



TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting
Friday, June 19, 2015 - 9:30 a.m. (CDT)
Agenda (Revised)

- I. Minutes
 - A. March 27, 2015 Regular Session Board Meeting
 - B. May 27, 2015 Special Called Session
- II. Report of Interim Action
- III. Report of the Committees
 - A. Report of the Academic Policies and Programs Committee Meeting on June 18, 2015
 - B. Report of the External Affairs Committee Meeting on June 18, 2015
 - C. Report of the Workforce Development Committee Meeting on June 18, 2015
 - D. Report of the Audit Committee Meeting on May 27, 2015
- IV. Report of the Regents Award for Excellence in Philanthropy
- V. Report of the Chancellor
- VI. Reports of Presidents and Directors
- VII. Unfinished Business
 - A. Proposed revisions to TBR Policy 3:02:00:01 and Chapter 0240-02-03 of the Rules and Regulations regarding Student Conduct & Disciplinary Sanctions
- VIII. New Business
 - A. Report of the Finance and Business Operations Committee Meeting on June 18, 2015, that Includes Approval of Tuition and Maintenance Fees and Approval of the Funding for Operations for the 2015 – 2016 Fiscal Year
 - B. Report of the Personnel and Compensation Committee Meeting on June 18, 2015, that Includes Faculty Promotional Increases and Approval of the System Compensation Plan Recommendations
 - C. Resolution of Appreciation for Regent Rebecca Reeves
 - D. Resolution of Appreciation for Regent Dottye Webb
 - E. Resolution of Appreciation for President Nate Essex
 - F. Resolution of Appreciation for President MaryLou Apple
 - G. Building Naming Request from Motlow State Community College
 - H. Building Naming Request from Jackson State Community College
 - I. Building Naming Request from Volunteer State Community College
 - J. Building Naming Request from Tennessee Tech University
 - K. Building Naming Request from Austin Peay State University
 - L. Notice of Proposed Changes to the Bylaws
 - M. Election of the Chairman and Vice Chairman for 2015-2016

**MINUTES
TENNESSEE BOARD OF REGENTS
REGULAR SESSION**

March 27, 2015

The Tennessee Board of Regents met in regular session on March 27, 2015, on the campus of Tennessee Tech University, Cookeville, Tennessee. Vice Chairman Emily Reynolds presided and called the meeting to order. In her opening remarks, Vice Chairman Reynolds thanked President Phil Oldham and his staff for hosting the quarterly meeting and also for inviting the members to participate in Tennessee Tech's Charter Day celebration, commemorating its 100th anniversary. She also thanked Governor Bill Haslam for his participation in the morning activities. Vice Chairman Reynolds recognized former Regent Steve Copeland and thanked him for his participation and support of TTU. Next, she recognized and introduced newly appointed members to the Board, Commissioner Candice McQueen and Dr. Russ Deaton. In the absence of General Counsel and Board Secretary Mary Moody, Sonja Mason was asked to call the roll. Constituting a quorum, the following members were present:

Ms. Emily Reynolds, Vice Chairman
Dr. Russ Deaton
Mr. Greg Duckett
Mr. Darrell Freeman
Mr. Tom Griscom
Commissioner Julius Johnson
Commissioner Candice McQueen
Dr. Barbara Prescott
Ms. Rebecca Reeves
Ms. Leigh Shockey
Mr. Parker Smith
Mr. Johnny Stites
Mr. Bob Thomas
Ms. Danni Varlan
Ms. Dottie Webb

Members not available to attend the meeting were Governor Bill Haslam and Regents Fran Marcum and Howard Roddy.

I. Award Presentation

The Tennessee Board of Regents recognized and paid tribute to Dr. Richard G. Rhoda for his years of service and dedication to higher education throughout his career. Dr. Rhoda retired from public service December 31, 2014. He dedicated his entire career to higher education in Tennessee. He joined the staff of the Tennessee Board of Regents as a graduate assistant in 1973. Over the next 12 years he assumed a progression of staff capacities, eventually becoming the executive assistant to the chancellor from 1980 to 1985. These were the formative years of TBR, which had been established in 1972. Dr. Rhoda contributed significantly to the development of initial systemwide

policies and information systems. He served as the Regents' chief public information officer. It was during this period that he participated in chronicling the early history of Tennessee's community colleges, and pursued his academic research interests in higher education and public policy issues. In 1985, he joined the administration of Tennessee State University. It was during this period at TSU when the settlement had been reached in the statewide higher education desegregation lawsuit. In 1990, he returned to the TBR staff as the Vice Chancellor for Administration. In 1993, upon the untimely death of the sitting chancellor, Otis L. Floyd, Jr., Dr. Rhoda was named acting chancellor. During this time of service at the Board office, he served as interim president to Nashville State and also Austin Peay State University. In 1995, he left public higher education to join the faculty of Vanderbilt University, but returned in 1997 to become the Senior Vice Chancellor for Academic Affairs and Strategic Planning at TBR. Later that year, he was called to head the Tennessee Higher Education Commission. The Commission now is recognized for its leadership in public policy and higher education policy analyses. In 2002-2003, Dr. Rhoda chaired the legislative taskforce that developed the new Tennessee Education Lottery Scholarship. The Commission was also instrumental in the design and implementation of the Complete College Tennessee Act of 2010. In 2008, he assumed additional responsibility as executive director of the Tennessee Student Assistance Corporation. The Tennessee Board of Regents has benefited greatly through the leadership of Dr. Rhoda. The System is grateful for his dedication and extremely thankful to have had his guidance through several major initiatives involving TBR and public higher education as a whole. At the conclusion of Chancellor Morgan's remarks, Vice Chancellor Wendy Thompson expressed her appreciation for Dr. Rhoda's involvement in the Maxine Smith Fellows program. Regent Duckett offered words of appreciation for Dr. Rhoda's contribution to improving higher education through his service. Then Vice Chairman Reynolds and Chancellor Morgan presented Dr. Rhoda with a plaque to honor his years of service and dedication. Dr. Rhoda addressed the Board and expressed his sincere appreciation for this recognition.

II. Minutes

Minutes of the December 11, 2014, regular session Board meeting and February 13, 2015, special called session were sent to all Board members for review prior to the quarterly Board meeting. Regent Griscom moved for the approval of the minutes. Regent Thomas provided a second to the motion. The motion passed.

III. REPORT OF INTERIM ACTION

Vice Chairman Reynolds called upon Chancellor Morgan who presented the Report of Interim Action, reflecting business transacted by the Office of the Chancellor since the previous meeting of the Board. Chancellor Morgan requested approval of the report. Regent Duckett moved to accept the report. Regent Smith provided a second to the motion. The motion passed. A copy of the Report is attached to the official copy of the Minutes as Appendix A.

IV. REPORT OF THE COMMITTEES

The Board then considered approval of the Minutes from the January 28, 2015, and February 19, 2015, minutes of the special called Finance and Business Operations Committee; the March 10, 2015, minutes of the Audit Committee that includes Approval of the Revisions to TBR Policy 4:01:05:00 – Internal Audit and TBR Policy 4:01:05:50 Preventing and Reporting Fraud, Waste and Abuse. Copies of the minutes were provided to all members. Regent Prescott moved for adoption of the minutes. A second was provided by Regent Thomas. The motion carried. A copy of the minutes from the special called meeting of the Finance and Business Operations are attached to the official copy of the Minutes as Appendix B. The Audit Committee minutes and background materials are attached to the official copy of the Minutes as Appendix C.

