire safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by residence hall staff. Students failing to appropriately evacuate the building may be subject to disciplinary action.

Fire drills. Each residence hall will conduct a minimum of two fire exit drills each semester. One will be announced and notice given to all building staff and residents. One will be unannounced without notice to either the building staff or residents.

Disease. Students will report immediately to the University any infectious or contagious disease occurring within the residence halls or apartments. This is to insure the safety of all residents.

X. ENTRY AND SEARCHES

A student residence facility may be entered at all reasonable times to examine and inspect the facility for maintenance, health, safety, emergency purposes, or to render service and/or repairs to the facility. Students shall permit the duly authorized agent, employee, or representative of the University to enter without notice any part of the dwelling unit during reasonable hours for the purpose of inventory, maintenance inspections, improvements, or repair to any part of such dwelling unit.

Any student residence facility may be searched with the consent of the Student or any other occupant of the facility.

All entries and searches, other than those described in sections immediately above, shall be conducted in accordance with federal and state laws.

Health and Safety Inspections; Maintenance Inspections. Health and safety inspections will be conducted in all student residence facilities on a monthly basis by Housing staff to determine compliance with safety, health, and maintenance standards. Notice will be given prior to these inspections. Maintenance inspections occur when a work order has been submitted or when Housing staff becomes aware of an issue, and will be conducted by University personnel during reasonable hours. Residents who fail to comply with the safety, health, and maintenance standards may be subject to disciplinary action.

XI. VISITATION

Students and occupants shall be responsible for the compliance of their invited guests with this policy. Violators are subject to appropriate disciplinary action.

- A. Visitation hours will be noon until midnight Sunday through Thursday, and noon through 2:00 a.m. on Friday and Saturday. All visitors are required to check in at the front desk or other designated area and must be escorted at all times. Guests are not to wander in the residence halls nor are they permitted in opposite sex restrooms. If escorted at all times by the host, guests are permitted in any residence hall common area.
- B. Guests will be permitted in rooms only with the permission of the other occupants of the room. Interference with another occupant's privacy, use, and enjoyment of the room will not be allowed.
- C. Visitation hours during summer sessions will be noon until midnight Sunday through Thursday, and noon through 2:00 a.m. on Friday and Saturday.
- D. It is the responsibility of all students to be aware of the visitation hours/policy for the hall they are visiting. Failure to comply with the visitation rules may result in disciplinary action.
- E. A register will be maintained at each residence hall front desk that has twenty-four (24) hour staff. Students having guests are responsible for seeing that their guests provide identification and sign the register when entering and leaving the hall as directed by residence hall staff.
- F. Each guest must be escorted by the Student host from the lobby to the room he/she is visiting and from the room back to the lobby.
- G. Room checks may be made at any time during visitation by residence hall personnel. Violations of visitation guidelines will be reported to the appropriate Area Coordinator of the participating hall. Disposition of such cases will be treated in the same manner as other violations of University policy.
- H. There will be no more than a total of five (5) guests in a room at any given time except in cases where guests are members of the Student's immediate family.
- I. Students and guests must be properly attired in apparel suitable for class.
- J. Any student who violates visitation policies may lose subsequent visitation privileges, as well as incur other disciplinary action.
- K. Visitation regulations apply to all guests regardless of gender.
- L. Overnight guests of the same sex are permitted if the following conditions are met:
1. The guest is registered with the Area Coordinator prior to staying overnight.
 2. The Student host informs the guest of residence hall regulations and accepts responsibility for the guest's conduct.
 3. Permission for a guest to stay more than two (2) consecutive nights must be obtained from the Director, Housing & Residential Life and/or designee.
- M. Visitation hours may be shortened by a simple majority of Students residing in the specific residence facility, unit or apartment voting at the beginning of the fall semester. Visitation hours chosen will be effective through the end of the academic year (spring semester). Regardless of vote, visitation hours may not begin earlier than noon and may

not extend beyond midnight on Sunday through Thursday or 2:00 a.m. on Friday and Saturday.

XII. HOUSING DISCIPLINARY OFFENSES

Students, occupants and guests are subject to, and shall comply with, the rules and policies of the Tennessee Board of Regents, and all University rules and policies, as well as all federal and state laws. Violators are subject to appropriate disciplinary action.

Housing & Residential Life has adopted the following non-exclusive list providing notice of offenses for which students may be subject to disciplinary action through the process set out in Section XIII. Students may be subject to additional disciplinary charges and sanctions through the Office of Judicial Affairs.

Alcohol. The use and/or possession of alcoholic beverages is prohibited on the University campus and in all student residence facilities. Empty alcohol containers (including but not limited to bottles, cans, shot glasses, flasks and kegs) may not be used for display purposes in any student residence facility.

Bicycles and Motorcycles. Parking or storing bicycles, mopeds, or motorcycles is not permitted in hallways, stairways, outside walkways, fire escapes, or lobbies of student residence facilities. Bicycles may be kept inside the facility providing they do not block entrances or exits.

Business or Commercial Use. Student residence facilities may not be used for any business or commercial purpose. The facilities are to be used for residential purposes only.

Cable Theft. Cable theft is the receipt of cable services without the express authorization of a cable television operator. Theft includes splitting cable wires or attaching a black box that can alter the cable equipment owned by the operator.

Computer and Network Acceptable Use. MTSU Policy I:03:03 Information Technology Resources Policy is intended to prevent abuses of equipment and services, and to ensure that the use of computers and networks honors the public trust and supports the University's mission to educate students, conduct research, and provide public service. Using MTSU and state resources for unauthorized copying and/or distribution of copyright-protected information, music, video, and software is prohibited.

Construction. No construction of any kind is allowed without prior written consent of the University.

Data Service. All student residence facilities have direct data network access via Ethernet jack and wireless. All residents using the MTSU data network must adhere to all provisions of the [MTSU Policy I:03:03 Information Technology Resources Policy](#).

- A. Wireless routers are not permitted and if found to be interfering with existing wireless, they will be disconnected.
- B. Servers of any type are not allowed in student residence facilities. This includes but is not limited to Web, FTP, telnet, game, peer-to-peer, and file servers. Servers discovered in operation are subject to disconnection.

- C. Distributing copyrighted material without permission is not permitted and may result in suspension of network access as well as other sanctions.
- D. Internet Protocol (IP) addresses are centrally assigned and may not be changed. To receive this address and other necessary configuration information, the network card must be set to obtain address information automatically via Dynamic Host Configuration Protocol (DHCP). Computers attempting to circumvent this registration and assignment process are subject to disconnection.

Disturbances or Nuisances. No student resident shall permit or create a nuisance or disturb any other residents of the facility. Students shall not conduct or permit activities in their student residence facilities or in any manner create disturbances which would cause disruption to other residents.

Drugs. The unlawful use and/or possession of drugs and/or drug paraphernalia is prohibited on the University campus and in all student residence facilities. Students found responsible for drug violations WILL be removed from the residence halls, apartments, and/or houses.

Electrical Kitchen Appliances. Appliances with open heating elements may not be operated in student residence hall rooms.

Failure to Comply with Sanctions. Failure to fully comply with disciplinary sanctions imposed subsequent to the process set forth in Section XIII.

Failure to Cooperate with Institutional Officials. Any act of insubordination or failure to cooperate with University officials, including all levels of Housing staff acting in the performance of their duties, is grounds for the immediate termination of the Agreement.

Fire Hazards. Students shall permit no combustible material to be kept on the premises and shall take every precaution to prevent fires. Fire escapes shall be kept clear of all items and shall be used in case of emergency only. Students will not store or lock anything on or immediately adjacent (within two [2] feet) to electrical meters or conduits from these meters leading into residence halls, apartments and houses.

Fire Safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by residence hall staff. Students failing to appropriately evacuate the building may be subject to disciplinary action.

Firearms, Explosives, Fireworks, and Inflammables. The possession or use of firearms, slingshots, paint ball guns, "super soakers," explosives, fireworks, inflammable fluids, dangerous chemical mixtures, pellet guns, B.B. guns, propelled missiles, tasers, stun guns or ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) is prohibited.

Heating. Students shall not use any appliances for heating except those provided with prior written consent of the University.

Illegal activities. Illegal activities of any kind within student residence facilities are prohibited.

Keys. Room or apartment keys are the property of the University and a student may not have duplicate keys made. Students who misplace their keys and need access to their rooms should

contact their residence hall front desk to be issued a temporary key. As a security precaution, students who lose their keys will have their locks changed and the core replaced and will be charged the appropriate fee. Residents are not permitted to share or loan their keys to other persons.

Noise and Quiet Hours. The primary aim of Housing and Residential Life is to maintain an atmosphere conducive to the pursuit of residents' academic goals and to provide an opportunity for uninterrupted study and rest. Courtesy hours are in effect 24 hours a day. Unnecessary noise, from whatever the source, must be discontinued upon request. Quiet hours are in effect from 9:00 p.m. until 9:00 a.m. every day. Students who show a disregard for quiet hours may have their Agreement canceled and/or be restricted from living or visiting in the residence halls. Strict quiet hours will be in effect 24 hours a day beginning one day prior to the start of final exams and will continue through the end of the exam period.

Pets. No pets of any kind are allowed in the residence halls or University apartments, with the exception of fish contained in one aquarium no larger than 10 gallons. Residents must make appropriate arrangements for the care of fish during holiday or other break periods. Housing and Residential Life will not assume responsibility for feeding, cleaning, or otherwise maintaining aquariums. This does not exclude accommodations required pursuant to the Americans with Disabilities Act, as amended.

Premises. Students shall maintain the premises, including their yards, in a neat and orderly condition. No refuse, loose paper, cans, bottles, etc., shall be permitted to accumulate outside or underneath dwelling units.

Prohibited Items. The following is a non-exhaustive list of items which are prohibited in student residence facilities: water-filled furniture, personal air conditioners, ice boxes, unauthorized refrigerators, pianos, exterior aerials or antennas, heavy electrical appliances such as laundry and dishwashing machines, personal stoves, extension cords, halogen lamps, candles, incense, firearms, explosives, fireworks, flammable fluids, slingshots, paint ball guns, "super soakers," dangerous chemical mixtures, pellet guns, B.B. guns, ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) propelled missiles, alcoholic beverages, and illegal drugs or paraphernalia.

Security Doors. At no time may security doors be propped open.

Signs. Students shall display no signs, placards, or banners of any type in or about the premises without the prior approval of Housing staff.

Smoking. Pursuant to [MTSU Policy I:01:03 Tobacco-Free Campus](#), smoking (including vaporizers, hookahs, e-cigs, etc.) is prohibited on the University campus and within student residence facilities. Students wishing to use tobacco products must do so in the privacy of a personal vehicle. Tobacco products can only be stored in a private vehicle.

Soliciting Sales. Soliciting, canvassing, or the use of student residence facilities as a location for selling is prohibited unless written permission is granted by the Dean of Students. Since solicitors or other salespersons are not allowed access to the premises except with permission from the University, students are requested to notify the front desk of violations of this rule.

Violation of General Policies. Any violation of the general policies or procedures of the University as published in an official institutional publication, including the intentional failure to perform any required action or the intentional performance of any prohibited action.

Violation of State or Federal Laws. Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference.

Violation of the Terms of the Student Housing License Agreement. Violations of the terms of the Agreement may result in disciplinary proceedings.

Windows, Screens, Roofs and Ledges. Students shall not shake, clean, or hang any bedclothes, rugs, mops, dust cloths, etc., from windows. Students are not permitted to remove or tamper with the screens at any time. Roofs and ledges of residence halls and/or apartments are off limits.

XIII. GUIDELINES AND PROCEDURES FOR HOUSING CONDUCT VIOLATIONS

Students who engage in prohibited conduct may be subject to the disciplinary processes of Housing and Residential Life, as well as other University disciplinary processes through the Office of Judicial Affairs and Mediation Services. The following guidelines are provided to assist students in understanding and responding to the Housing and Residential Life judicial process, including its use of incident reports, conduct violation referrals, Disciplinary Conferences, and applicable forms. The imposition of sanctions for conduct violations resulting from incident reports filed with regard to housing infractions does not preclude additional hearing and sanctioning processes through the University disciplinary process. Individual circumstances can determine varying levels of response, and sanctions can take into account the specific facts of each situation. By signing the Agreement, a Student agrees to support and abide by the policies, rules and disciplinary procedures governing a living and learning community.

Responsibility for Administration. Unless indicated otherwise, all initial violations of Housing rules will be adjudicated by the Area Coordinators in each of their respective areas. When necessary, cases will be referred to the Assistant Director of Residential Life, including cases involving multiple violations of Housing rules. The Assistant Director will be responsible for adjudicating all cases referred to her/him and applying the appropriate sanctions. Alternately or additionally, the Assistant Director of Residential Life may elect to refer all cases which involve multiple violations of [MTSU Policy III:00:03 Student Disciplinary Rules](#), when inappropriate behavior persists, or when other circumstances warrant such action, to the Assistant Dean of Students for disposition pursuant to the University disciplinary process.

Conduct Violation Referral. Cases are adjudicated from an incident report submitted to the Area Coordinator by a Housing staff member and/or resident of the hall. Cases may also be adjudicated from incident reports provided by the University Police.

Disciplinary Conference. A Student alleged to have acted in violation of this policy will receive a written notice directing the Student to appear for a Disciplinary Conference. The notice will be provided at least five (5) days prior to the date of the Conference. In addition to providing the date, time and location of the Conference, the notice will inform the Student of:

- A. The policy/rule violation(s) for which he/she is being charged.
- B. The opportunity to call witnesses or present other evidence on his/her behalf.
- C. The right to be accompanied by an advisor of his/her choice. The advisor is not allowed to participate in the conference and may only advise the Student.
- D. The right to a copy of the Incident Report, if any, on which the Conference is being held.