Regent Griscom asked to be recognized. He stated that as noted in the Audit Committee minutes, the Audit Committee reviewed the report of the audit conducted at Chattanooga State. During the course of the discussion of that audit it was pointed out that Dr. Catanzaro had requested that the Board of Regents award him President Emeritus status, with compensation, effective as of the date of his retirement, and that he had been told that any decision on his emeritus status has been deferred until a new permanent president was hired for the college. That search is underway. Following the committee's discussion of the request in open session, the consensus was that it was not advisable to defer consideration of the matter, and the members present did not feel that granting his request was in the best interest of the college.

Vice Chairman Reynolds asked if anyone had any objections to Request Griscom's request. There being no objections from the members, Vice Chairman Reynolds then asked Chancellor Morgan to advise Dr. Catanzaro that the Board declines to take up his request for president emeritus status.

V. REPORT OF THE REGENTS AWARD FOR EXCELLENCE IN PHILANTHROPY

Vice Chairman Reynolds called on Regent Varlan for the report on the Regents Award for Excellence in Philanthropy in the absence of Regent Marcum, Chair of the External Affairs Committee. Regent Varlan reported that the Regents Award for Excellence in Philanthropy had recently been given to Clayton Homes and the Clayton Family Foundation. Clayton Homes and Clayton Family Foundation were nominated by President Anthony Wise of Pellissippi State Community College. Their generous gifts of more than \$40 million to hundreds of charitable organizations will continue to bring positive change for generations to come. James L. Clayton is the founder of Clayton Homes and the Chairman of the Clayton Family Foundation. Contributions exceeding \$1 million have afforded new and exciting opportunities for PSCC students that will foster continued success. The Clayton Performing Arts Center was named in recognition of the family's commitment to the performing arts. Recognizing the importance of higher education in Blount County, the Claytons provided significant support in the opening of the Pellissippi State Blount County campus. The Claytons generosity has also included contributions to music scholarships, the All Steinway School Campaign, the Performing Arts Series, the Art and the Cultural Program funds, the Workforce Training Center, the Strawberry Plains Campus Fund, the Bagwell Center for Media and Art, the Student Emergency Loan Fund, and the Greatest Need

Fund. Pellissippi State Community College and Tennessee Board of Regents are indeed grateful to the Claytons for their outstanding support and resources within the community and East Tennessee region. President Wise provided additional words of appreciation for the Claytons' philanthropic gifts and support to the college.

VI. REPORT OF THE CHANCELLOR

Chancellor Morgan provided the members with an update on the Chattanooga State Community College, Southwest Tennessee Community College and Motlow State Community College presidential searches. Recommendations for these positions will be forthcoming.

Next, he reported that the Huron Consulting group will provide a report at the next special called meeting of the Finance and Business Operations Committee. Huron Consulting is conducting an efficiency study to help identify systemwide savings and they are ready to bring forth their recommendations on items concerning the community colleges.

Chancellor Morgan then called on Vice Chancellor Wendy Thompson who gave an update on the Completion Delivery Unit procedural methods of how the executive team is keeping on track with the strategic plan. The report included information about completion routines and regularly scheduled strategy stocktake meetings. This presentation led to a discussion among the members about meeting industry needs. Members indicated they would like to learn more about how this is accomplished. Next, Vice Chancellor Tristan Denley was asked to give a report on strategic planning indicator metrics and the use of those metrics toward student success.

VII. REPORTS OF PRESIDENTS AND DIRECTORS

The university presidents' report was presented by President Phil Oldham, Tennessee Tech University. Leading from the morning's centennial presentation, President Oldham provided the members with a brief report on the history of the six universities within TBR. East Tennessee State University and Middle Tennessee State University began in 1911. Tennessee State University and the University of Memphis opened in 1912. Tennessee Polytechnic Institute, now known as Tennessee Tech University, was founded in 1915. Austin Peay State University began in 1927. President Oldham stated that it is important to reflect on the traditions and events of the past so that we can see where higher education is going in the future. He concluded his report with a brief summary of partnerships TTU has entered into with ETSU, MTSU and U of M to help the success of its students.

Next, Director Dwight Murphy introduced Mr. Mike Krause, Executive Director of Governor Bill Haslam's Drive to 55 Initiative. Director Murphy reported that TCATs from all across the state of Tennessee would celebrate "Reconnect" the Saturday following the Board meeting, working to get adult students enrolled in the TCATs. Mr. Krause discussed the "Reconnect" phase of the Drive to 55 Initiative that addresses adult students.

President Wise gave the community college presidents' report. He provided members with an update on the status of the Tennessee Promise initiative. He stated that there were 56,000 students who entered into the TN Promise program and that 37,000 have completed the FAFSA form and ready for their second round of meetings. Tennessee has 61% completion rate for seniors with a growth of 18% from last year. President Wise informed members of the incentive grant proposals being done on the campuses.

At the conclusion of this report, Vice Chairman Reynolds thanked everyone for their informative and interesting reports.

VIII. UNFINISHED BUSINESS

There was no unfinished business to bring before the Board at this time.

IX. NEW BUSINESS – Consent Agenda

The following items were presented under the consent agenda:

1. Proposed Revisions to TBR Policy 2:01:01:00 – Approval of Academic Programs, Units and Modifications
2. Proposed Revisions to TBR Policy 4:01:05:60 – Identity Theft Prevention
3. Proposed Revisions to Policy 5:01:03:03 – Optional Retirement Programs
4. Proposed Revisions to TBR Policy 5:01:03:00 – Retirement
5. Proposed Revisions to TBR Policy 4:03:02:00 – Motor Vehicles
6. Proposed Revisions to TBR Policy 3:03:01:00 – Student Housing
7. Change in Criteria for the Otis L. Floyd Scholarship

Regent Griscom moved for approval of the consent agenda. Regent Duckett provided a second. A copy of the revisions to TBR Policy 2:01:01:00 – Approval of Academic Programs, Units, and Modifications is attached to the official copy of the Minutes as Appendix D. A copy of the revisions to TBR Policy 4:01:05:60 – Identity Theft Prevention is attached to the official copy of the Minutes as Appendix E. A copy of the revisions to TBR Policy 5:01:03:03 – Optional Retirement Programs is attached to the official copy of the Minutes as Appendix F. A copy of the revisions to TBR Policy 5:01:03:00 - Retirement is attached to the official copy of the Minutes as Appendix G. A copy of the revisions to TBR Policy 4:03:02:00 – Motor Vehicles is attached to the official copy of the Minutes as Appendix H. A copy of the revisions to TBR Policy 3:03:01:00 – Student Housing is attached to the official copy of the Minutes as Appendix I. A copy of the Change in Criteria for the Otis L. Floyd Scholarship is attached to the official copy of the Minutes as Appendix J.

IX. NEW BUSINESS – Informational Reporting

The following agenda items were presented for informational purposes only and required no action. The first agenda item under Informational Reporting was an overview of the Governor's

Budget Recommendations. Vice Chancellor Sims' written report gave an overview of the Governor's FY 2015-2016 higher education budget recommendations. As mentioned in the attached report, the Governor has recommended additional total funding of \$34.6 million for the TBR. Of this amount, \$32.8 million is recurring in nature and \$1.9 million is non-recurring. Additionally, the Governor recommended \$89.8 million in capital funding as outlined in the attached report. Materials presented in this report are attached to the official copy of the Minutes as Appendix K.

Next, Vice Chancellor Gregory gave an update on legislation affecting higher education. Proposed legislation included in his report is shown below:

- SB 118/HB 107 (Norris/McCormick) TN Promise Revisions
- SB 605/HB 646 (Norris/McCormick) Community College Reconnect Grant
- SB 51/HB 801 (Green/Pitts) Come Back to Your Future
- SB 612/HB 675 (Gardenhire/White,M.) Out-of-State Tuition
- SR 14 (Tate) University of Memphis Chair of Excellence Chair Change
- SB 333/HB 676 (Norris/White,M.) University of Memphis 30 Mile Radius
- SB 70/HB 1158 (Kelsey/Matheny) Firearm Legislation
- SB 1058/HB 994 (Green/Todd) Firearm Legislation
- SB 61/HB 60 (Green/Sparks) Textbooks
- SB 607/HB 648 (Norris/McCormick) Employee Insurance and Benefits
- SB 1276/HB 1158 (Yager/Ramsey) Job Performance Evaluations
- SB 299/HB 127 (Gresham/Brooks) State Authorization Reciprocity Agreement (SARA)
- SB 1345/HB 243 (McNally/Powers) Requires Public Postsecondary Institutions to be Closed on November 11th for Veterans

This report was for information purposes only and no action was required.

Vice Chairman Reynolds then called on Vice Chancellor Denley for a report on Academic Affairs initiatives. Vice Chancellor Denley provided members a report on a pilot conducted across the system over the last year to examine the effectiveness of restructuring remediation in reading, writing and mathematics for incoming students. His report included latest data concerning this co-requisite remediation approach and future system implementation plans.

IX. NEW BUSINESS – Action Items

Vice Chairman Reynolds asked the members to address number four on the agenda before proceeding with the remainder of the items under New Business Action Items to ensure a quorum. She called on Regent Duckett for the report of the March 10, 2015 special called meeting of the Finance and Business Operations Committee which included disclosure amendments to the 2015-2016 capital budget request, a recommendation on mandatory and incidental fee requests, which would become effective Fall 2015, and out-of-state tuition requests. Regent Duckett further notified members that subsequent to the March 10th special called meeting Middle Tennessee

State University asked to withdraw their request to adopt the Recruitment Focus Area Tuition Plan. Their request is based on a desire to provide adequate time to develop and implement recruitment plans in these areas. Given this request, Regent Duckett moved approval of the minutes with an amendment to remove approval of the MTSU Recruitment Focus Area Tuition Plan from the Board's action. Regent Griscom seconded the motion. Regent Stites inquired about Board level approval on institution's submission of fee requests. Chancellor Morgan stated that staff will take a look at the process and respond accordingly. A roll call vote was taken and the motion passed. A copy of the minutes along with its referenced documents are attached to the official copy of the Minutes as Appendix L.

Next, Chancellor Morgan was asked to present his recommendation for the new director at the Tennessee College of Applied Technology at Crump. The search was opened and the criteria for the position was advertised in January 2015. Members of the fourteen member search committee consisted of Regent Fran Marcum, Vice Chancellor James King, Jackson State Community College President Bruce Blanding, along with representatives from the Center's faculty, staff, students, lead institution and the Center's general advisory committee. A pool of 34 applicants were received. The search committee met on February 3, February 13, and February 26 to review the applicants, select interview candidates, and conduct interviews. After careful review of the applicants and interviews, and input from the search advisory committee, Chancellor Morgan recommended Mr. Stephen Milligan for the position of Director of the TCAT – Crump. If approved by the Board, he will begin April 1, 2015. Mr. Milligan started his career with TBR at Columbia State Community College as the Director for the Clifton campus from 1997 until 2013. In 2013, he became the Assistant Director at TCAT – Pulaski. Regent Freeman moved to accept Chancellor Morgan's recommendation. Regent Thomas provided a second to the motion. The motion carried. Vice Chairman Reynolds congratulated Mr. Milligan on the appointment and asked if he had any comments. He thanked them for the opportunity to serve as the director at TCAT – Crump and expressed his excitement in his new responsibility within TBR.

Next, Vice Chancellor King presented the proposed TCAT program terminations, modifications, and new technical program implementations for the Tennessee Colleges of Applied Technology. Regent Freeman moved to accept the proposed program changes and implementations with a second provided by Regent Prescott. The motion carried. A copy of the proposed program changes and implementations are attached to the official copy of the Minutes as Appendix M.

Vice Chairman Reynolds called on Vice Chancellor Denley to present the two new degree program proposals from Middle Tennessee State University. Regent Freeman moved to approve the recommended proposals. Regent Duckett seconded the motion and the motion passed. Regent Stites asked about the process for approving new degree programs. Chancellor Morgan responded that staff will review the program approval process and respond accordingly. A copy of the program proposals is attached to the official copy of the Minutes as Appendix N.

As the last item on the agenda, Chancellor Morgan presented a proposal to name the faculty office building at Nashville State Community College the "Ellen Weed Building" in honor of Dr. Ellen J. Weed. Chancellor Morgan reported that Dr. Weed has worked within the Tennessee Board of

Regents System for more than 30 years. Her distinguished service experience spans the community college, university and governing board levels. Most recently, she delayed her retirement to help the System Office on several Academic initiatives.

Dr. Weed served as the Vice President for Academic Affairs, or Chief Academic Officer, at Nashville State Community College for at least 20 years, and then continued serving the campus during her post-retirement years. While at Nashville State, she demonstrated exemplary leadership, helping guide the mission change of what used to be Nashville State Technical Institute to the comprehensive community college it is today. She and the academic team worked diligently for the academic advancement of the institution and the success of the students it serves. She was a recognized leader in academic initiatives and management, and that is reflected in the four-year term she served as assistant vice chancellor and later a three-year stint as associate vice chancellor for Academic Affairs at the TBR System Office.

Prior to her role as an administrator, Dr. Weed spent 8 years as chair and associate professor in the department of Sociology and Social Welfare at Austin Peay State University. Before that, she taught at Luther College in Iowa and the University of Michigan.

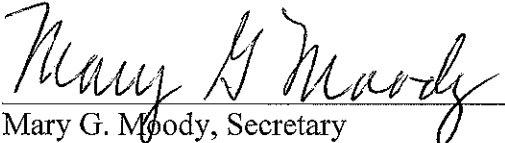
She has been actively involved in regional accreditation activities through the Commission on Colleges of the Southern Association of Colleges and Schools, serving on 50 committees. In 2002 she received a SACSCOC Meritorious Service Award. Regent Freeman moved to accept the recommendation. A unanimous second was provided by the members. The motion carried.

In closing, Vice Chairman Reynolds thanked Governor Haslam for his presence at the morning session, as well as attending other TBR events earlier in the week showing his support at the inauguration of President Alisa White at Austin Peay State University. She mentioned the upcoming meeting on June 18 – 19, 2015 at Columbia State Community College. Vice Chairman Reynolds and Chancellor Morgan thanked President Oldham and his staff for their gracious hospitality in hosting the quarterly board meeting.

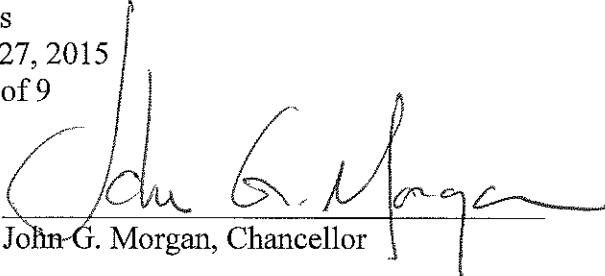
ADJOURNMENT OF THE MEETING

There being no further business to come before the board, the meeting was adjourned.