At the Conference, the Student will be interviewed by the appropriate Housing official. During this interview, the Student will be advised as to what Housing policies/rules have allegedly been violated and will be given an opportunity to explain his/her version of the act or incident, or to otherwise refute the allegations.

The Housing official will review the incident, taking into account the information provided by the Student. A determination will be made as to whether policy/rule was violated or not, and the Student will be advised as to whether or not sanctions are warranted.

At the conclusion of the Disciplinary Conference, or at a later point as deemed necessary, the Student will be provided a Disposition Form indicating what violation(s) the Student has been found responsible for and the sanction imposed. The decision of the Housing official is final.

Effect of Noncooperation. A Student who fails to cooperate, ignores, or otherwise does not respond after receiving notice of the Disciplinary Conference may be subject to temporary measures such as having the locks changed on his/her residence or having his/her student ID card blocked. If the Student continues to not respond, the Assistant Director of Residential Life will initiate action for possible cancellation of the Agreement and removal of the Student from Housing and Residential Life.

Failure to Comply with Sanctions. It is expected that all sanctions will be completed within the time frame given in writing to the Student. Failure to comply with sanctions in a timely manner may result in a meeting with the Assistant Director of Residential Life. The Assistant Director of Residential Life may give a written extension if such is deemed appropriate, or may initiate the disciplinary process to consider this violation.

XIV. HOUSING DISCIPLINARY SANCTIONS

Upon a determination that a Student has violated any of the Housing disciplinary offenses set forth in this policy or the general policies of the University, disciplinary sanctions may be imposed, either singly or in combination. Following is a non-exclusive list of potential sanctions for violations of the housing disciplinary policy

- A. Restitution. Restitution may be required in situations which involve destruction, damage, or loss of property. When restitution is required, the Student is obligated to compensate a party or parties for a loss suffered as a result of the violation(s). Any such payment in restitution shall be limited to actual cost of repair, replacement, or financial loss.
- B. Housing Probation. If a Student is engaging in repeated or continuing prohibited conduct, the Student may be placed on Housing Probation. The Student will be informed that during this time period any further violations may be cause for cancellation of the Agreement.

- C. Residential Service. A Student may be required to perform specified tasks or service to the residence hall community under the supervision of a University official.
- D. Community Impact Statement/Project. A Student may be required to complete a written paper, project, or presentation which relates to the offense.
- E. Involuntary Reassignment. A Student may be involuntarily moved to another residence hall if warranted by his/her behavior.
- F. Cancellation of Agreement. A Student's Agreement is canceled, and the Student must vacate his/her place of residence within 24 hours of notification or as directed by the appropriate Housing official.

XV. SPECIAL REGULATIONS APPLICABLE TO WOMACK LANE APARTMENTS

Womack Lane Apartments are available for the use of full- time students with a spouse, and/or a dependent child or dependent children who will reside on campus with the full-time student. A Student does not have to attend school during the summer sessions, provided the Student enrolls full-time the following semester. A one-bedroom furnished apartment will be assigned to a family unit of three (3), and a two-bedroom unfurnished apartment will be assigned to a family unit no larger than five (5).

Information Requested by the University. Students shall submit to the University, upon request, signed statements or other required documents setting forth the pertinent facts concerning their household composition and student status. The University may reexamine such information periodically for the purpose of determining the right of continued occupancy.

Supervision of Children. Parents, legal guardians, and babysitters are responsible for providing appropriate care and supervision for children in their care and are responsible for the conduct of such children while the children are on Womack Lane Apartments property and MTSU campus grounds. Children under 12 years of age must be accompanied by a parent, guardian, or other adult while on the Womack Lane Apartments property, including the Womack Lane Apartments playground or in the Womack Lane Apartments Center.

XVI. MISCELLANEOUS REGULATIONS

- A. Transfer or Subletting Units. Students shall not transfer possession, lease, or sublet the premises nor give accommodations to roomers, boarders, or lodgers, and any attempted assignment or subleasing shall be void without the written consent of the University.
- B. Rubbish, Garbage, and Waste. Students shall deposit garbage, rubbish, and other waste in a manner prescribed by the University and laws and ordinances covering the use of the premises. At no time are personal garbage bags or cans permitted in hallways, breezeways, lobbies, etc. Examples of other personal items not permitted in residence hall and/or apartment common areas include but are not limited to boxes, furniture, and appliances.
- C. Liability for Loss or Damage.
 - 1. The University does not maintain insurance on any personal property of students, and all personal property of Students on the premises shall be at the risk of the Student.

The University shall not be liable for any damages to, or theft of, personal property of Students in student residence facilities.

2. The University shall not be liable for any damages or injuries to any Student or the occupants of student residence facilities, or to guests or invitees of such Students resulting from any act or failure to act by the Student or any other occupant of the premises, or from any lack of repair of the facility or any accident occurring in or about the facility, except as authorized by and allowed pursuant to Tenn. Code Ann. §§ 9-8-301, et. seq.

Each Student who occupies any residence unit agrees to indemnify and hold the institution harmless from and against any and all claims, damages, or causes of action whatsoever, asserted by any person arising out of or in any way connected with the use of the premises by the Student.

- D. Residential Parking. Residence parking areas are reserved for residence hall and/or apartment residents. All on-campus residents with vehicles are required to purchase an appropriate parking decal from Parking and Transportation Services. Stickers for Womack Lane families are limited to two per apartment. Unauthorized vehicles and/or abandoned or immobile vehicles will be cited and/or removed at the owner's expense.
- E. Refrigerator Guidelines. Small refrigerators are permitted in residence hall rooms provided they are no larger than 3.0 cubic feet and do not exceed 2.5 amps.
- F. Storage. Storage of all household or personal property outside of dwelling units shall be in such manner as prescribed by the University. Students shall not store items in areas including but not limited to attics, breezeways, hallways, lobbies or underneath dwelling units.

XVII. MISSING STUDENTS

Most missing student reports in the University environment are a result of students changing their normal routine and failing to inform roommates, families, or friends. In compliance with Section 488 of the Higher Education Act of 2008, residential students have the option to identify the telephone number of a confidential contact person who will be notified within 24 hours by the University if the student is determined to be missing. Additionally, the University is required to notify students that their custodial parent or guardian will be notified if the student is less than 18 years of age, is not emancipated, and is determined to be missing. Residential students will be expected to enter and update emergency contact information in PipelineMT using RaiderNet. The student will be responsible for entering confidential emergency contact information and ensuring that it is up-to-date and accurate. The University will notify the appropriate law enforcement agency within 24 hours after the time that the residential student is determined to be missing. The full policy is available at <http://www.mtsu.edu/policies/student-affairs/III-06-00.php>.

Revisions: _____, 2014 New Policy.

Cross-references: *TBR Policy 3:03:01:00 Student Residence Regulations; Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004; MTSU Policies IV:06:02 Disposal of Surplus Personal Property, III:06:00 Missing Residential Student Notification Procedure; Tenn. Code Ann. §§9-8-301; Higher Education Act of 2008.*

**THE BOARD OF REGENTS
STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE**

**TENNESSEE STATE UNIVERSITY
STUDENT HOUSING POLICIES**

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I. PURPOSE

The revisions submitted herein are to bring the housing policy of Tennessee State University in alignment with the revisions to and under the authority of the Tennessee Board of Regents Student Residence Regulations 3:03:01:00.

II. ELIGIBILITY

- (1) All full-time enrolled students who have met the university's immunization requirements are eligible to reside in a University Residence Facility. All full-time, first-time and single freshman students under 21 years of age, not residing with their parents or legal guardians, or not commuting to class from their permanent residence are encouraged to reside in University Housing.
- (2) Part-time students may be approved for residence in a University residential facility at the discretion of the University.
- (3) All students requesting University housing must complete and sign a housing application. Upon signing, the applicant agrees to adhere to housing policies. Housing applications must be received by the advertised deadlines as posted at www.tnstate.edu/housing.
- (4) All eligible students, with the exception of students who are prohibited for any reason by federal or state law from residing in student residence facilities, shall have an equal opportunity to reside in student resident facilities regardless of race, sex, marital status, creed, color, national origin or physical disabilities. Separate units may be provided on the basis of sex.
- (5) No student who is registered as a sex offender pursuant to the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004 and whose victim was a minor shall be eligible to reside in any on-campus student residence facilities, including dormitories and apartments because the University's Main Campus includes a child care facility and is within one thousand feet (1,000') of a public athletic field available for use by the general public.
- (6) When applying for specific facilities or selective living groups, applicants must meet the criteria of the facility or have administrative approval. Such applicants should not assume their requests have been approved until written acknowledgement is received from the

Housing Office. All students must claim their room assignment within twenty four hours of their check-in date or communicate late arrival request in writing.

III. RESIDENCE HALL CONDUCT AND DISCIPLINARY SANCTIONS.

- (1) Students residing in University residence facilities or any form of University housing will be subject to all policies and regulations of the University and the Tennessee Board of Regents including, but not limited to, the Board of Regents Student Residence Regulations Policy 3-03-01-00 rules and regulations included herein. Violation of University or Tennessee Board of Regents rules and regulations may subject the resident to disciplinary action and the imposition of sanctions related to the resident's status as a student as well as a resident. Alleged violations of the University or Tennessee Board of Regents "student disciplinary and/or housing rules and regulations" will be heard by the Office of Student Conduct and Mediation Services for incidents involving but not limited to the following:
 - (a) Failure to display or produce university identification or alternate Identification;
 - (b) Failure to cooperate with or comply with directives of residence hall staff members and other University officials acting in the performance of their duties;
 - (c) Possession, consumption or use of alcoholic beverages or storage of bottles, cans or alcohol containers;
 - (d) Smoking, tobacco products and other items used to heat, burn or smoke tobacco products;
 - (e) Unlawful possession or use of any illegal drug, controlled substance and/or paraphernalia;
 - (f) Gambling in any form;
 - (g) Possession of bullets, firearms, or other dangerous weapons including but not limited to water guns, pellet guns, BB guns, paintballs guns, ammunition, knives, box cutters or anything that can be perceived as a weapon;
 - (h) Disorderly conduct or misbehavior by any resident or guest. Residents shall inform guests of University student housing policies and shall be responsible for their conduct;
 - (i) Tampering with any university purchased equipment for safety and security including, fire alarm mechanisms, smoke detectors, fire extinguishers, sprinkler systems, surveillance cameras;
 - (j) Violation of general University policies and regulations published in the Campus Living Guide, and Student Handbook.
- (2) Conduct in University housing may subject a resident to sanctions being administered by the Residence Life Conduct Advisory Committee or that would affect the status of a resident in University housing shall include, but not be limited to the following:
 - a) Possession of explosives, fireworks or flammable materials such as candles, incense, halogen lamps, butane burners, or items that produce excessive heat, an open flame or considered a fire hazard;

- b) Use of electric blankets, space heaters, grills, hot plates, popcorn poppers, coffee makers or other heat producing devices in residence hall rooms. Microwaves, clothing Irons and electric curling irons are exceptions.
 - c) Keeping pets of any kind in University housing, with the exception of fish in a 10 gallon container or less and previously authorized therapeutic pets or service animals;
 - d) Permitting the unauthorized housing of a guest, relative or friend;
 - e) Disturbing other residents by rowdy, boisterous, or disorderly behavior;
 - f) Using sound producing equipment in any manner which disturbs other residents;
 - g) Ignoring a fire alarm or refusing to evacuate the premises when an alarm is sounded;
 - h) Propping open stairway doors or exit doors;
 - i) Dropping, throwing, or hanging objects from windows:
 - j) Subletting is not allowed;
 - k) Changing or modifying room locks or installing additional locks;
 - l) Unauthorized removal and/or property damage to any residence hall facility, equipment, or furnishings;
 - m) Children are not permitted to reside in the residence halls. The University assumes no responsibility nor does it make provisions for children in the residence halls. Baby-sitting in residence facilities is not allowed;
 - n) Violation of any University housing policies and regulations hereinafter provided;
- (3) Residence Hall Disciplinary Sanctions. Upon determination that a violation of any regulation has occurred, the following disciplinary sanctions may be imposed, either singularly or in combination, by the appropriate University official or the Residence Life Conduct Advisory Committee.
- (a) Restitution. A student who has committed an offense against property may be required to reimburse the University or other owner for damage to or misappropriation of such property. Any such payment in restitution shall be determined by the University and limited to actual cost of repair or replacement. Students may be assessed on a pro rata basis for damage to common areas.
 - (b) Impoundment. The possession of any equipment, appliance, or device, the possession or use of which is prohibited in University housing, or any sound producing equipment which used in a manner disturbing to other residents, may be impounded or confiscated until the item can be discarded or removed from the residence hall.
 - (c) Warning. The appropriate University official, including residence hall staff members, may notify the student in writing that continuation or repetition of specified conduct may be cause for other disciplinary actions.
 - (d) Residence Hall Probation. A resident placed on residence hall probation is deemed

not to be in good standing with residence hall community, and continued residency is conditional upon adherence to the policies, regulations, and provisions of the Code of Conduct and Housing Contract.

(e) Residence Hall Suspension and Forfeiture. A student suspended from the residence halls may not reside, visit, or make any use whatsoever of a residence hall facility or participate in any residence hall activity during the period for which the sanction is in effect. A suspended residence hall student will be required to forfeit fees (including any unused portion thereof).

(f) The disciplinary sanctions contained in the Code of Student Conduct are incorporated herein by reference.

(g) Violation of any regulation is considered Breach of Contract (which may result in dismissal from the residence hall).

Residents have the right to appeal sanctions by submitting an appeal request to the Director of Residence Life within five days of the sanction decision from the Residence Life Conduct Review Board. Appeal procedures may also include the Office of Student Conduct.

IV. RESIDENT RESPONSIBILITIES.

(1) All general University regulations are binding with regard to residential students. Residents shall be responsible for the condition of room and room furnishing(s) as well as reporting maintenance issues immediately. Damages shall be reported to the residence facility director.

(2) Lounges, study rooms, reception lobbies and other common areas are provided for the comfort and conveniences of residents. Furnishings in common areas may not be removed. Students who take these items to their rooms or elsewhere on or off campus, are subject to possible arrest and disciplinary action for theft of state property.

(3) Any damage to residence life property will not be tolerated. Students guilty of defacing or destroying University property will be charged with the cost of repairs and disciplined according to the offense. If the person(s) who defaces or damages property in a room, common area or apartment is not identified, the cost of repair will be levied against all occupants of the room and floor.

(4) In attaching objects to room doors, walls, or ceilings, residents shall not use any device which leaves a permanent mark including, but not limited to, nails, screws, staples, thumb tacks, or stickers. White putty (available in the University Bookstore) is the only official recommended material for hanging or attaching objects to walls or doors. Other types of adhesives, such as tape, picture hangers, decals, etc., are not allowed as they are potentially damaging to most surfaces. Plant poles, pole lights, and other items which touch the ceilings are not permitted.

(5) The resident's room or apartment will be inspected periodically by the residence facility director for cleanliness and, therefore, should be kept clean and orderly at all times. Notice will be given 24 hours prior to these inspections. Any resident unable to maintain these standards may forfeit his/her right to remain in the residence facilities. The following suggestions will help maintain a livable area that is conducive to study or relaxation, will help maintain health standards, and will provide the basis for evaluation of room inspection:

(a) Beds should be neatly made with clean linen. Linen should be changed at least once a week.

- (b) All clothes should be neatly hung in closets with the closet floor neat and orderly.
 - (c) Floors and mirrors should be clean; furniture, wood work and window sills dusted; waste baskets emptied; and, books on shelves in order.
 - (d) Paper and trash should not be placed outside of living quarters and should be placed in the proper containers.
 - (e) Personal hygiene items left unattended in bath or public areas will be discarded.
- (6) The room/apartment is to be shared equally. Length of stay in the room places no prior claim or right to the room.
- (7) Window blinds or screens shall not be removed.
- (8) Bicycles, motorcycles and mopeds, or other vehicles shall not be stored in rooms, hallways or stairways.
- (9) An approved charge shall be assessed for leaving an assigned room in such condition as to require undue time for cleaning the premises. Conditions which demand repair, including painting, shall result in a damage assessment against the resident. A list of approved fees and charges will be located on the Department of Residence Life website www.tnstate.edu/housing.
- (10) If a resident is not going to be in his/her room or apartment for more than three days, the student should contact his/her resident assistant or facility director to provide a telephone number where he/she can be reached. If the staff does not know of a student's whereabouts after a reasonable period of time, the Director of Residence Life will contact the Vice President for Student Affairs, and the Campus Police Department.
- (11) Personal property should be marked with permanent identification.
- (12) Students should leave expensive clothing, electronic equipment or jewelry at home.
- (13) It is recommended that residents avoid borrowing. It helps to discuss your feelings about borrowing or lending property with your roommate(s) and/or friends to avoid later conflicts.
- (14) It is suggested that students obtain insurance protection against loss, damage or theft of personal property. The University assumes no responsibility and shall not be liable for any damages to or theft of personal property of students, or injury to any student or the occupants of student residence facilities or to guests of such occupants except as authorized by the "Tennessee Claims Commission Act", T.C.A. §9-8-301, et seq. If property is damaged or individuals injured, a claim form must be completed with report of incident and filed with the Tennessee Board of Claims. The State of Tennessee will make the final determination for reimbursement and legality of claim.
- (15) At least one month prior to vacation periods, each resident will be notified by bulletin board notice and through the regular residence facility meetings as to the closing schedule for his/her residence facility. Students may reference the University academic schedule. If for any reason there are hardship cases where a student will not be able to leave at the assigned time, he/she must inform the Residence Director and the Director of Residence Life prior to the closing of the facility.

V. VISITATION POLICY.

(1) The term “residence hall visitation” refers to the visitation of both men and women students, family, and friends in residence facilities common areas and resident rooms during regularly scheduled visitation days and hours. Residents living in the building may not visit after established visitation hours without the consent of their roommate(s). If there is a conflict as a result of the visitor (inclusive of residents in the building), the method of resolution will be at the discretion of the residence facility director.

(2) Residents of each residence facility select the specific days and times of visitation for their facility within the maximum parameters contained in campus visitation policy. Visitation in the residence facility shall not be effective unless or until ratified by the majority of the residents voting and approved by the appropriate residence life officials. Voting shall take place three (3) weeks after the first official day of registration beginning at 9:00 a.m. until 7:00 p.m. the following day.

(3) Residence facility visitation is a privilege and is not mandatory. The Office of Residence Life has established guidelines for suggestions and recommendations brought to it by residents of the respective residence facilities.

(4) If for any reason an uninvited guest comes to a student's room during or after the visitation period, the student should contact a staff member of the residence facility immediately.

(5) Residence hall visitation shall be conducted under the following regulations:

- (a) Lobby Visitation hours will be posted according to residence facility. Lobby guests must be the invited guest of a hall resident and are subjected all residence hall policies and regulations.
- (b) Visitation is considered a privilege with responsibilities upheld by every resident. Visitors are required to check in at the front desk or other designated area and must be escorted at all time.
- (c) In room Residence Hall visitation hours may vary by facility and hours will be posted. These hours can be modified at any time during a campus deemed emergency. Visitation shall not be scheduled during the weeks of Thanksgiving recess, mid-term or final examination.
- (d) A parent of the opposite sex is permitted to visit a resident's room at times other than visitation periods provided that other residents on the floor are notified and permission is granted by a residence hall staff member. Room visitation by persons of the opposite sex in conjunction with check-in and check-out must be approved by a member of the residence hall staff.
- (e) Basic Visitation Expectations:

Roommates must consent in writing to visitation in their room.

All guests must leave their Tennessee State University ID Card, driver's license or other satisfactory photo identification at the appropriate residence facility office desk prior to leaving the lobby area. Guests must be escorted from the lobby to the room to be visited and from the room visited back to the lobby by the host or hostess.

Nonresidents are prohibited from being in the residence halls unescorted by their host or hostess.

Non-resident students in violation of visitation regulations may be subject to disciplinary action by the student affairs deans.

Residents and guests must be in proper attire suitable for class or street wear during visitation.

Non-students found in the residence halls in violation of visitation policy shall be subject to arrest.

Residents shall be responsible for the conduct and behavior of their guests. A resident found in repeated or gross violation of residence facility visitation regulations

which would threaten the health, safety and welfare of others is subject, in the discretion of the appropriate residence life officials, to immediate suspension or termination of his/her privilege of living in University residence facilities. Such action shall be followed by the initiation of appropriate disciplinary procedures.

(f) Room checks may be made at any time during visitation.

(g) Overnight guests of the same sex as the resident student are permitted if the following conditions are met:

1. The guest is registered with the residence facility director prior to staying overnight.
2. The residence host informs the guest of residence facility regulations and accepts responsibility for the guest's conduct.
3. Permission for a guest to stay more than two (2) consecutive nights must be obtained from the appropriate residence life official.

(h) Children are not allowed to wander in residence facilities unsupervised at any time.

(i) Guests shall be defined as those persons not residing in the residence facility of the host student.

(6) Apartment visitation shall be conducted under the following regulations:

(a) Visitation hours may not exceed 12 midnight Sunday through Saturday.

(b) Non-resident students in violation of visitation regulations may be subject to disciplinary action by the student affairs deans

(c) Residents and guests must be in proper attire suitable for class or street wear during visitation.

(d) Residents shall be responsible for the conduct and behavior of their guests.

(e) Non-students found in apartments in violation of visitation policies may be subject to removal and possible legal action.

(f) A resident found in repeated or gross violation of residence facility visitation regulations which would threaten the health, safety or welfare of others is subject, at the discretion of the appropriate residence life official, to suspension or termination of his/her privilege of living in University residence facilities. Such action shall be followed by the initiation of appropriate disciplinary procedures.

(g) Room checks may be made at any time during a visitation period.

(h) Children are not allowed to wander in residence facilities unsupervised at any time.

VI. CONTRACT TERM AND CONDITIONS.

(1) The term of the Student Housing Agreement shall be from the date of room assignment until the end of the academic year. Fall residents wishing to petition for release from the student housing agreement based upon graduation or transfer for the spring semester must complete a "Void Housing Contract" form and submit it to the Director of Residence Life prior to the Christmas break.

(2) A resident shall not move out of the residence facility during the term of the housing agreement without the authorization of the residence facility director and the Director of Residence Life.

(3) A resident who vacates the residence facility prior to the end of the term of the housing agreement shall forfeit all prepaid rent and deposits except in the specific circumstances defined below under "Housing Deposit, Cancellation, and Refund Policies."

(4) Transfers from one residence facility to another must be authorized by the appropriate residence life officials. Residents are required to pay the cost difference associated with facility changes.

(5) Room/apartment changes within a residence facility must be authorized by the appropriate residence life official.

(6) Individual occupants of double rooms shall be required to consolidate in accordance with consolidation assignments by the residence facility director.

VII. HOUSING DEPOSIT, CANCELLATION, AND REFUND POLICIES.

(1) Reservation Fee. A housing room deposit/application fee is required of all students who apply for University housing. This fee must be paid within the advertised application dates.

(2) The housing room deposit/application fee does not guarantee a specific room, hall or apartment, the fee is to reserve any available space if paid before the late registration period. The payment of this fee alone does not guarantee housing; the applicant must have met all criteria for living on campus before a room assignment can be given.

(3) Cancellation. The housing room deposit/application/ fee will be forfeited if the resident fails to cancel the contract in writing with the Office of Residence Life fourteen (14) days prior to the first official day of registration. The room deposit/application fee is also forfeited if the resident fails to fulfill the housing agreement (i.e., assigned space is not occupied by the last day of regular registration unless the Office of Residence Life is notified by the resident of the late arrival; does not register for classes, etc.)

(4) Refund of Reservation Fee. Except as provided in paragraph (1) above, housing room deposit/application will be refunded only if one (1) or more of the following conditions exist:

- (a) A residence facility space is not available (this does not apply to a specifically requested space; room or apartment).
- (b) The is prevented from entering the University because of medical reasons, confirmed in writing by a licensed physician.
- (c) If cancellation is made in writing to the Director of Residence Life fourteen (14) days prior to the first official day of registration.
- (d) In case of death of the student.
- (e) No refund shall be made if the resident is withdrawn from the University or the residence facility for disciplinary reasons.

(5) Refund of Residence Facility Rent.

(a) Refunds of residence facility rental fees paid in advance shall be prorated on a weekly calendar basis and the resident's contract or lease shall terminate at the discretion of the institution when the student is forced to withdraw from the residence facility:

- 1. Due to personal medical reasons confirmed in writing by a licensed physician; or
- 2. At the request of the institution if:
 - (i) The premises or the unit are destroyed or, in the opinion of the institution, unsuitable for occupancy for any reason; or
 - (ii) The institution gives the student written notice of termination at least 30 days prior to the date when such termination will be effective.

(b) A full refund shall be made in the event of the resident's death.

(c) In the case of withdrawal from the residence facility for other reasons, except disciplinary reasons, 75% of prepaid rent will be refunded for withdrawal from the residence facility for a period of 14 calendar days beginning with and including the first day of registration or with equivalent period for a short-term course, and 25% shall be refunded for a period which extends 25% of the length of the term. (See Fall, Spring and Summer "Class Schedule" booklets.)

(d) No refund shall be made if the resident is withdrawn from the University or the residence facility for disciplinary reasons.

(e) No refund shall be made if the resident vacates the residence facility prior to the end of the term of the "Student Housing Agreement" without the authorization of the residence facility director and Director of Residence Life.

VIII. MISCELLANEOUS.

(1) Solicitations. Except as otherwise permitted by Tennessee Board of Regents rule 0240-01-01 Use of Campus Property and Facilities, solicitation for purely commercial purposes is prohibited on all property owned or used by the University.

(2) With the exception of university owned apartments, all residence facilities will be closed during Christmas holidays, spring recess, and at the end of the spring and summer semesters. On these occasions students are expected to vacate the residence facilities by twelve (12) o'clock noon the following day after their last examination or class. Students who are not returning to the University in the spring semester should officially check out of the residence facility at the close of the fall semester. The University will not be liable for belongings left in the student's room/apartment during official breaks except as provided by the Tennessee Claims Commission Act, T.C.A. §9-8-301, et seq.

(3) Long distance calls may not be charged to a resident's room/apartment telephone number.

(4) All residents must comply with all university requirements as communicated by Student Health Services.

(5) Residence hall lobbies shall close to guests at 12 midnight. Residence hall lobbies are intended for use by residents of the hall and their approved guests. Persons not using the lobby for the intended purpose will be required to leave.

(6) Food kept in residence hall rooms must be in closed containers.

(7) A refrigerator not to exceed 2.5 cubic feet and 5 amperage draw may be placed in rooms in the residence halls with the exception of apartments.

(8) Tennessee State University recognizes and respects the rights of its students to have privacy with respect to their persons and their personal belongings. The University also recognizes the responsibility to preserve the wholesome learning and living environment on campus, to provide adequate maintenance and protection of public property, and to protect the health and safety of all persons on campus. These fundamental assumptions are embodied in the following commitments and procedures concerning the entry or search of student rooms or other assigned storage spaces.