Respectfully submitted,


Mary G. Moody, Secretary

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John G. Morgan, Chancellor

Emily J. Reynolds, Vice Chairman

MINUTES

TENNESSEE BOARD OF REGENTS

SPECIAL CALLED SESSION

May 27, 2015

The Tennessee Board of Regents met in a special called session on Wednesday, May 27, 2015, at 9:30 a.m. (CDT). The purpose of the special session was to receive recommendations for presidents at Chattanooga State Community College, Motlow State Community College, Southwest Tennessee Community College and the director's position at Tennessee College of Applied Technology at Covington and Ripley. Vice Chairman Reynolds called the meeting to order and asked Ms. Mary Moody, General Counsel and Board Secretary, to call 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 Rebecca Reeves
Regent Leigh Shockey (via conference call)
Regent J. Parker Smith
Regent Johnny Stites
Regent Bob Thomas
Regent Danni Varlan
Regent Dottie Webb

A quorum was present. Governor Bill Haslam, Commissioners Julius Johnson and Candice McQueen, and Regents Russ Deaton, Darrell Freeman and Howard Roddy were not available to participate. Media and other guests were on the call.

The first item on the agenda was to receive and act on the recommendation for the presidency at Chattanooga State Community College. Vice Chairman Reynolds called on Chancellor Morgan for the recommendation. Chancellor Morgan thanked the search committee for its commitment and dedication to the search process which was managed by the executive search firm of Greenwood/Asher and Associates. Board members who served on the search committee were: Regent Tom Griscom, Chair of the search committee, Regents Howard Roddy and Danni Varlan. Chancellor Morgan proceeded with the recommendation of Dr. Flora Tydings as the next president of Chattanooga State Community College. Currently Dr. Tydings is the president at Athens Technical College in Athens, Georgia. Upon board approval, she will assume her new position in mid-July.

Next, Vice Chairman Reynolds called on Regent Griscom, who provided comments about the search. The pool of candidates consisted of 67 applicants from all across the country. The

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search committee held its first meeting on February 10, 2015. On March 26th, the search committee met and selected candidates for round one interviews. Eleven of the candidates were invited to meet with the committee on April 13 and 14. As a result of the interviews, seven candidates were brought forward for reference checking. The committee met again on April 27 to discuss and review reference feedback on the candidates selected to move forward. The committee decided to bring in four finalists for campus interviews during the week of May 4.

Regent Griscom moved to accept Chancellor Morgan's recommendation to hire Dr. Flora Tydings as the next president of Chattanooga State Community College. A second was provided by Regent Varlan, who provided further comments concurring the recommendation. The motion passed unanimously.

Vice Chairman Reynolds congratulated Dr. Tydings on her new appointment. She was then asked to address the Board. Dr. Tydings expressed her appreciation to the Tennessee Board of Regents System and welcomed the opportunity to serve as the next president at Chattanooga State Community College.

Next, Chancellor Morgan was asked to present his recommendation for the president at Motlow State Community College. He expressed his appreciation to the search committee for their time and commitment. The search was chaired by Regent Fran Marcum with Regents Bob Thomas and Dottie Webb also serving on the committee. The committee conducted a nationwide search generating 41 applicants for consideration. Chancellor Morgan recommended Dr. Anthony G. Kinkel as the next president of Motlow State Community College. Currently, Dr. Kinkel is the president of Wichita Area Technical College in Wichita, Kansas. Upon approval from the Board, Dr. Kinkel will assume his new position on August 1, 2015.

Vice Chairman Reynolds then asked Regent Marcum to comment on the search process. Regent Marcum reported that the search committee held its first meeting on March 18, 2015. Then on April 2nd, the committee met to consider and select candidates for reference checking. As a result of that meeting, ten candidates were brought forward for reference checking. The committee met again on April 10 to discuss and review reference feedback on the candidates selected to move forward. At the end of the review, the committee brought four finalists forward for campus interviews the week of April 20. Regent Marcum expressed her sincere thanks to former Regent J. Stanley Rogers for his input and service to this search committee. Next, Regent Marcum moved to approve Chancellor Morgan's recommendation to hire Dr. Anthony Kinkel as the next president of Motlow State Community College. In closing, she thanked Dr. MaryLou Apple for her years of service to Motlow State Community College and to the System during her tenure.

Regent Thomas seconded the motion and concurred with the recommendation. Regent Webb also offered meaningful comments about the search. After the unanimous approval from the Board, Dr. Kinkel was asked for comments. He expressed his sincere appreciation for this opportunity and for the Board's confidence in him as the next president of Motlow State.

The third item on the agenda was the recommendation for the president at Southwest Tennessee Community College. Chancellor Morgan thanked the search committee members who served on the search committee. Regent Greg Duckett was Chair of the search committee with Regents Barbara Prescott and Leigh Shockey also serving. Chancellor Morgan expressed his appreciation to former Regent John Farris for his time and commitment on the search committee. The executive search firm of Greenwood Asher and Associates assisted with this search. Dr. Tracy D. Hall was recommended by Chancellor Morgan to serve as the next president of Southwest Tennessee Community College. Dr. Hall is currently the Vice President of Academic Affairs at St. Louis Community College – Forest Park, St. Louis, Missouri. Upon the Board's approval, Dr. Hall will assume her new position effective mid-July.

Next, Regent Duckett reported on the search process. Regent Duckett also thanked former Regent Farris and others for their time and commitment during the search. He reported that the nationwide search produced 61 applicants. The search committee held its first meeting on January 26, 2015. On March 23rd the committee met to consider and select candidates for round one interviews. Twelve of the candidates met with the committee on April 6th and 7th. After the first round interviews, eight candidates were brought forward for reference checking. The committee met again on April 20 to discuss and review reference feedback on the candidates selected to move forward. At the end of the review, the committee brought four finalists forward for campus interviews during the week of April 27. At the end of his report, Regent Duckett moved to accept the recommendation to hire Dr. Tracy Hall as the next president of Southwest Tennessee Community College. A second was provided by Regent Prescott, who provided additional remarks of appreciation for the search process and serving on the committee. The motion was unanimously approved. Dr. Hall addressed the Board and thanked them for the opportunity to serve as the next president of Southwest Tennessee Community College.

The last item of business was the recommendation for the director at the Tennessee College of Applied Technology at Covington and Ripley. Vice Chairman Reynolds called on Chancellor Morgan for the recommendation.

Chancellor Morgan recommended Ms. Youlanda Jones-Wilcox. She currently serves as the Vice President for Institutional Advancement and Continuing Education at Dyersburg State Community College and is a former Maxine Smith Fellow. Upon the Board's approval, Ms. Jones-Wilcox's appointment will become effective July 1, 2015.

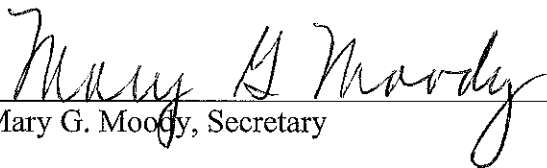
Next, Vice Chairman Reynolds called on Regent Prescott, who served as the Board Representative on this search, for her report. Regent Prescott reported that there were 34 applicants for the position. The search committee met on February 4, March 18 and April 13 to review the applicants, select interview candidates and conduct interviews. A motion was made by Regent Prescott to accept the recommendation from Chancellor Morgan with a second provided by Regent Stites. The motion carried unanimously. Ms. Jones-Wilcox provided words of appreciation for the confidence placed in her as the next director.

In closing remarks, Chancellor Morgan thanked the staff at Greenwood Asher, Vice Chancellor Warren Nichols, Vice Chancellor James King, Ms. Jona Coppola, Ms. Monica Greppin-Watts,

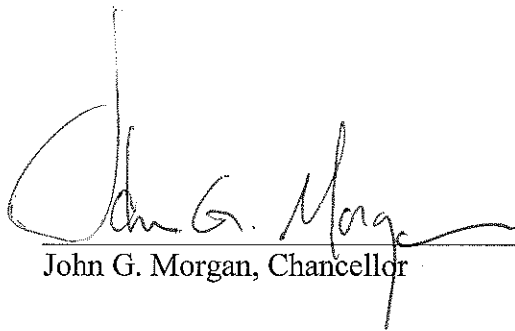
Mr. Matthew Gann and staff members of the institutions for their dedication and work over the last few months concerning these appointments.

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

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TO: Members of the Tennessee Board of Regents

FROM: John G. Morgan 

DATE: June 5, 2015

SUBJECT: Interim Action Report – Second 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: Ebonee Pinkard – Administrative Assistant I; Academic Affairs; effective April 13, 2015

Anita Jansen – Administrative Assistant I; Purchasing and Contracts; effective April 20, 2015

Ian Reynolds – Project Manager – Business & Finance; effective May 18, 2015

Alicia Gillespie – Assistant Director Capital Outlay – Business & Finance; effective June 8, 2015

Ian Watson – Construction Administration – Administration & Facilities Development effective July 1, 2015

Reclassifications: Matthew Gann - Web Services & Digital Media Manager to Associate Director of Web Services and Digital Strategy; Office of the Chancellor; effective June 1, 2015

Promotions: Athena Newsome – Coordinator of Payroll Services; effective June 8, 2015

Transfers: None

Retirement: None

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Separations: Donna Ashford – ROCC/Academic Affairs; effective May 8, 2015

Appointments: Vice President and Other Executives: Attachment A

Salary Adjustments: Vice President and Other Executives: 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

JGM/sm
Attachments

**TBR System-wide
Vice President and Executive Level Appointments**

Institution	Name	Position	Effective Date	Salary
ETSU	Pamela S. Ritter	Vice President for University Advancement	07/20/15	\$190,000
ETSU	Dr. Karen D. King	Chief Information Officer & Sr. Vice Provost for Information Technology	03/30/15	\$175,000
TTU	Dr. Kevin Braswell	Vice President for University Advancement	05/29/15	\$200,000
COSCC	Ms. Erica Smith	Internal Auditor		
NESCC	Mr. Matthew DeLozier	Vice President for Student Services	05/01/15	\$108,660
PSCC	Mr. John Shipwash	Executive Director of Equity and Compliance	05/01/15	\$81,500
STCC	Tracy L. Horton	Interim Executive Director for Human Resources	05/01/15	\$77,844

**TBR System-wide
Vice President and Executive Level Salary Adjustments**

Institution	Name	Position	Increase Amount	Salary
TTU	Kae Carpenter	University Legal Counsel	16,630.00	\$150,000
TTU	Claire Stinson	Vice President for Planning and Finance	24,956.00	\$200,000
TTU	Marc Burnett	Vice President for Student Affairs	5,712.00	\$154,000

Tennessee Board of Regents
Summary of State Building Commission Executive Subcommittee

March 24, 2015 SBC Executive Subcommittee Meeting

<u>Institution</u>		<u>SBC ESC Action</u>	<u>Action to be Taken</u>
ETSU SBC #166/005-01-2015	Demolition	Approved demolition of buildings at 209 and 241 Nancy Dishner Lane, Johnson City, Tennessee.	ETSU will coordinate demolition.
MTSU SBC #166/009-02-2015	Demolition	Approved demolition of building at 204 North Baird Lane, Murfreesboro, Tennessee.	MTSU will coordinate demolition.
RSCC Transaction 15-01-002	Acquisition	Approved acquisition of property at Patton Lane adjacent to the main campus in Harriman, Tennessee.	Office of Facilities Development (OFD) and Department of General Services (GS) to coordinate transaction.
WSCC Transaction 15-03-906	Lease Agreement	Approved a lease agreement for 10,446 SF for a ten year term (June 15, 2015 thru June 14, 2025) for an annual amount of \$123,785.10.	OFD and GSC to coordinate lease agreement.
NaSCC	Request for Site Selection Information (RFI)	Approved issuance of a RFI to determine space availability for a NaSCC location in Madison, Tennessee.	NaSCC to advertise and evaluate RFI proposals.
CoSCC Transaction 12-10-009	Disposal (Fee)	Approved disposal of Franklin CoSCC campus (Yates Center). Proceeds will be used for the new Franklin facility currently under construction.	Williamson County to acquire property.
PSCC Transaction 15-02-008	Disposal (Easement)	Approved disposal of property to West Knox Utility District for construction and permanent utility and access easements at PSCC Hardin Valley campus for installation of new 8" sanitary sewer force main.	GS to prepare easement and coordinate execution with OFD.
TTU SBC 166/011-03-2015	Residence Halls Roof Replacement	Approved selection of Lyle Cook Martin Architects as designer for the project.	OFD prepares Designer Agreement and continues with project.

April 20, 2015 SBC Executive Subcommittee Meeting

<u>Institution</u>	<u>Transaction</u>	<u>SBC ESC Action</u>	<u>Action to be Taken</u>
TTU Transaction 15-03-007	Acquisition	Approved acquisition of property at 707 Mahler Avenue, Cookeville, Tennessee.	OFD/GS to coordinate transaction.
TTU Transaction 15-03-008	Acquisition	Approved demolition of property at 715 Mahler Avenue, Cookeville, Tennessee.	OFD/GS to coordinate transaction.
TTU SBC #166/011-05-2015	Demolition	Approved demolition of building at 707 Mahler Avenue, Cookeville, Tennessee.	TTU will coordinate demolition.
TTU SBC #166/011-04-2015	Demolition	Approved demolition of building at 715 Mahler Avenue, Cookeville, Tennessee.	TTU will coordinate demolition.
TCAT Transaction 15-04-902	Lease Agreement	Approved ten year term with two consecutive ten year renewal options with Nissan North America, Inc. for 53,583 SF + 48,709 SF shared space for \$1.9M at TCAT-Murfreesboro Nissan Education and Training Facility, Smyrna, TN.	OFD and GS to coordinate lease.

<u>Institution</u>	<u>Transaction</u>	<u>SBC ESC Action</u>	<u>Action to be Taken</u>
JSCC SBC #166/019-01-2015 NeSCC SBC #166/038-01-2015 TCAT- Memphis Area SBC #166/000-01-2011 TCAT- Middle Tennessee SBC #166/000-04-2013	Restroom Renovations Gray Campus Code and HVAC Corrections Roofs Improvements	Approved selection of Braganza Design / Group as designer for the project. Approved selection of Shaw and Shanks Architects as designer for the project. Approved selection of The Horrell Group as designer for the project. Approved selection of Johnson Johnson Crabtree as designer for the project.	OFD prepares Designer Agreement and continues with project. OFD prepares Designer Agreement and continues with project. OFD prepares Designer Agreement and continues with project. OFD prepares Designer Agreement and continues with project.
<i>May 26, 2015 SBC Executive Subcommittee Meeting</i> TSU Transaction 15-04-006	Report tem	Approved the acknowledgement of the gift of property to the TSU Foundation in Trenton, TN for TSU to use for their Head Start and research programs.	OFD will return this transaction to SBC ESC for approval if property is gifted to TSU.
TTU SBC #166/011-06-2015 ETSU SBD #166/005-08-2013	Demolition Fine Arts Classroom Building	Approved demolition of buildings at 2397 Gainesboro Grade, Cookeville, Tennessee. Approved selection of McCarty Holsaple McCarty as designer for the project.	TTU will coordinate demolition. OFD prepares Designer Agreement and continues with project.