(a) Room Entrance: The University reserves the right to enter University rooms under any of the following circumstances:

1. When there exists an immediate threat to the health or safety of the occupants or University property.
2. With permission of the resident.
3. With a search warrant.
4. With permission of the President or designee or the Vice President of Student Affairs or designee when there is sufficient reason to believe University regulations or local, state and federal laws have been violated.
5. By Physical Plant personnel and their designated agents only for repair, replacement, or inspection of University property.
6. By residence hall staff member or officials of Residence Life on official business.
 - (a) Room inspections can be pre-announced and scheduled as well as random
 - (b) Health and Safety Inspection: Health and safety inspection will be performed periodically by Residence Life.
 - (c) Room Search:

The University reserves the right of entry to rooms by authorized University officials for the purpose of search and seizure if there is reasonable cause to believe that a student is using a residence hall for purposes which are illegal or

which would seriously interfere with campus discipline or constitute a hazard. A search will be authorized by the Vice President for Student Affairs or his/her designee. The search will be conducted in the presence of the Vice President for Student Affairs or his/her designee and the Dean of Residence Life or his/her designee and the student if possible. Representative of the Security Department may also be present. The University also has the right to elect the use of a search warrant by campus security or the city police.

A copy of the authorization form will be provided to the student(s) whose room is being searched, and a receipt will be given for any property confiscated. The University assumes no responsibility for the theft, destruction, or loss of confiscated property.

(9) Under no circumstances are windows/patio doors to be used for entering or leaving the residence facility.

(10) Open windows, patio and balcony doors are not to be used as a conduit to transmit music and/or noise to the community outside the residence facility.

(11) The University reserves the right to limit the quantity and type of items displayed in or on room windows so as to maintain an attractive appearance of the building.

(12) Alcoholic beverage containers, including cans and bottles, will not be visibly displayed, located or be found in the residence hall environment, including rooms, hallways, lounges, lobbies or other areas of the residence hall.

(13) Emergencies should be reported immediately to resident assistant or residence facility director. Such situations include flooding, malfunctioning of wiring fixtures, plumbing, broken elevators or vandalism.

(14) Maintenance needs that are not emergencies should be reported to residence facility staff who, in turn will initiate the maintenance request. The problem(s) should be corrected within 30 working days.

(15) In the Fall, when the heat is turned on, a short adjusting period is necessary before a uniform temperature is obtained throughout residence hall rooms. Residents should notify residence hall staff if their rooms remain cold or too hot for an extended period of time. NOTE: Once heat has been turned on in the Fall, it will remain on until the end of the winter.

(16) Residence hall common areas, such as lobbies and halls, are cleaned by janitorial staff each morning. Residents should leave these areas as clean as possible during this time. Apartment porches and steps are cleaned by janitorial staff. During check out residents will be required to bag trash and take to trash dumpster.

(17) For extermination of insects, residents should sign his/her name and room number with any comments on an extermination request sheet which is provided by the resident assistant. Exterminators spray on a regular schedule.

(18) Keys, access cards and/or fiber optic access devices ("FOB") are assigned to each resident when checking into his/her assigned residence facility. When a key or FOB is lost, a Lost Key Report is to be filed with the residence facility director within twenty-four (24) hours. Depending on circumstances filed in the report, a decision will be made to issue a duplicate key, access card and/or FOB, at the student's expense. Residence facility keys, access cards or FOBs may not be duplicated under any circumstance or be transferred to others. Students should not loan their keys, access cards or FOBs to others.

(19) Quiet hours are established in each residence facility at the beginning of the fall semester and will be posted. Quiet hours are generally in effect from 7 p.m. until 7 a.m. In addition,

residents are expected to show consideration for others at all times by avoiding excessive noise ("excessive" defined as disturbing your neighbor). During mid-term and final examination weeks, quiet hours will be in effect 24 hours a day.

(20) All residence facility staff members are considered institutional officials and as such are empowered to issue directions to any student, guest, or visitor. Failure to comply with the legitimate directions of a staff member will result in appropriate disciplinary action. Residence facility staff members are empowered to deal with behavioral problems of students in any residence facility or at any residence facility-sponsored event.

(21) Students are advised not to leave the residence facility alone after dark. It is also advisable for students not to stay alone in classrooms, music practice buildings, and other buildings.

(22) Fire in the residence facility should be reported to the residence director or to his/her assistant if the director is not available. Students should then activate the nearest fire alarm and exit immediately. Residents are advised to become familiar with the location of exits, fire extinguishers and alarms. Tampering with fire alarms or fire extinguishers is a serious matter and may result in disciplinary action. If the fire department responds to a false alarm, the student responsible for the false alarm will be assessed the cost for responding to the alarm.

(23) Telephone jacks are conveniently located in each room/apartment. Students must provide his/her own telephone. The University will not assume responsibility for any collect calls made to the student. The University will not assume responsibility for personal telephones, hook-ups or malfunctions. Long distance calls may not be charged to a resident's room/apartment. Long distance credit cards are not the responsibility of the University.

(24) The University provides certain services relative to the health of the student. If the student's illness exceeds the University's ability to provide medical care, the cost of hospitalization must be borne by the student. The University has arranged for a special group hospitalization contract at a minimal cost, and information for purchase may be obtained by contacting the Dean of Students or Health Center staff. The following are suggestions in regard to illness in the residence facility:

- (a) If the student is in need of medical care (illness or accident) during the night, contact with the campus police should be made by the resident facility staff as soon as possible.
- (b) The University Health Center is open from 8 a.m. to 4:30 p.m. Monday through Friday, unless otherwise posted.
- (c) In the event a student is hospitalized on an emergency basis or sent home because of illness, the residence facility director should be notified immediately as well as the Dean of Students and the Director of Residence Life.

IX. MEAL PLAN REQUIREMENTS

(1) All University students who participate in the residence life program are required to participate in the Campus Meal Plan Program, herein referred to as "board." All freshman (29 hours or less) who live in University housing must enroll in the 300 block meal per week board plan. Returning students with 30 hours or more may enroll in either the 300 block meal or the 160 block meal plan. Apartment residents can participate in any meal plan package, but must have the minimum advertised dining dollars plan. Upperclassmen who reside in traditional facilities without personal kitchens are required to participate in either the 300 or 160 meal plan block.

(2) Students for whom meals cannot be provided by the University's food service for special medical dietary reasons may be given special consideration through the Disability Services Office or Equal Opportunity/Affirmative Action Office. These

exceptions must be approved by the food service director or his designee and the Vice President for Student Affairs.

(a) Special Note: All applications concerning dietary problems must be reviewed by the cafeteria dietician. Generally, if the cafeteria cannot support the prescribed diet on a daily basis the waiver will be approved.

(b) Meal plan rates, meal plan change procedures and pro-ration dates will be posted on the Dining Services website.

X. RESIDENCE FACILITY SAFETY PROCEDURES.

(1) All residence facilities' front doors will be locked 24 hours a day. Residents are required to use their access cards to gain entry to the facilities or contact their facility directors for assistance. Residents should not open or prop doors for others.

(2) All roofs and porticos are off limits.

(3) Room/apartment doors must be locked at all times.

(4) Room/apartment keys should not be loaned.

(5) Telephone or room/apartment numbers should not be divulged to strangers.

Authority: TBR Student Residence Regulations 3:03:01:00.

Policy Name: Student Housing Agreement and Rules

Policy Subject: Updated TBR – Tennessee Tech rule revision

Date Revised: October 2014

Date Effective: December 11, 2014

I. Purpose

The purpose of this policy is to comply with TBR policy 3:03:01:00 Student Residence Regulations to provide residential students with expectations and direction regarding student housing.

II. Review

This policy will be reviewed every year or whenever circumstances require review, whichever is earlier, by the Director of Residential Life with recommendations for revision presented to the Vice President for Student Affairs.

III. Definitions

- A.** Occupant – Spouses, children, immediate family members and/or other persons residing with a student resident in a student residence facility/unit.
- B.** Reservation Deposit – A payment required by Tennessee Tech to secure accommodation within a residence facility prior to taking occupancy of a particular room, bed, or unit and is applied to the housing fee.
- C.** Student Residence Facility – Any residence hall, dormitory building, apartment, or other facility owned or operated by Tennessee Tech to provide housing accommodations for student residents.
- D.** Student Housing Agreement – The contract document setting forth the terms of occupancy of any student residence facility/unit as between Tennessee Tech and the student residents that occupy any such facility/unit.
- E.** Student Resident – A full-time student residing in a residence facility who is a signatory to a student housing agreement. For the purpose of this policy, a student who loses full-time status may still be considered a student resident with the permission of the Director of Residential Life.
- F.** Guest/Visitor – Any person invited by a student resident or Tennessee Tech, to visit in a residence facility.

IV. Policy

A. Eligibility

- 1.** Unless otherwise designated, all student residence facilities, including residence halls and apartments, shall be limited to occupancy by Tennessee Tech students and Office of Residential Life staff.
 - a.** The Tech Village Apartments are also available, as space allows, for Tennessee Tech faculty and staff.
 - b.** Residents must be full-time students to reside in the Tennessee Tech housing.
 - c.** Any exceptions will be granted by the Director of Residential Life or designee.
 - d.** In addition, student residence facilities may be leased to other persons in connection with programs and activities on campus when such facilities are not occupied or needed by students.
 - e.** All students, with the exception of students who are prohibited by federal or state law from residing in student residence facilities for any reason, shall have an equal opportunity to reside in student residence facilities regardless of race, gender, sexual orientation, familial status, creed, color, national origin or disability, provided that separate housing may be provided on the basis of gender and familial status.
- 2.** All freshmen are required to live in residence halls unless granted a waiver by the Director of Residential Life or designee.
- 3.** The basis for waivers for living in the residence halls include, but are not limited to:
 - a.** Students commuting from a parent's or legal guardian's home that is within a fifty (50) mile radius;
 - b.** Students living with a sibling who is enrolled full-time at Tennessee Tech and is at least a sophomore status and lives within a fifty (50) mile radius;
 - c.** Students with physical and/or emotional disabilities verified by a licensed physician and approved by the Disability Housing Committee or the Director of Residential Life;
 - d.** Married students or single parent student;
 - e.** Students who are twenty-one (21) years old by the first day of class of the semester; or
 - f.** Other emergency waivers may be granted by the Director of Residential Life.

4. Classification of students will be established according to the number of semester hours earned and as determined by the Office of the Registrar.
5. Unless granted a waiver, a student who is registered to live in the student residence facility is required to live in the student residence facilities, will be assigned a room in one of the residence halls, is responsible for full payment of rent, and may be subject to disciplinary action for living off-campus without authorization.
6. No person who is registered, or required to register as a sex offender shall be eligible to reside in any on-campus student residence facility.
7. Pursuant to Tennessee Tech Policy [360](#) all new incoming students who are under 22 years of age and are living in on-campus housing are required to produce proof of adequate immunization against meningococcal disease (meningitis). Students who fail to provide adequate documentation in advance of move-in will not be allowed to take up residence in student residence facilities.
8. The signing of a housing agreement obligates the student to fulfill the terms and conditions of the agreement for the duration of the agreement. A fall semester only agreement can be renewed for the following spring semester.

B. Contract Terms and Conditions

1. Tennessee Tech accepts student applications for housing beginning in the fall through the summer proceeding the academic year for which the housing is sought. For specific details and dates see:
<https://www.tntech.edu/studentaffairs/reslife/gsl/gslsection3>
- a. Housing is assigned on a first come first serve basis, using the date on which Tennessee Tech received a completed application.
- b. A reservation deposit is due at the time of application, which is applied to the housing fee. <https://www.tntech.edu/studentaffairs/reslife/gsl/gslsection3>
2. All student housing agreements shall be limited to a maximum term of one (1) academic year for halls and one (1) calendar year for apartments, but may be renewable for additional terms at the discretion of the Director of Residential Life.
3. Assignment to or occupancy of a residence hall does not include vacation periods but will begin and end on the dates of the semester(s) as indicated in the Tennessee Tech catalog indicating established hall opening and closing dates. Limited student housing may be available at an additional cost between semesters or summer terms and must be approved by the Director of Residential Life.

4. The term of any student housing agreement for an apartment unit may be for the fall or spring semester and/or summer term/period, or all of a calendar year, including all break periods within the term.
5. The terms of any student housing agreement are not modified in any way by the verbal comments of a Tennessee Tech employee or student.
6. Tennessee Tech's acceptance of the student housing agreement does not guarantee assignment to a particular type of accommodation.
7. Tennessee Tech's acceptance of a student housing agreement is not evidence of admission to Tennessee Tech.
8. Student residence facility assignment is contingent upon final admission to Tennessee Tech.
9. The student housing agreement is not valid unless the student has paid the applicable reservation deposit or this stipulation is waived by the Director of Residential Life.
10. The remainder of the initial semester's payment and payment of subsequent semesters for a student housing agreement is payable at registration for classes. Payment thereof shall be a condition precedent to the student being an enrolled student for the semester. In the circumstance of any approved payment plan, any prorated periodic payment that is not paid on or before the tenth day after such payment is due shall be subject to a late penalty fee.
11. The rental or fee payable for any student residence facility shall be established by Tennessee Tech prior to the beginning of any academic term, and may be subject to increase by Tennessee Tech for a subsequent academic term with notice at least twenty (20) days prior to the deadline of the student housing agreement.
12. In the event any occupant of a multiple occupancy residence hall unit ceases to reside in the unit for any reason, Tennessee Tech shall have the right to reassign the remaining occupants to other student residence facility on campus. When available, and at the student's request, a multiple occupancy student residence unit may be occupied singly at a higher rental rate for a particular semester.
13. In the event any student or other occupant of a student residence facility fails to comply with any terms or conditions of the student housing agreement, including the timely payment of rent, or with any rule, regulations or policy, Tennessee Tech may declare the student housing agreement terminated, and may enter and take possession of the premises after it has given notice to the student or other occupant to vacate the premises within twenty-four (24) hours of the notice.