Tennessee Board of Regents
 Summary of State Building Commission Actions
 03/07/2015 to 05/26/2015

<u>Date</u>	<u>SBC Number</u>	<u>Institution</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
03/10/2015	166/019-01-2015	Jackson SCC	Restroom Renovations	250,000	Threshold project approved by OSA
	166/038-01-2015	Northeast SCC	Gray Campus Code and HVAC Updates	250,000	Threshold project approved by OSA
03/12/2015	166/000-04-2013	Statewide	Tennessee College Applied Technology Improvements	24,600,000	Revise scope and budget select middle TN designer
	166/005-02-2013	ETSU	New Football Stadium	24,400,000	Revise budget and funding, plan & use CM/GC
	166/007-13-2012	UoM	Research Facilities Improvements	1,145,000	Rec'vd report CO #14 @ 11.86%
	166/009-05-2014	MTSU	Student Recreation Center Re-roof	445,000	Revise budget and funding
	166/009-10-2013	MTSU	Bell Street Building Renovations	7,440,000	Revise budget and funding
	166/021-03-2014	Motlow SCC	Eoff Hall Powers Auditorium Renovations	740,000	Revise budget and funding
	166/032-05-2012	Pellissippi SCC	Campus Settlement Repairs	500,000	Rec'vd report CO #8 @ 119.79%
	166/038-02-2012	Northeast SCC	Gray Camus Roof Replacement	228,000	Revise budget and funding
03/23/2015	166/005-01-2015	ETSU	Demolition - 209 and 241 Nancy Dishner Lane	29,500	Approve demolition
	166/009-02-2015	MTSU	Demolition - 204 North Baird Lane	40,000	Approve demolition
	166/011-03-2015	TTU	Residence Halls Roof Replacements	750,000	Selected designed
03/26/2015	166/013-01-2015	Cleveland SCC	Library Roof Replacement	470,000	Design Selection & Threshold approved by OSA
04/09/2015	166/019-01-2015	Jackson SCC	Restroom Renovations	250,000	Received report of Threshold project
	166/033-01-2011	Southwest Tn CC	Union Campus Mechanical Systems Updates	3,360,000	Rec'vd rpt C. O. #4 @ 11.7%
	166/033-01-2011	Southwest Tn CC	Union Campus Mechanical Systems Updates	3,360,000	Rec'vd rpt C. O. #3 @ 11.47%
	166/038-01-2015	Northeast SCC	Gray Campus Code and HVAC Updates	250,000	Received report of Threshold project

<u>Date</u>	<u>SBC Number</u>	<u>Institution</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
04/20/2015					
	166/000-01-2011	Statewide	TCAT Roof Replacements	7,104,494	Memphis designer selected
	166/000-04-2013	Statewide	Tennessee College Applied Technology Improvements	24,600,000	Middle TN designer selected
	166/000-04-2013	Statewide	Tennessee College Applied Technology Improvements	24,600,000	Selected middle TN designer
	166/000-04-2013	Statewide	Tennessee College Applied Technology Improvements	24,600,000	Rec'vd report delay of designer agree executed.
	166/011-04-2015	TTU	Demolition - 715 Mahler Avenue	15,000	Approve Demolition
	166/011-05-2015	TTU	Demolition - 707 Mahler Avenue	30,000	Approve Demolition
	166/013-01-2015	Cleveland SCC	Library Roof Replacement	470,000	Report TH designer selection
	166/013-01-2015	Cleveland SCC	Library Roof Replacement	470,000	Report selection of Threshold designer
	166/019-01-2015	Jackson SCC	Restroom Renovations	250,000	Designer selected
	166/038-01-2015	Northeast SCC	Gray Campus Code and HVAC Updates	250,000	Selected designer
04/28/2015					
	166/007-01-2015	UoM	McWherter Library Maintenance	399,000	Threshold approval by OSA
	166/012-02-2014	Chattanooga SCC	Hospitality Management Renovations	250,000	Threshold increase approval by OSA
05/04/2015					
	166/007-05-2014	UoM	Lambuth Boiler Replacements	305,000	Approved increase in Threshold project
05/13/2015					
	166/007-01-2015	UoM	McWherter Library Maintenance	399,000	Report TH project
	166/011-04-2014	TTU	Food Service Improvements	2,000,000	Revise budget to full fund and accept gift-in-plac
	166/011-10-2014	TTU	Hooper Eblen & Fitness Center Boiler Installation	2,450,000	Revise budget and source of funding
	166/011-12-2013	TTU	Craft Center Sewage Treatment Plant Replacement	480,000	Revise budget to award contract
	166/011-12-2014	TTU	Intramural Sports Field House	300,000	Revise budget & source of funding and approve EDP
	166/012-02-2014	Chattanooga SCC	Hospitality Management Renovations	250,000	Report Threshold increase
	166/013-01-2015	Cleveland SCC	Library Roof Replacement	470,000	Report Threshold project approval
	166/032-01-2014	Pellissippi SCC	Division Street Campus Codes and Repairs	500,000	Report Electrical Subcontractor change
	166/038-01-2008	Northeast SCC	Technical Education Complex	36,365,000	Award CM/GC
	166/038-02-2015	Northeast SCC	Regional Center for Advanced Manufacturing	3,300,000	Approve project
	166/074-01-2013	TCAT - Murfreesboro	Nissan Education and Training Facility	41,900,000	Revise budget and source of funding
05/18/2015					
	166/011-03-2014	TTU	Derryberry Hall Lobby and Corridor Updates	460,000	Cancel project
05/26/2015					
	166/005-08-2013	ETSU	Fine Arts Classroom Building	39,200,000	Designer selected
	166/011-06-2015	TTU	Demolition - 2397 Gainesboro Grade	10,000	Approve project

CONSTRUCTION CONTRACTS AWARDED

03/07/2015 to 05/26/2015

20 contracts totaling \$12,346,659.70

<u>Designer</u>	<u>Contractor</u>	<u>Contract Sum</u>	<u>Awarded</u>	<u>Project Number</u>	<u>Project Name / Institution</u>
Askew Nixon Ferguson Architects, Inc.	Office Scapes, Inc.	1,806,410.88	03/17/2015	166/007-07-2007F2	Community Health Building Desk & Shelving Package UoM
Gould Turner Group, P.C.	Contract Furniture Alliance, Inc.	378,000.00	03/19/2015	166/034-01-2012FE	Furniture Nashville SCC
Beeson, Lusk, & Street, Inc., Architects	P & W Construction Company, LLC	1,048,700.00	03/25/2015	166/005-04-2013B	Carter & Davis Reroof & Exterior Repairs ETSU
Kurzynske & Associates	Four Seasons Heating & Air Conditioning, Inc.	1,313,700.00	03/27/2015	166/003-04-2014	Claxton Building HVAC Corrections APSU
Adkisson & Associates Architects, Inc.	KCS Construction, LLC	949,999.00	04/01/2015	166/001-02-2014	Farm Buildings New Construction TSU
Ross/Fowler PC	Armstrong Construction Company, Inc.	250,500.00	04/01/2015	166/038-01-2013	Outdoor Amphitheater New Construction Northeast SCC
HNA Engineering, pllc	Allen Searcy Builder Contractor, Inc.	138,800.00	04/03/2015	166/000-01-2013E2	Administration Security/Hardware/Fire Alarm TCAT - Paris
Vaughan Associates Architects, Inc.	E & T Contracting, LLC	159,500.00	04/08/2015	166/000-01-2013A1	Restrooms/Entrance Codes TCAT Crump
Maffett Loftis Engineering, LLC	Reynolds Electrical Contractors, LLC	517,250.00	04/08/2015	166/011-15-2014	Soccer & Football Practice Field Lighting Improvements TTU
Street Dixon Rick Architecture, PLC	Impulse, Inc.	694,500.00	04/15/2015	166/021-08-2014	Simon Hall Building Interior Renovations Motlow SCC
Johnson Architecture, Inc.	The Franklin Group, LLC	384,967.00	04/15/2015	166/032-01-2014	Division Street Campus Codes and Repairs Pellissippi SCC
Gilbert McLaughlin Casella Architects, plc	King Construction Group, Inc.	1,250,900.00	04/15/2015	166/011-11-2014	Hooper Eblen Seating and Handrail Updates TTU
Canup Engineering, Inc.	R. L. Campbell Contracting Company, Inc.	165,790.00	04/15/2015	166/007-03-2010D	Hyde Hall Elevator Modernization UoM Lambuth
Hefferlin + Kronenberg Architects PLLC	BB&T Contractors, LLC	603,500.00	04/15/2015	166/021-03-2014	Eoff Hall Powers Auditorium Renovations Motlow SCC
Gilbert McLaughlin Casella Architects, plc	WellSpring Builders, Inc.	864,375.00	04/24/2015	166/001-01-2014A	Campus Elevator MRL Upgrades TSU