14. Any student or other occupant of a student residence facility who fails to comply with any terms or conditions of the student housing agreement or who fails to make timely payment of all rental due or for damages caused to the premises shall be liable to Tennessee Tech for all expenses, including collection costs and reasonable attorney's fees, incurred by the University in the enforcement or collection of the obligation involved.
15. Students must occupy the student residence facility assigned by the Office of Residential Life during the time period specified by the student housing agreement. Any change in assignment must be approved by the Office of Residential Life.
16. No student shall assign the agreement of any residence facility or sublet the unit, and any attempted assignment or sublease shall be void without the written consent of the Office of Residential Life.
17. Tennessee Tech reserves the right to make all assignments and to make any assignment changes considered necessary.
18. Tennessee Tech reserves the right to refuse an application for student residence facility.
19. Tennessee Tech shall not be liable for any damages or injuries to any student or to the occupant of student residence facilities, or to guests or invitees of such occupants, resulting from any act or failure to act by the student or any accident occurring in or about the facility, except as authorized by and allowed pursuant to T.C.A. § 9-8-301 et seq. Each student who occupies any student residence facility agrees to indemnify and hold the University harmless from and against all claims, damages or causes of action whatsoever, asserted by any person arising out of or in any way connected with the use of the premises by the student.

C. Reservation, Deposit, Cancellation, and Refund Policies

1. Student Residence Facility
 - a. Any student housing agreement shall terminate at Tennessee Tech's discretion in the event of any of the following:
 - i. The premises or the student residence facility is destroyed or, in the opinion of Tennessee Tech, unsuitable for occupancy for any reason;
 - ii. The student resident ceases to remain a student in good standing during any regular term within the period of the student housing agreement;

- iii.** The student resident or occupant violates any covenant, term or condition of the student housing agreement or violates any applicable law or Tennessee Tech rule, policy, or procedure; or
- iv.** Tennessee Tech gives the occupant written notice of termination at least thirty (30) days prior to the date when such termination will be effective.
- b.** A student may be released from the student housing agreement before the effective date of the agreement by submitting written notification of cancellation to the Office of Residential Life, provided:
 - i.** The student has not checked in to his/her room;
 - ii.** It is prior to the first day of classes of the initial semester of the agreement; and
 - iii.** The student withdraws from Tennessee Tech.
- c.** A student who has entered into a student housing agreement but is otherwise not obligated to reside in a student residence facility may request an early termination of the agreement. A fee for such early termination will be calculated at fifty percent (50%) of the current rental rate. Requests must be submitted in writing to the Office of Residential Life.
- d.** A student may be released from the student housing agreement after the effective date of the license agreement by:
 - i.** Withdrawal or graduation from Tennessee Tech;
 - ii.** Participate in one of Tennessee Tech's full-time academic internship programs; or
 - iii.** An emergency release granted by the Director of Residential Life.
- e.** Refund of any reservation deposit will be made under the following conditions:
 - i.** Written cancellation is received in the Office of Residential Life by July 1 for the fall semester or academic year agreements, by December 1 for the spring semester only agreements and by May 1 for either summer session;
 - ii.** The student is prevented from entering Tennessee Tech because of medical reasons confirmed in writing by a licensed physician;
 - iii.** Residence hall space is not available; or
 - iv.** In case of the death of the student.
- f.** Refund of student residence facility rent.

- i. Refunds of student residence facility rent after registration will be prorated on a weekday calendar basis when the student withdraws from the residence hall due to:
 - a) Personal medical reasons confirmed by in writing by a licensed physician; or
 - b) For special circumstance, other than disciplinary reasons, approved by Tennessee Tech.
 - ii. Full refund will be made in case of death.
 - iii. Refunds resulting from withdrawals from Tennessee Tech for reasons other than disciplinary or those described in the preceding section will be made consistent with Tennessee Tech's policy or practice relating to refunds of student fees.

D. Conduct and Disciplinary Sanctions

- 1. Student misconduct related to residence hall or student apartment life that is subject to disciplinary sanction shall include, but not be limited to, any misconduct described by Tennessee Tech Policy [302](#).
- 2. In addition, the following special regulations concerning conduct in residence facilities shall apply, and failure to comply with them shall subject the resident to disciplinary action.
 - a. With the exception of fish aquariums not exceeding 20 gallons and approved service or comfort animals, pets are not permitted in Tennessee Tech housing. Fish aquariums may only be used for fish. Furthermore, no pets may be kept in close proximity of the resident's room.
 - b. Tampering with security devices, fire safety fighting equipment, smoke detectors and/or fire alarms is prohibited.
 - c. The use and/or possession of alcoholic beverages are prohibited in all student residence facilities.
 - d. The unlawful use and/or possession of drugs and/or drug paraphernalia are prohibited in all student residence facilities.
 - e. Tennessee Tech is a tobacco free campus – smoking is only permitted in private vehicles.
- 3. Student residents and occupants shall comply with TBR and Tennessee Tech's student housing policies at all times. Student residents and occupants shall be responsible for compliance with same by their invited guests.

4. All students are expected to respect the personal and property rights of all other persons and of Tennessee Tech.
5. Tennessee Tech officials and agents may enter a student residence facility at all reasonable times to examine and inspect the facility/unit for maintenance, health, safety, emergency purposes or to render service and/or repairs to any unit. Any student residence facility may be searched with the consent of the student resident or any other occupant of the unit. All entries/searches, other than those described above shall be conducted in accordance with federal/state law.
6. Upon a determination that a student has violated any applicable rules, regulations, or policies, the disciplinary sanctions listed in Tennessee Tech Policy [302](#), which is incorporated herein by reference, may be imposed, either singly or in combination, by the appropriate Tennessee Tech officials.
7. Disciplinary action against a student for violating any applicable rule, regulation, or policy related to student conduct shall be conducted in accordance with the procedures described in Tennessee Tech Policy [302](#), which is incorporated herein by reference.
8. Tennessee Tech reserves the right to move a student resident when it is in the best interest of the student, the floor, or Tennessee Tech.

E. Resident Responsibility

1. All student residence facilities shall be used for by students as private residences only.
2. Spouses, children, dependents and/or other persons residing with the student resident must be documented/identified on the student housing agreement document or an attachment thereto.
3. No student resident shall permit or create a noise or disturb any other resident of the unit or the facility.
4. No student resident shall assign the student housing agreement of any student resident facility or sublet the unit and any attempted assignment shall be void without written consent of the University
5. All personal property of student residents on the premises shall be at the risk of the student resident. Tennessee Tech shall not be liable for any damages to or theft of personal property of students in the student's residential unit or on its grounds prior to, during or subsequent to the period of the agreement. Any abandoned property collected by Tennessee Tech will be disposed of in accordance with Tennessee Tech, TBR or state regulations.

6. All student residents who occupy any student residence unit shall maintain the unit in the same condition and repair as accepted at the commencement of the period of occupancy, and upon termination of such occupancy, shall surrender the premises in the same condition and repair, ordinary wear and tear excepted. No student resident may make any alterations, additions, or improvements to a student residence unit without the written consent of the Office of Residential Life.
7. Each student who occupies any student resident unit agrees to pay Tennessee Tech, immediately upon demand, for any and all damages to the unit, including but not limited to damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, and furnishings of the unit and its surrounding premises, if such damage is caused by any act or failure to act by the student resident/occupant or guests/invitees of the student resident/occupant. Charges will be divided evenly between roommates if the responsible party cannot be identified.
8. Failure to check out of the student residence unit including failure to sign the room inventory sheet will result in a charge to the student's account.
<https://www.tntech.edu/studentaffairs/reslife/gsl/gslsection6>
9. Students in student residence facilities may be assessed on a pro-rata basis for damages in public areas or other common areas within or around the facility in which they reside, either by floor or area or by the entire facility, following a review by the Director of Residential Life or other appropriate Tennessee Tech official. Students will be notified in advance of this mass assessment.

F. Appeals

1. A student who is aggrieved by a decision related to housing, except a disciplinary matter, may file a written appeal within in five (5) business days of the decision. Such appeals must be filed with the Director of Residential Life.
2. Within 10 business days of the receipt of all information related to the appeal, the Director of Residential Life will notify the student of the decision.
3. Such decision shall be in writing and is final.

G. Miscellaneous

1. Abandoned Property, not subject to other regulations

All property, not subject to other abandonment regulations, that remain unclaimed for more than one year will be presumed abandoned and will be disposed of appropriately.

2. Alcohol

- a. The use and/or possession of any alcoholic beverages are prohibited on campus.
- b. Alcohol Containers – Empty alcoholic beverage containers, either on one's person or in one's room, will constitute an alcohol violation. Alcoholic beverage containers are not permitted as room decorations.

3. Antenna

Television and stereo antennas are not permitted to be installed outside of rooms.

4. Bicycles

Bicycles are not to be chained or locked to outside railings or posts.

5. Cable/Internet

Students may not tap into existing cable or in any way tamper with Tennessee Tech telecommunication or internet equipment.

6. Common Areas

Common areas may not be used for private events. Hall groups (Village Council, individual floors, etc.) may reserve common space with the approval of their Assistant Coordinator.

7. Confiscation of Items

- a. Illegal substances and items found to represent a health and safety violation or which in other ways constitute a violation of Tennessee Tech policies will be immediately removed by the housing staff or other appropriate Tennessee Tech officials.
- b. Items which may be confiscated by staff include but are not limited to:
 - i. Alcoholic beverage containers (alcoholic beverages will be disposed of by the responsible student(s) with staff observing); or
 - ii. Other miscellaneous prohibited items.
- c. Items which will be confiscated by University Police include but are not limited to:
 - i. Drugs or other illegal substance and/or paraphernalia;
 - ii. Fireworks;
 - iii. Weapons;
 - iv. Traffic and safety regulation signs; and

- v. Beer kegs and taps.

8. Discipline Process

- a. A staff member will complete an incident report (IR) when an incident or violation occurs in or around the student residence facilities. The IR will include names and contact information of all students involved as well as a description of the events surrounding the incident. Students involved in or present at the incident will also be asked to sign the report.
- b. An appropriate administrative staff member will follow up on an IR.
- c. Students must meet with the administrative staff member upon receiving a reasonable request. Failure to meet with the staff member may result in additional student disciplinary action.

9. Drugs

The use, manufacture, distribution or possession of illicit drugs on campus is prohibited. Any violation of this policy will result in disciplinary action as well as subject to applicable federal, state and local laws.

10. Gambling

Gambling in any student residence facility is prohibited.

11. Games

Balls, bikes, Frisbees, golf and other such similar items may not be used in any indoor student residence facility space.

12. Grievances or Complaints

Students may file complaints related to student residential housing <https://www.tntech.edu/studentaffairs/reslife/contact-us> or <https://www.tntech.edu/studentaffairs/deanofstudents/stucomplaint/>

13. Guest/Visitation Policies

- a. Guests/Visitor
 - i. A guest is defined as a person who does not live in the hall or apartment he/she is visiting.
 - ii. Student residents may have one (1) overnight guest of the same sex gender for no more than two (2) nights per week.
 - iii. All guests must be registered through the appropriate residence hall office.

- iv. The host student is responsible for all actions of his/her guest(s). The guest(s) may be asked to leave or prohibited from visiting if found to be violating policies.
- v. Host students must accompany their guests at all times.
- vi. Hosts should coordinate guest visits with roommate(s).
- b. Visitation for members (guests) of the opposite gender.

Standard Visitation Hours are as follows:

Sun – Thu 11 am – Midnight
 Fri – Sat 11 am – 1 am

c. Cohabitation

- i. Cohabitation is prohibited. For the purpose of this policy, cohabitation is defined as physically residing in another resident's room on a semi-permanent basis usually associated with a sexual or personal relationship.
- ii. Residents may move his/her personal belongings into another room only as part of an authorized room transfer.

d. Children

- i. Children may not stay overnight or live in residence halls. Registered children of parents/legal guardian residents are allowed in Tech Village.
- ii. Residents are not permitted to use his/her assigned room or apartment for babysitting.

14. Lounge Furniture

Lounge furniture may not be removed or rearranged without prior permission from the Assistant Coordinator of the responsible area.

15. Loft Beds

- a. Loft beds are permitted in traditional un-renovated residential halls if rented through Tennessee Tech's approved vendor.
- b. The Director or designee may grant exceptions to this policy at his/her discretion.

16. Noise

- a. The hours between 10:00 pm to 10:00 am are designated quiet hours. All noise must be contained within an individual student residence facility and at a level that is not disruptive to other residents.

- b. Beginning at 6:00 pm, 48 hours prior to the first day of exams and extending until after the last exam, quiet hours will be extended to 24 hours.
- c. At all other times, courtesy hours are in effect. Courtesy hours are defined as noise levels appropriate for residence hall living and not disruptive to others.

17. Posting

Information flyers (posters, etc.) must be approved by the Office of Residential Life and only posted on approved areas. All other non-staff posting will be removed.

18. Resident Room Decorations

- a. Door decorations may not cover more than 25% of the door surface.
- b. Paper decorations, posters, fish nets, other wall decorations and/or a combination of may not cover more than 25% of the surface of any wall.

19. Safety Policies

- a. All appliances must be UL/FM approved. Any electrical appliance that has an open heating element may not be used in the residence hall room. Restricted appliances include but are not limited to:
 - i. Toasters and toaster ovens;
 - ii. “George Forman” grills;
 - iii. Skillets;
 - iv. Space heaters (electric or gas);
 - v. Hot plates;
 - vi. Window air conditioners; and
 - vii. Halogen lamps.

20. False Fire Alarms

- a. Pulling a false fire alarm is against State and Tennessee Tech regulations.
- b. Withholding information concerning a false fire alarm is a criminal offense.

- c. A reward will be given, up to \$500, for information leading to the arrest and conviction of a person pulling a false fire alarm in the residence halls. Contact Putnam County Crime Stoppers at (931) 520-7867, 24 hours a day.

21. Holiday Decorations (specific types)

- a. Cut or live Christmas trees are prohibited in the student residence facilities.
- b. All electrical decorations must be UL/FM approved and only used in accordance with its rated application.
- c. Electrical decorations will be for interior room use only and must be 18 inches from combustible materials.
- d. Outside decorations are prohibited.
- e. Decorations covered in this section must be removed prior to the student leaving for vacation.