<u>Designer</u>	<u>Contractor</u>	<u>Contract Sum</u>	<u>Awarded</u>	<u>Project Number</u>	<u>Project Name / Institution</u>
I.C. Thomasson Associates, Inc.	Demand Mechanical, LLC	700,000.00	05/06/2015	166/009-03-2014	Physical Plant Chiller and Tower Replacement MTSU
Hawkins Development Company	Southeast Contractors, Inc.	323,706.00	05/15/2015	166/009-09-2013	Warehouse Building Renovations MTSU
Canup Engineering, Inc.	Advance Electric Company, Inc.	154,300.00	05/15/2015	166/007-18-2014	Physical Plant Building Emergency Operations Generator UoM
CTI Engineers Inc.	Innovative Wastewater Solutions, Inc.	383,984.82	05/20/2015	166/011-12-2013	Craft Center Sewage Treatment Plant Replacement TTU
Anderson Buehler Architects PLLC	Elite Contractors, LLC	257,777.00	05/20/2015	166/019-02-2013A	McWherter Building Roof and Envelope Repairs Jackson SCC

Summary by Type of Contract							
Contracts Approved from March 1, 2015 to May 31, 2015							
<u>Dept./Institution</u>	<u>Amendment 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	2	-	-	3	-	1	6
RODP	-	106	1	-	-	2	109
TBR Combined	2		13	10	3	9	37
Subtotal	4	106	14	13	3	12	152
<u>Institutions</u>							
APSU	-	-	-	-	-	1	1
ETSU	-	-	-	-	-	2	2
MTSU	-	-	1	-	1	2	4
TSU	-	-	1	-	1	-	2
TTU	-	-	-	-	-	3	3
UOM	-	-	-	2	1	4	7
ChSCC	-	-	-	-	1	-	1
CISCC	-	-	-	-	-	1	1
CoSCC	-	-	-	-	-	2	2
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	-	-	-
NaSCC	-	-	-	-	-	-	-
NeSCC	-	-	-	-	-	-	-
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	-	-	-
STCC	-	-	-	-	-	2	2
VSCC	-	-	-	-	-	-	-
WSCC	-	-	-	-	-	1	1
TCAT Combined	-	1	-	1	-	3	5
Subtotal	-	1	2	3	4	21	31
Grand Total	4	107	16	16	7	33	183

Summary by Type of Contract

Contracts Approved from March 1, 2014 to May 31, 2014

<u>Dept./Institution</u>	<u>Amendment 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	19	-	1	21
RODP	-	110	2	-	-	-	112
TBR Combined	3	-	17	3	2	12	37
Subtotal	3	110	20	22	2	13	170
<u>Institutions</u>							
APSU	-	-	-	-	1	1	2
ETSU	-	-	-	-	-	-	-
MTSU	1	-	-	-	5	3	9
TSU	-	-	-	-	-	-	-
TTU	2	-	-	-	-	2	4
UOM	-	-	-	1	-	4	5
ChSCC	-	-	-	-	-	1	1
CISCC	-	-	-	-	-	1	1
CoSCC	-	-	-	-	-	1	1
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	1	-	1
NaSCC	-	-	1	-	-	-	1
NeSCC	-	-	-	-	-	1	1
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	-	-	-
STCC	-	-	-	-	-	-	-
VSCC	-	-	-	-	-	1	1
WSCC	-	-	-	-	-	-	-
TCAT Combined	-	-	1	-	-	4	5
Subtotal	3	-	2	1	7	19	32
Grand Total	6	110	22	23	9	32	202

Tennessee Board of Regents

Contracts Approved March 1, 2015 through May 31, 2015

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
101917	Amendment to Existing Agreement	Tennessee Technological University	Academics	Computer Software	\$39,000.00	no	2/15/2013	3/14/2017	no
104164	Amendment to Existing Agreement	MeLLmo, Inc.	Academics	Computer Software	\$14,099.00	no	6/1/2014	6/1/2016	no
104712	Professional Service	Dr. Michael Sagas	Academics	External Reviewer	\$3,375.00	no	4/13/2015	5/13/2015	no
104713	Use of Facilities	Middle Tennessee State University (Ingram)	Academics	Training	\$1,500.00	no	3/23/2015	3/25/2015	no
104714	Professional Service	Dr. Michael Bemben	Academics	External Reviewer	\$3,000.00	no	4/12/2015	5/12/2015	no
104724	Professional Service	Dr. Aaron Clopton	Academics	External Reviewer	\$3,300.00	no	4/13/2015	5/13/2015	no
104732	Cooperative Agreement	National Changhua University of Education, R.O.C.	APSU	Cooperative Educational Offerings	\$0.00	no	3/27/2015	3/26/2020	no
104763	Lease Agreement	Southeast Tennessee Development District	CLSCC	Lease of Space	\$17,000.00	no	4/1/2015	4/1/2020	no
103106	Amendment to Existing Agreement	Delevante Creative Design	COMM	Other - Services	\$300,000.00	no	2/22/2014	2/21/2016	yes
104755	Service Agreement	State of Minnesota, Dept. of Economic Development	COMM	Other - Services	\$0.00	no	4/1/2015	3/31/2016	no
104761	Cooperative Agreement	Argosy University	COSCC	Memo of Understanding	\$0.00	no	4/1/2015	3/31/2020	no
104798	Cooperative Agreement	Athens State University	COSCC	Cooperative Educational Offerings	\$0.00	no	4/15/2015	4/14/2035	no
103585	Service Agreement	Fravert Services	CSTCC	Other - Services	\$447,865.48	no	9/25/2014	9/25/2015	yes
104789	Cooperative Agreement	Columbia State Community College	ETSU	Cooperative Educational Offerings	\$0.00	no	9/30/2013	9/29/2020	no
104809	Lease Agreement	City of Johnson City	ETSU	Lease of Space	\$89,000.00	no	8/25/2015	12/15/2015	no
100658	Professional Service	NERAC	General Council	Other	\$4,999.00	no	3/20/2012	3/19/2016	no
104222	Service Agreement	MTSU - COHRE	HR	Other - Services	\$35,000.00	no	6/1/2014	9/1/2015	no
104708	Professional Service	Little Mendelson, P.C.	HR	Other - Services	\$1,500.00	no	3/17/2015	3/17/2015	no
104618	Dual Services Extra Compensation	Tennessee Board of Regents- Greg Sedrick	MTSU	Teaching	\$4,941.30	no	1/2/2015	5/30/2015	no
104628	Service Agreement	The Advisory Board Company	MTSU	Other - Services	\$181,500.00	no	2/28/2015	2/27/2019	no
104721	Cooperative Agreement	Cleveland State Community College	MTSU	Cooperative Educational Offerings	\$0.00	no	3/20/2015	3/19/2025	no
104802	Cooperative Agreement	Columbia State Community College	MTSU	Cooperative Educational Offerings	\$0.00	no	4/15/2015	4/14/2035	no
102278	Clinical Affiliation	Maury Regional Hosp Maury Reg Med Ctr Primecare	Nursing/AH	Clinical Experience	\$0.00	no	9/1/2011	8/31/2016	no
102823	Clinical Affiliation	Mountain Comprehensive Health Corp in Whitesburg	Nursing/AH	Clinical Experience	\$0.00	no	10/19/2012	10/19/2017	no
102899	Clinical Affiliation	Fast Pace Medical - Multiple Sites	Nursing/AH	Clinical Experience	\$0.00	no	11/14/2012	11/13/2017	no
103678	Clinical Affiliation	Baptist Memorial Medical Group, Inc(Memphis)	Nursing/AH	Clinical Experience	\$0.00	no	11/1/2013	10/31/2018	no
103934	Clinical Affiliation	Prime Obstetrics and Gynecology	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104055	Clinical Affiliation	T and R Clinic	Nursing/AH	Clinical Experience	\$0.00	no	4/8/2015	4/7/2020	no