22. Multi-plugs and Extension Cords

Multi-plugs and extension cords are prohibited in the student residence facilities. Power strips with circuit breaker are acceptable, if UL/FM approved.

23. Needles and Other Sharps Instruments

- a. Proper sharps containers must be used for any contaminated needles or other contaminated sharps instruments. Needles and sharps instruments must not be bent, recapped, sheared or broken.
- b. Containers must be closeable, puncture resistant, color-coded red or labeled with a biohazard symbol, leak-proof on the side and bottom, maintained in an upright position, replaced routinely.

24. Open Flames

Open flames or live embers, including but not limited to, candles, Bunsen burners, and incense, are strictly prohibited.

25. Restricted Areas

Students are not allowed in restricted areas, including but not limited to, roofs, dormers, ledges, mechanical rooms, crawl spaces, etc.

26. Solicitation

- a. Solicitation is prohibited in the student residence facilities by off-campus agencies or commercial enterprises or by students acting on his/her behalf.

- i. This prohibition includes all door-to-door soliciting except in the common lounges with the prior approval of the Director of Residential Life.
- ii. Solicitation is prohibited except as provided in Tennessee Tech's Facilities Use policy. The Director of Residential Life must approve any solicitations of fundraising.

27. Surveys

All surveys conducted in student housing facilities must have the prior approval from the Director of Residential Life.

28. Trash

All residents are responsible for removing their own trash and disposing of it in an appropriate dumpster.

29. Weapons

Weapons of any kind, including but not limited to, actual weapons, martial arts weapons, toy weapons, air guns, paint guns, knives (over 4 inches), etc. are not allowed in the residence halls, apartments, or grounds.

V. Interpretation

The Vice President for Student Affairs or his/her designee has the final authority to interpret the terms of this policy.

VI. Citation of Authority for Policy

TBR Policy 3:03:01:00

RESPONSIBLE PROPOSER(S) AND REVIEWER(S)

Director of Residential Life

DATE

Vice President for Student Affairs

DATE

REVIEWED

University Counsel

DATE

REVIEWED

Administrative Council

DATE

REVIEWED

University Assembly

DATE

APPROVED

PRESIDENT

DATE

The Tennessee Board of Regents
Institutional Student Housing Policies
For
The University of Memphis

Authority: By Tennessee Board of Regents Policy 3:03:01:00

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- I Eligibility
- II Contract Terms and Conditions
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I. Eligibility

A. Enrollment

1. Students enrolled at the University of Memphis are not required to live in the residence halls, with the exception of designated scholarships and programs. To be eligible for occupancy, an applicant must be accepted as a student at the University and enrolled for a minimum of six (6) undergraduate or three (3) graduate semester hours by the close of the registration period for which housing is requested. Summer residents must be enrolled for at least three (3) undergraduate hours for the session living on campus. Students not enrolled in classes during the summer, but need summer housing, may request an exception for demonstrated educational reasons. An applicant has to be accepted to the University at the time application is made to the residence halls. A student who ceases to be enrolled in classes, or is required to withdraw from the University, must vacate the residence halls within twenty-four (24) hours as a condition of withdrawal.
2. All students shall have an equal opportunity to reside in student residence facilities regardless of race, gender, marital status, creed, color, national origin, or disability; however, separate housing may be provided on basis of sex.
3. Applicants for Graduate and Student Family Housing may be married and living with their spouse during the period of occupancy, or a divorced, widowed, or single student who is a head of household and living with their dependent child or children. All single occupants must live alone and not have roommates or other occupants, unless their space is designated as a shared student apartment by the Department.
4. The Director of Residence Life and Dining Services reserves the right to refuse any housing application, to change or cancel any assignment, or to terminate a resident's occupancy for justifiable cause. Receipt of the housing application does not guarantee admission to the University or to a housing facility.

5. The University may permit non-students or groups to reside in housing when space is available for the purposes of generating revenue and/or supporting other University objectives. Examples include but are not limited to conference groups, summer interns, visiting faculty, and staff in need of housing.
6. No person who is registered, or required to register, as a sex offender pursuant to the TN Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, as amended, shall be eligible to reside in any on-campus student residence facility, including dormitories and apartments.

II. Contract and Term Conditions

A. Application Procedures

A student must read and understand the residence hall policies and procedures contained in the web page, the application, contract and the Guide to University Living. The student may then submit the application for housing to the Residence Life and Dining Services Office, along with the application fee. Once the Department of Residence Life makes an assignment the student will be notified.

B. Assignment Procedures

1. Room assignments are made on the basis of the date of receipt of the application, student's place of permanent residence, housing preference, roommate choice, and availability of accommodations.
2. There is no guarantee that The Department of Residence Life and Dining Services will be able to comply with roommate requests. The Department of Residence Life and Dining Services will make roommate assignments without regard to race, color, creed, or national origin.
Every reasonable effort will be made to comply with the preferences indicated by the applicant; however, the Department of Residence Life and Dining Services reserves the right to make assignments of space in accordance with availability.
3. Graduate and Student Family Housing consists of designated apartments at the Park Avenue Campus who accommodate students who are married with family (spouse and legal dependents only), graduate students or single students. At the same campus apartments designated by the department for two students to share are referred to as Park Avenue Apartments. The maximum number of family members allowed to reside at Graduate and Student Family Housing designated apartments are as follows: 1 bedroom units- no more than 3 people; 2 bedroom units- no more than 4 people. Any change in family status must be reported to the Assistant Area Coordinator for Graduate and Student Family Housing within five (5) days of the occurrence. This includes, but is not limited to, divorce, separation, or any other situation creating ineligibility. An apartment may only be occupied by members of the student's immediate family: which includes, spouse, and/or legal dependents. Other relatives are not permitted to live with the family as regular residents. GSFH guests are permitted, but their stay must be limited to 5 days per contract period.

4. A spouse is eligible to reside in designated housing if the couple has a legal marriage certificate issued by the government where the marriage was performed.
5. If it is necessary to close a hall or vacate floors within halls, the residents affected will be notified and given special priority for alternate housing accommodations. The Department reserves the right to reassign students should issues or conditions warrant.

C. Room Change and Consolidation

1. If space is available after check-in, residents may be permitted to pay the single rate and live alone in a double room.
2. Shortly after the beginning of each semester, a time is set aside for room change. Changes in the room rate will be adjusted on the student's account.
3. Room changes after the official room change period may be permitted only in unusual circumstances. Residents participating in unauthorized moves will be required to return to their original room assignments.
4. Sole occupants of double rooms after room change who do not wish to declare their rooms single and pay the difference in rent, if given the opportunity, will be required to consolidate. Consolidation assignments will be made by the Department of Residence Life and Dining Services. Residents who are required to move to a new room will be notified in writing. Failure to adhere to the consolidation assignment may result in being billed for a single room.
5. Residents of Graduate and Student Family Housing may request to move from one apartment to another. Requests must be submitted in writing to the Residence Life Supervisor in the Department of Residence Life and Dining Services. Transfers are at the discretion of the Department. Upon transfer, the student must pay the difference in rent prior to completing the move. When permission has been granted, the resident should see the Assistant Area Coordinator for Graduate and Student Family Housing for additional check-in information. The resident will be liable for rent at both apartments as long as the resident has possession of keys to both apartments.

D. Checking In and Checking Out

1. Residents check-in and vacate their housing accommodations according to directions issued by the Department of Residence Life and Dining Services. At check-in, each resident is issued a key and an inventory sheet. It is the resident's responsibility to conscientiously examine the contents of the accommodation. The condition of the facility, and the absence or presence of its furnishings should be noted on the inventory sheet. The signed inventory sheet is to be returned on the day of check-in. The resident should consider the completion and return of the inventory sheet as a protective measure. No resident will be held responsible for conditions, damages, or shortages which existed prior to the time (s)he assumed occupancy, provided these items are noted on the inventory sheet at the time of check-in. Failure to return the completed form as indicated above may result in a resident being charged for room deficiencies which occurred prior to check in.

2. After a student accepts an assignment at a Graduate and Student Family Housing designated unit, a packet of information will be prepared for the student. A signed contract will be given to the office at Graduate and Student Family Housing upon picking up the key on the date of check in. The student is required to have utilities for the unit in their name at Memphis Light Gas and Water at the time of check in. A receipt for the utilities and proof of marriage must be presented to the Assistant Area Coordinator before keys will be issued.
3. Failure to complete the check-out procedure will result in an improper check-out charge. Failure to personally surrender your room key to the appropriate staff member at the time of check out may result in an additional charge for rekeying the room. Residents will also be charged a reasonable cleaning fee when rooms are left excessively dirty after check-out. Residents of buildings with an extended contract who fail to check out at the end of their contract period will be charged a portion of rent for the next semester.
4. It is the resident's responsibility to remove all personal belongings at the end of a contract period. The University does not provide any type of storage facilities. Items remaining in an assignment at the end of a contract period, or after a contract has been terminated for any reason are considered to be trash or garbage. Reasonable charges will be assessed for excessive trash removal.

E. Contract Period and Conditions

1. Academic Year contracts are for the full academic year (fall and spring semesters.) Residents are responsible for rent for both semesters unless they are graduating or are not returning to the University for the spring semester as a student.
2. Fall Semester: from the official opening day and hour of the residence halls through twenty-four (24) hours following the resident's final examination, or if applicable; the time posted on the day of commencement exercises, or according to the terms of an extended contract.
3. Spring Semester: from the official opening day and hour of the residence halls through twenty-four (24) hours following the resident's final examination, or if applicable; the time posted on the day of commencement exercises, or according to the terms of an extended contract. All residence halls will be closed during the week designated by the University as Spring Break, with the exception of those buildings that have an extended contract.
4. Summer Session: from the official opening day and hour of the residence halls for the specific summer term(s) for which housing is requested and extended through twenty-four (24) hours following the resident's final examination, or if applicable, the time posted on the day of commencement exercises, or according to the terms of an extended contract.
5. Extended Contract: from the official opening day and hour or check in through the official closing date designated by the Department of Residence Life and Dining Services following the resident's final examination for the spring semester. The housing accommodations will remain open during the times designated as Semester Break (between the fall and spring semesters) and Spring Break. Residents canceling the spring portion of their contract are

required to vacate at the end of the designated fall contract period. Failure to do so will result in a Spring semester housing charge.

6. A separate contract will be made for residents of Graduate and Student Family Housing for the summer session. Spring residents wishing to remain in Graduate and Student Family Housing for the summer are not required to be enrolled for summer classes provided they have registered for fall classes.
7. Graduate and Student Family Housing units are unfurnished and the resident is responsible for arranging the transfer of utilities and maintaining utilities.

F. Cancellation

1. Assigned students for the fall semester canceling after June 1 will be responsible for a fall cancellation penalty. New spring applicants who cancel after December 1 will be responsible for a spring cancellation penalty. Assigned students for the first summer session who cancel after May 15 and assigned students for the second summer session who cancel after June 15, will be responsible for a summer cancellation penalty (amount is approved and published).
2. Students, who cancel the spring portion of their academic year contract, after residing in the residence halls for any portion of the fall semester, are subject to a contract breakage penalty. This fee does not apply to students who are not enrolling or for the spring or who are graduating who; notify the Residence Life and Dining Services office in writing, and remove their items within 24 hours of their last exam. It is the student's responsibility to notify the Department of Residence Life and Dining Services in writing that they are not enrolled during the spring semester, requesting a refund.
3. Residents who occupy a space past the last day of the semester are responsible for a portion of the next semester's rent.
4. Applicants who cancel and have not been assigned will not be responsible for cancellation penalties.
5. All cancellations must be made in writing and submitted to the Department of Residence Life and Dining Services, 011 Richardson Towers, Memphis, TN 38152 or by email to reslife@memphis.edu.
5. New applicants accepting assignments to a Graduate and Student Family Housing designated space, canceling prior to check in will be responsible for a cancellation penalty.

G. Rent

1. Rental payments are due in full prior to check-in. Students who are unable to pay rent in full may request an installment plan through the Bursar's Office website. Residents who owe a balance for rent after check in will be placed on an installment plan at an additional fee. Rent may be paid at the Bursar's Office, The University of Memphis, P. O. Box 1000, Dept. 313, Memphis, TN 38152 or on the Bursar's Office website. Checks and money orders must be made payable to The University of Memphis.

2. The listing of a rental rate for housing is not binding as a contractual term. The rental rate to be collected is that which is designated by the Tennessee Board of Regents. Fees are subject to change without notice.
3. Refunds of residence hall rent after check in will be prorated on a weekly calendar basis when the student is forced to withdraw from the residence halls, (1) because of personal medical reasons confirmed in writing by a licensed physician, or (2) at the request of the institution for other than disciplinary reasons. Full refund will be made in case of death. Students withdrawing from the University are required to cancel and vacate the residence halls with 24 hours of withdrawal. Seventy-five (75) percent of rent will be refunded if the resident cancels and checks out within fourteen (14) calendar days of the first day of classes. Twenty-five (25) percent of rent will be refunded to residents canceling and checking out after the expiration of the 75% refund period and prior to the expiration of one fourth of the semester. No refund will be made to a student dismissed or suspended for disciplinary reasons. Appropriate cancellation penalties will still apply and will be deducted from any refunds.

H Meal Plans

1. Meal plans may be purchased with housing for students who reside on campus.
2. Meal plans are optional except where noted by the Department on our website and in publications.
3. Students may cancel meal plans without penalty (except where mandatory), until they check into the residence halls.
4. Students may change meal plan options until the end of the first week of class.
5. Students canceling meal plans after checking into their residence hall are obligated to pay cancellation penalties per the Bursars published cancellation schedule.
6. Meal plans are not transferrable.
7. Students who violate University or Student Housing Rules in food service locations are subject to disciplinary action as outlined in section IV of this Guide.

III Policies and Conduct – Students must comply with all University of Memphis published rules including the Code of Student Conduct. Residents must also comply with all federal, state and local laws in addition to the following housing policies:

1. Storage, possession or detonation of firearms (including pellet, BB, and air guns), weapons, ammunition, or explosives of any kind are prohibited.
2. Heat-producing cooking appliances in the residence halls other than a microwave and coffee maker (with an enclosed heating element) are not permitted.
3. Smoking is not permitted in University owned housing.
4. Possessing or using any device which produces an open flame or noxious odor is prohibited. These include, but are not limited to, candles, incense, or potpourri.
5. The use of halogen lamps or heat-producing devices in your room is not permitted.

6. On occasion the University may become aware of consumer products that have been recalled for safety reasons, and the University may notify students that their continued use is not permitted.
7. Using or tampering with any door equipped with an alarm or the use of any emergency exit at any time other than an emergency is not permitted.
8. Students are required to evacuate the residence hall immediately, when a fire alarm has sounded.
9. Tampering with any safety device is not permitted. Safety devices include, but are not limited to locks, fire alarms and detectors, fire extinguishers.
10. Students are expected to follow the instructions of staff during inclement weather or when other campus emergencies occur.
11. Students are expected to comply with the directions of staff members, who in the course of their duties, request that a student comply with regulations or instructions.
12. Outdoor grills are not permitted in, on, or around, the property with the exception of designated areas at the Park Avenue Campus.
13. All roof and ledge areas are prohibited for use.

a) Room Conditions

1. Pets are not permitted, with the exception of fish which can be contained in an aquarium of no greater than twenty gallons. One aquarium per student is permitted and may not be left in the halls during semester breaks.
2. Possession or use of an air conditioner or ceiling fan is prohibited.
3. Dropping, throwing objects from windows, or hanging objects in or from windows, is not permitted. Signs in windows are not permitted. The removal of window screens is not permitted.
4. Installing radio, television or other telecommunications equipment outside of a student room or apartment are not permitted.
5. Residents are expected to respect the privacy of their roommate and guests, to include but not limited to image recording without their knowledge.
6. Property damage to any resident hall facility, equipment or furnishings is expressly prohibited. The University may share charges amongst individual students for damages in common areas of residence halls and apartments in which the students reside.
7. Subletting your room is prohibited.
8. The use of residence hall space and individual rooms for business purposes is prohibited.
9. Water furniture, weight lifting equipment, and vehicles with internal combustion engines are not permitted.
10. Bicycles may be stored in racks outside of the buildings. They may not be stored or chained in stairwells, access ways or public areas. They may not be attached to any area other than designated bicycle racks. Bicycles removed from prohibited areas, or that

appear to be abandon, will be held by the Department for 15 calendar days and disposed of.

11. Furnishings or other possessions which would require the displacement or removal of University property cannot be permitted. Storage is not available for these or other personal items by the Department.
12. Public area furnishings or equipment removed or taken to a resident's room, or other location, constitutes theft of University property.
13. Residents are responsible for any room damage, or damaged/missing equipment or furnishings.
14. Residents shall not use any device which shall leave a permanent mark when attaching objects to the wall or ceilings. Examples include but are not limited to nails, screws, staples, thumb tacks, double sided tape, etc.).
15. Students are required to maintain possession of their keys and may not give them to any other person. Lost keys must be reported immediately and appropriate charges will be assessed.
16. Residents are expected to maintain their rooms/apartments in a manner that does not create pest control, odor, sanitation, or health concerns for roommates, hall mates or adjacent apartments. Residence Life and Dining Services will inspect rooms/apartments on a regular basis. Students who fail to properly maintain their living quarters are responsible for all costs associated with the corrective actions including but not limited to pest control, custodial services and contract cancellation. Students are responsible for contacting the department if there are pest control problems to ensure they are addressed.
17. Residents are expected to report any problems with bedbugs to staff immediately. Residents must comply with a bed bug protocol; students found non-compliant will be charged for the pest control costs and may be removed from University housing.
18. Students are not permitted to paint or wallpaper their assigned spaces.
19. Storage is unavailable for resident's personal belongings between contract periods.
20. The University has no responsibility for the theft, destruction, or loss of monies, valuables or other personal properties belonging to, or being in a student's room or apartment unit.
21. Students utilize the services of ResNet at their own risk and the University assumes no responsibility for the theft, damage, or operation of computer hardware or software.

b) Visitation/Guests

1. The permitting of guests is a privilege. Residents are responsible for the behavior and actions of their guests at all times. Guests must comply with all University and Residence Life and Dining Services policies.
2. Residents will accompany their guests to and from check-in points. Unaccompanied guests and unauthorized persons are permitted only in public unsecured areas of the residence halls. The Department may regulate the hours that those

individuals/residents are permitted in those areas by posting this information at the front desk of each facility.

3. A desk sign-in and sign-out procedure is required in all halls with the exception of Carpenter Complex and Park Ave. Apartments/GSFH. Residents will use their hall or area lobby desks as check-in points for themselves and their guests. Unauthorized guests may result in a charge of rent assessed to the resident's account equal to the stay of the guest.
4. Visitation hours for guests to the residence hall start at Noon and end at Midnight during the week (Sunday through Thursday) and 2:00 AM on Fridays and Saturdays. The Department may modify those hours by posting the hours at the desk and notifying the residents.
5. A maximum of five guests per room or apartment/townhouse are permitted at any one time.
6. The Department may check a room for compliance of University policies at any time.
7. Residents may have an overnight guest of the same sex for a maximum of three nights per semester. The roommate must agree to host the guest and the guest must be registered in advance with the appropriate Assistant Area Coordinator.
8. Laundry is for the use of residents only. The use of the laundry areas by non-residents constitutes a theft of services.

c) Personal Conduct

1. Gambling is not permitted in any residence facility.
2. Theft of property or services is not permitted.
3. Alcohol or other drugs are not permitted. This includes alcohol or other drug paraphernalia, including empty containers.
4. Disturbing other residents is not permitted. Quiet hours are maintained between 10 PM and 10 AM. Residents are expected to be courteous and respectful regarding the noise they create 24 hours a day.
5. Residents assigned to Study/Quiet floors or areas must abide by 24 hour quiet hours.
6. The Department may extend quiet hours during exams or other times deemed necessary.
7. Rowdy, boisterous, offensive, obscene or disorderly behavior is not permitted. This includes any behavior considered to be aggressive or threatening to others.
8. Violence or threats of violence are not permitted.
9. Creating an environment intended to cause a roommate to move out is not permitted and is subject to restitution/cancellation.
10. The use of sound producing equipment at volumes that disturb other residents at any time of the day is not permitted. The use of sound equipment that is audible outside of a resident's room may result in confiscation by staff until it can be removed from University property.

d) Special Provisions for GSFH/Park Ave. Apartments. Residents are expected to comply with all policies in this Guide including the following special provisions:

1. In addition to guests, residents are responsible for the actions of family members who are listed as living in the apartment. Parents are expected to supervise their children and are responsible for their actions.
2. Park Avenue designated apartments at GSFH are shared by two students and are intended to operate as such.
3. The pool is available for the use of residents only. Additional pool policies and times are posted at the pool and in the office. There is no life guard on duty and all risks are assumed by the resident/swimmer. Dependent children living at GSFH are not permitted to use the pool without the supervision of their parents. No one may swim alone and all swim at their own risk. No food or glass of any kind is permitted in the pool area.
4. Storage of boats, trailers, and other vehicles are not permitted at GSFH/Park Ave. Apartments. No auto repair other than that of an emergency may be performed and all vehicles must be operable and licensed. Non operable/licensed vehicles will be towed.
5. The use of the playground and equipment is permitted with the appropriate supervision of parents or guardians. Children should only use equipment appropriate for their age group. Rough-house games and activities are not permitted. The University is not responsible for accidents or injury.
6. Many phase one apartments have an enclosed patio. It is the residents responsibility to care and maintain this area. This includes keeping weeds away from the air conditioner. Equipment is available for sign out in the GSFH office. Students who fail to maintain their patio will be charged for having the University service the location.
7. Residents who fail to maintain light, gas and water services in GSFH designated units will be removed from housing.

e) Miscellaneous

1. Solicitation – by any group is not permitted in the residence halls without the permission of the Director of Residence Life and Dining Services or her/his designee.
2. Bulletin Boards - are for the exclusive use of staff employed by the Department of Residence Life and Dining Services.
3. Email – is an official form of communication from/to the Department of Residence Life and Dining Services. Residents are responsible for checking with their Memphis.edu email address.
4. Floor/Building Meetings – staff members may at time call meetings to review policies or discuss procedures with the residents. If residents are unable to attend, they are obligated to attain the information that they missed and are required to comply with directions given by staff at those meetings.

5. Trash – it is the resident’s responsibility to remove trash from their room/apartment/building and place in a dumpster located outside their residence area. Students will be charged appropriate costs for failing to properly remove trash.
6. Inspections - The University reserves the right to enter rooms with little or no notice for facilities inspections and repairs. This includes for health, safety, and pest-control purposes.

IV Contract Enforcement and Process – Upon determination that a violation of the resident contract has occurred, including the policies listed in this Guide to University Living, the contract is considered to be in breach.

a) Search and Seizure

1. The University reserves the right to enter and/or search any residence hall or apartment room or space. Searches will be authorized by the Director of Residence Life and Dining Services or his/her designee. Searches may also be authorized by the Dean of Students or her/his designee. Searches will be conducted by appropriate University staff members and will seize items not permitted in the residence (weapons etc.). Searches may be authorized anytime there is reasonable cause to believe that there is a health or safety concern. The University also has the right to contact the University or City of Memphis police who may elect to request a search warrant.
2. The University assumes no responsibility for the theft, destruction, or loss of confiscated property.

b) Due Process

1. The Director of Residence Life and Dining Services will designate staff who are charged with investigating and determining sanctions for violations of contracts.
2. Residents who are determined to have violated a contract will receive notice in writing, and this notice will also outline what corrective measures need to occur and will also outline the sanctions.
3. Residents whose violation may result in the cancellation of their contract and removal from housing, have the following process rights:
 - a. The student shall be advised if the time and place of the hearing.
 - b. The student shall be advised of the breach of contract regulation of which she/he is charged.
 - c. The student shall be advised of the right to present their case, the right to be accompanied by an advisor, the right to call witnesses on their behalf, and the right to confront witnesses.
4. Residents have the right to one appeal. Appeals should be submitted in writing and the individual who will hear the appeal will be noted in the sanction letter.

a) Sanctions

1. Warning – The resident may receive written notice of the violation and that a continuation of problem conduct may be cause for additional sanctions.
2. Educational Sanction – The resident may be instructed to perform a task or project to learn from the contract violation or restore the community.
3. Reassignment - The resident may be reassigned to another residence hall.
4. Restitution – The resident may be required to reimburse the University for actual cost of repair/replacement. The resident/student may also be required to reimburse the University for theft of services, including but not limited to allowing a non-resident to reside in University housing.
5. Residence Hall Probation – A resident placed on Residence Hall Probation is being notified that any additional contract violations will likely result in Residence Hall Suspension and Forfeiture.
6. Residence Hall Suspension and Forfeiture - A resident suspended from the residence halls may not reside, visit or make any use whatsoever of a residence hall facility. The Department will notify the student that they must vacate in no less than 48 hours.
7. When a student has been suspended from the residence halls, they will not receive a refund of any rent, will continue to owe any unpaid rent for the remainder of the semester and must pay any approved contract cancellation penalties. Examples of reasons why a contract would be cancelled include but are not limited to: Drug or drug paraphernalia violations, more than one alcohol violation, significant disruptions or disorderly conduct, threats/violence, failure to comply with the directions of staff, tampering with fire/safety equipment and theft.
8. Meal Plan Forfeiture – Students who violate policies in the dining areas and/or are involved in acts of theft are subject to sanctions up to the cancellation of a meal plan. No refunds are given when meal plans are cancelled for disciplinary reasons.



TENNESSEE BOARD OF REGENTS

MEETING:	Quarterly Board Meeting
SUBJECT:	Proposed Program Terminations, Modifications, and New Technical Program Implementations
DATE:	December 11, 2014
PRESENTER:	Vice Chancellor James D. King
ACTION REQUIRED:	Voice Vote
STAFF'S RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

Program Proposals Requiring Board Approval:

Seven (7) program proposals are being presented for the Board's review and approval. These proposals will allow the Tennessee Colleges of Applied Technology to be more responsive to the needs of students, businesses, and industries. The proposals are:

- Implementation of a Road Building Equipment Service Technician Program by the TCAT -Chattanooga (See Implementation Proposal #1)
- Implementation of an Advanced Manufacturing Program by TCAT-Hartsville (See Implementation Proposal #2)
- Implementation of a Medical Assistant Program by TCAT-Nashville (See Implementation Proposal #3)
- Implementation of a Pharmacy Technician Program by TCAT-Pulaski (See Implementation Proposal #4)
- Implementation of a Diesel Power Equipment Technology Program by TCAT-Harriman, Lenoir City Service Center (See Implementation Proposal #5)
- Implementation of a Welding Technology Program by TCAT-Harriman, Lenoir City Service Center (See Implementation Proposal #6)
- Implementation of a Statewide Production Technician Program at all TCAT campuses. (See Implementation Proposal #7)
- Modification of the Industrial Maintenance Program by TCAT-Chattanooga by changing the program to a Hybrid format (See Modification Proposal #1)

Academic Proposals Requiring Only Notification to Vice Chancellor:

Six (6) academic actions were submitted by a TCAT institution to the Vice Chancellor for approval based on section C of the TBR Policy: 2:01:02:00, requiring only notification to the Vice Chancellor. Appropriate documentation to support need was provided. The proposals are as follows:

TCAT	Summary of Proposal	New Costs/Funding Source	Approval/ Implementation Date
Covington	Add Automated Industrial Production elective to Industrial Maintenance Technology Program as an elective. Program length will remain the same at 1728 clock hours.	None	January 2015
Dickson	Revise exit points for Welding: Welder Helper Certificate 90 hours Tack Welder Certificate 432 hours	None	September 2014
Hartsville	Relocate the Practical Nursing program from Westmoreland Instructional Service Center to the Wilson County site.	None	January 2015
Harriman	Offer a dual enrollment Diesel Powered Equipment program with Loudon County High School Students.	None	January 2015
Harriman	Offer a dual enrollment Welding Technology Program with Loudon County High School Students	None	January 2015
Shelbyville	Inactivate the Truck Driving Program due to low enrollment.	None	January 2015

PROGRAM IMPLEMENTATION PROPOSAL – 1

INSTITUTION: Tennessee College of Applied Technology – Chattanooga

PROPOSAL: To establish a Road Building Equipment Service Technician Program. The program will be 2190 clock hours in length.

EFFECTIVE DATE: August 2015

OBJECTIVE: Upon successful completion of the Road Building Equipment Service Technician program coursework, candidates will possess the knowledge, skills, and abilities required to be employed as a high level, multi-skilled troubleshooter and maintenance technician for the various pieces of road building equipment.

NEED: There is a great demand for career professionals who have the high level technical education, skills and expertise required to service and maintain this expensive equipment. Industry employers depend on them. A recent survey of the membership of Associated Equipment Distributors indicates an immediate nationwide need for over 4,000 construction equipment technicians. The U.S. Department of Labor supports this urgent need, with estimated average annual job openings for mobile heavy equipment technicians at nearly 4,000 per year through the year 2020.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	8-10	8
	2	10-12	10
	3	10-12	12

NEW FACULTY NEEDED: None

PROJECTED COSTS:	Salary & Benefits:	\$26,750
	Supplies:	\$1750
	Equipment Cost:	\$0
	TOTAL:	\$28,500

FACILITIES: No new facilities will be needed.

ACTION REQUIRED: Staff recommends approval.

PROGRAM IMPLEMENTATION PROPOSAL – 2

INSTITUTION:	Tennessee College of Applied Technology- Hartsville		
PROPOSAL:	The Tennessee College of Applied Technology- Hartsville proposes to implement an Advanced Manufacturing training program in Wilson County with two diploma options: Robotics & Automation Diploma or Electricians Diploma. The program will be 2160 hours in length.		
EFFECTIVE DATE:	May 2015		
OBJECTIVE:	Increase the number of available skilled workers for existing and emerging manufacturing jobs, and knowledge in manufacturing technologies and processes. Help improve the productivity of the regions manufacturing industry, increase manufacturer's global competitive advantage, and provide manufacturing related technical assistance to local business and industry. Upon completion of this program, graduates will have the skills needed for existing and emerging manufacturing job in our service area.		
NEED:	<p>The State has created an ideal climate for Advanced Manufacturing location and expansion. More than 316,000 workers were employed in the manufacturing sector in the state at the end of 2012, including 196,000 in durable goods. With the influx of major companies such as Berretta, Advanced Manufacturing jobs are growing.</p> <p>Advanced Manufacturing offers some of the highest paying and most satisfying career opportunities available today, such as manufacturing operators, maintenance technicians, quality control specialists, scientists, process control engineers, pharmaceutical professionals, and many more. Growth for this area is strong.</p>		
PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	20	18
	2	25	22
	3	30	26
PROJECTED COSTS:	Equipment Cost:	\$325,000	
	Supplies:	\$8000	
	<u>Estimated Salary/Benefits:</u>	<u>\$70,606</u>	
	Total Cost:	\$405,000	
	*Funding is contingent upon Governor's grant		

NEW FACULTY NEEDED:	One full time instructor will be hired.
FACILITIES:	No new facilities needed.
ACTION REQUIRED:	Staff recommends approval.

PROGRAM IMPLEMENTATION PROPOSAL – 3

INSTITUTION: Tennessee College of Applied College – Nashville

PROPOSAL: The Tennessee College of Applied Technology - Nashville proposes to implement a Medical Assistant Program. The program length will be 1296 clock hours in length, and will be awarded a Medical Assistant Diploma.

EFFECTIVE DATE: January 2015

OBJECTIVE: To offer Medical Assistant training to individuals in the Tennessee College of Applied Technology Nashville service delivery area. Once the student successfully completes the 12 month training program, the student is enabled to sit for the national certification exam. If the student successfully passes the exam, the title Certified Medical Assistant (CMA) is awarded. Only students who graduate from an accredited Medical Assistant program are allowed to sit for this exam.

NEED: According to the Bureau of Labor and Statistics, employment of Medical Assistants is projected to increase twenty-nine percent nationally through the year 2022. Due to the growth of an aging U.S. population an ever increasing number of health care facilities need support workers, especially Medical Assistants, to do both clinical and administrative duties.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	15	13
2	15	13
3	15	13

PROJECTED COSTS:

Salary:	\$40,000
Operating/Supplies:	\$5,000
<u>Equipment:</u>	<u>\$20,000</u>
Total Cost:	\$65,000

NEW FACULTY NEEDED: No new faculty associated with this program.

FACILITIES: No new facilities will be needed.

ACTION REQUIRED: Staff recommends approval.

PROGRAM IMPLEMENTATION PROPOSAL – 4

INSTITUTION:	Tennessee College of Applied College - Pulaski		
PROPOSAL:	The Tennessee College of Applied Technology-Pulaski proposes to establish a Pharmacy Technician Program. The program will be 1296 clock hours in length and award a Pharmacy Technician Diploma.		
EFFECTIVE DATE:	September 2015		
OBJECTIVE:	The Pharmacy Technician Program will prepare students to work as a Pharmacy Technician in wholesale or retail pharmacies, home health care, and long term care facilities or in the hospital setting. This program is designed to provide learning experiences and basic competencies that graduates will need for employment. Students will learn to become skilled in medications, prescription preparation, reconstitution and IV preparation. Clinical training is provided in various work environments. Upon completion of training, students will be prepared to take the Pharmacy Technician Certification Examination.		
NEED:	A survey of pharmacies in the service delivery area of TCAT-Pulaski indicated a need for well-trained, certified pharmacy technicians. Of the pharmacies responding to the survey, 94% employ pharmacy technicians. Overall there is strong support for a pharmacy technician program at the TCAT-Pulaski campus with 79% of respondents in favor of a 12 month pharmacy technician program that graduates Certified Pharmacy Technicians. Also 73% of the pharmacies they would give hiring preference to graduates of such a program.		
PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	17	15
	2	18	16
	3	20	18
PROJECTED COSTS:	Salary and Benefits:	\$71,000	
	Operating Expense:	\$5,000	
	<u>Equipment:</u>	<u>\$20,000</u>	
	Total Cost	\$96,000	
NEW FACULTY NEEDED:	One full-time faculty member will be needed.		

FACILITIES:

Program will be located in a classroom and lab on the main campus in Pulaski

ACTION REQUIRED:

Staff recommends approval.

PROGRAM IMPLEMENTATION PROPOSAL – 5

INSTITUTION: Tennessee College of Applied College - Harriman

PROPOSAL: The Tennessee College of Applied Technology-Harriman proposes to establish a Diesel Powered Equipment Technology Program (DPET) at the Instructional Service Center in Lenoir City. Program will be 2190 clock hours.

EFFECTIVE DATE: January 2015

OBJECTIVE: Prepare students to meet industry needs.

NEED: According to LWIA4, careers in this field have a high outlook statewide. Diesel Engine Specialist has a 9.6% growth through 2020 with 520 projected job change between now and 2020.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	12	0
2	20	20
3	20	10

PROJECTED COSTS:

Salary and Benefits:	\$71,228
Operating Expense:	\$7,500
Equipment:	<u>\$100,000</u>
Total Cost	\$172,728

NEW FACULTY NEEDED: One full-time faculty member will be needed.

FACILITIES: Program will be located at an Instructional Service Center in Lenoir City.

ACTION REQUIRED: Staff recommends approval.

PROGRAM IMPLEMENTATION PROPOSAL – 6

INSTITUTION:	Tennessee College of Applied College – Harriman		
PROPOSAL:	The Tennessee College of Applied Technology-Harriman proposes to establish a Welding Technology Program at an Instructional Service Center in Lenoir City. Program will be 1296 clock hours.		
EFFECTIVE DATE:	January 2015		
OBJECTIVE:	The program will meet industry needs for Welding Technicians with technologies and advanced certifications in specialty welding areas.		
NEED:	According to LWIA4, careers in this field have a high outlook statewide. Welding has a 9.7% growth from now until 2020 with projected job change of 750 through 2020.		
PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	12	12
	2	20	20
	3	20	20
PROJECTED COSTS:	Salary and Benefits:		\$71,228
	Operating Expense:		\$5,500
	<u>Equipment:</u>		<u>\$165,000</u>
	Total Cost		\$241,828
NEW FACULTY NEEDED:	One full-time faculty member will be needed.		
FACILITIES:	Program will be located at an Instructional Service Center in Lenoir City.		
ACTION REQUIRED:	Staff recommends approval.		

PROGRAM IMPLEMENTATION PROPOSAL – 7

INSTITUTION:	Tennessee Colleges of Applied Technology- Statewide		
PROPOSAL:	To establish a Production Technician Program at all TCAT campuses to be used as a dual enrollment program, special industry program, in combination to another manufacturing offering, or as a standalone program. The program will be 160 clock hours in length as determined by the campus's implementation.		
EFFECTIVE DATE:	January 2014		
OBJECTIVE:	The primary purpose of the program is to train students for obtaining their Certified Production Technician credential. This credential is nationally recognized by the Manufacturing Skills Standards Council. This program will recognize individuals who demonstrated the mastery of core competencies of manufacturing production and material handling.		
NEED:	According to statistical information available in the Occupational <u>Outlook Handbook</u> , job prospects for the job category "Assemblers and Fabricators" are expected to grow over the next eight years. Employment is expected to increase by 4 percent through 2022. From the Handbook: "Qualified applicants, including those with technical vocational training and certification, should have the best job opportunities in the manufacturing sector, particularly in growing, high-technology industries". Statewide, manufacturing plants have expressed a need for a more highly trained pool of labor from which to draw their future workforce.		
PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	100	85
	2	150	100
	3	200	250
PROJECTED COSTS:	Depending on the format, institutions will use an existing instructor or hire one new part-time or full time instructor. The salary will be paid by institutional funds.		
FACILITIES:	No new facilities will be required.		
ACTION REQUIRED:	Staff recommends approval.		

PROGRAM MODIFICATION PROPOSAL – 1

INSTUTION: Tennessee College of Applied Technology- Chattanooga

PROPOSAL: To modify the TCAT Chattanooga Industrial Maintenance Program changing to a hybrid program format. The program will be 1296 clock hours in length. The curriculum will not change.

EFFECTIVE DATE: January 2015

OBJECTIVE: Converting to a hybrid format provides an opportunity for students to assimilate curriculum with four days of in-class hands-on and one day of out of class online instructional training.

IMPACT OF CHANGE: FISCAL – None

PERSONNEL – None

CLIENTELE – None

SPACE – None

EQUIPMENT – None

ACTION REQUIRED: Staff recommends approval.



TENNESSEE BOARD OF REGENTS

MEETING: December Quarterly Board Meeting

SUBJECT: Adoption of Policy Implementing T.C.A. Title 40,
Chapter 7, Part 10, Public Higher Education Funding
Requests

DATE: December 11, 2014

PRESENTER: General Counsel Mary G. Moody

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

During the 2014 Session, the Tennessee General Assembly enacted Public Chapter 538, which is now codified at T.C.A. Title 49, Chapter 7, Part 10, Public Higher Education Funding Requests. The purpose of the act is "to protect and maintain the integrity of current prioritization and strategic planning processes established to best use limited state funds for public higher education toward greatest need and opportunity and to ensure prudent fiscal policy." T.C.A. § 49-7-101. The Act prohibits employees of the TBR and UT systems from advancing state legislative funding requests without the knowledge of the chancellor or president and requires both the Board of Regents and the UT Board of Trustees to adopt policies and procedures that ensure all legislative requests for state funding for higher education have been through a prescribed process before coming before the General Assembly. The proposed policy is intended to fulfill the requirements of the Act. TBR staff recommends approval.

Policy Regarding Legislative Proposals

Purpose:

In accordance with 2014 Tenn. Public Acts, Chapter 538, the purpose of this policy is to protect and maintain the integrity of current prioritization and strategic planning processes established to best use limited state funds for public higher education toward greatest need and opportunity and to ensure prudent fiscal policy.

Policy:

- I. All legislative proposals or requests for state funding toward public higher education capital projects, maintenance, new academic programs, public service, research activities and engagement opportunities or operational support to be brought before the general assembly shall first be considered and acted upon through established processes and procedures to review such requests; provided, however, that if such consideration or action through established processes and procedures is not possible, then such legislative proposals or requests shall be made with the knowledge of the chancellor and the chief executive officer of the institution for which the proposal or request for state funding is made. The chancellor shall be accountable for ensuring that the established processes for considering and evaluating such requests are followed to the greatest extent possible.
- II. At no time shall an employee of a board of regents member institution, campus or unit advance state legislative funding requests without the knowledge of the chancellor of the respective system for which the request is made and the chief executive officer of the institution, campus or unit.
- III. In order to maximize the state's ability to strategically plan, execute and maintain the state's public higher education obligations, all legislative proposals or requests for state funding toward public higher education capital projects, maintenance, new academic programs, public service, research activities and engagement opportunities or operational support must be submitted to the TBR Office of Government Relations for consideration for inclusion in the system's proposals to the legislature. Each year, the Office of Government Relations will publish a schedule for making such submittals prior to the opening of the legislative session. Such legislative proposal or requests that arise after the opening of the legislative session shall be submitted to the Office of Government Relations prior to being presented to the general assembly.