104421	Clinical Affiliation	TN Health Mgt dba Clarksville Nursing&Rehab Center	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104555	Clinical Affiliation	University of New Mexico Hospital	Nursing/AH	Clinical Experience	\$0.00	no	12/3/2014	12/2/2019	no
104568	Clinical Affiliation	ETSU & Northeast TN Johnson City Comm	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104607	Clinical Affiliation	Clinch Valley Physician Associates LLC	Nursing/AH	Clinical Experience	\$0.00	no	1/12/2015	1/11/2020	no
104642	Clinical Affiliation	Dr. John A. Morehead	Nursing/AH	Clinical Experience	\$0.00	no	1/30/2015	1/29/2020	no
104655	Clinical Affiliation	Blount Rural Health Center (KY)	Nursing/AH	Clinical Experience	\$0.00	no	2/11/2015	2/10/2020	no
104656	Clinical Affiliation	Dayton Pediatrics & Spring Hill Peds	Nursing/AH	Clinical Experience	\$0.00	no	2/11/2015	2/10/2020	no
104657	Clinical Affiliation	Comprehensive Pediatrics (Memphis)	Nursing/AH	Clinical Experience	\$0.00	no	2/11/2015	2/10/2020	no
104661	Clinical Affiliation	Shenandoah Valley Medical System, Inc.	Nursing/AH	Clinical Experience	\$0.00	no	2/18/2015	2/17/2020	no
104664	Clinical Affiliation	University Health Systems (Sara Overly)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2016	no
104666	Clinical Affiliation	Appalachian Orthopaedic Associates	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104667	Clinical Affiliation	Ashe Family Healthcare	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104668	Clinical Affiliation	Tennessee Womens Healthcare Dr Cadena (Mt. Juliet)	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104669	Clinical Affiliation	Western Kentucky Gastroenterology Assoc	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104670	Clinical Affiliation	Western Carolina Orthopedic Specialists	Nursing/AH	Clinical Experience	\$0.00	no	2/24/2015	2/23/2020	no
104672	Clinical Affiliation	Smoky Mountain Ob-Gyn	Nursing/AH	Clinical Experience	\$0.00	no	2/25/2015	2/24/2020	no
104673	Clinical Affiliation	Nashville Gastrointestinal Specialists	Nursing/AH	Clinical Experience	\$0.00	no	2/25/2015	2/24/2020	no
104674	Clinical Affiliation	Trinity Medical Clinic	Nursing/AH	Clinical Experience	\$0.00	no	2/25/2015	2/24/2020	no
104675	Clinical Affiliation	Dixon Center for Integrative Health Care	Nursing/AH	Clinical Experience	\$0.00	no	2/25/2015	2/24/2020	no
104676	Clinical Affiliation	Mid South Gastroenterology	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104677	Clinical Affiliation	Arundel Pediatrics	Nursing/AH	Clinical Experience	\$0.00	no	2/26/2015	2/25/2020	no
104678	Clinical Affiliation	Princeton Pediatrics	Nursing/AH	Clinical Experience	\$0.00	no	2/26/2015	2/25/2020	no
104679	Clinical Affiliation	Lunceford Family Health Center	Nursing/AH	Clinical Experience	\$0.00	no	2/26/2015	2/25/2020	no
104680	Clinical Affiliation	Dr. John W Macey, PLLC	Nursing/AH	Clinical Experience	\$0.00	no	2/27/2015	2/26/2020	no
104682	Clinical Affiliation	Chattanooga's Program in Women's Oncology	Nursing/AH	Clinical Experience	\$0.00	no	2/27/2015	2/26/2020	no
104684	Clinical Affiliation	G.V. Sonny Montgomery Veterans Med Ctr	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104685	Clinical Affiliation	Cherry Bend Family Care	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104686	Clinical Affiliation	Medlink Georgia	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104688	Clinical Affiliation	University Health System (Denise Berry)	Nursing/AH	Clinical Experience	\$0.00	no	3/3/2015	5/31/2016	no
104689	Clinical Affiliation	Chota Community Health Services	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104690	Clinical Affiliation	Forte Family Practice (Nevada)	Nursing/AH	Clinical Experience	\$0.00	no	3/3/2015	3/2/2020	no
104691	Clinical Affiliation	Parkridge Medical Center (HCA)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2018	no
104698	Clinical Affiliation	Tri-Star Sterling Primary	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2018	no
104700	Clinical Affiliation	Wellmont Health System	Nursing/AH	Clinical Experience	\$0.00	no	8/1/2015	7/30/2018	no
104701	Clinical Affiliation	McMinnville Medical Associates	Nursing/AH	Clinical Experience	\$0.00	no	3/9/2015	3/8/2020	no
104702	Clinical Affiliation	Primary Care Associates	Nursing/AH	Clinical Experience	\$0.00	no	3/10/2015	3/9/2020	no

104703	Clinical Affiliation	University Health System (Erica Hembree)	Nursing/AH	Clinical Experience	\$0.00	no	3/11/2015	5/31/2016	no
104704	Clinical Affiliation	Lee Memorial Health System (Robin Cozine)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2016	no
104705	Clinical Affiliation	Decatur County General Hospital	Nursing/AH	Clinical Experience	\$0.00	no	3/11/2015	3/10/2020	no
104706	Clinical Affiliation	Ruch Clinic	Nursing/AH	Clinical Experience	\$0.00	no	3/11/2015	3/10/2020	no
104710	Clinical Affiliation	Orthopedic Specialists, The	Nursing/AH	Clinical Experience	\$0.00	no	3/12/2015	3/11/2020	no
104715	Clinical Affiliation	Children's Clinic East	Nursing/AH	Clinical Experience	\$0.00	no	3/13/2015	12/31/2015	no
104720	Clinical Affiliation	University Health System (Jennifer Sexton)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2016	no
104722	Clinical Affiliation	Sweetwater Hospital	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104723	Clinical Affiliation	Middle Tennessee Women's Health Group	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2020	5/31/2015	no
104726	Clinical Affiliation	Nolensville Family Medicine	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104731	Clinical Affiliation	Medical Associates of the Shoals	Nursing/AH	Clinical Experience	\$0.00	no	6/3/2015	5/31/2020	no
104735	Clinical Affiliation	Center for Facial Rejuvenation	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104737	Clinical Affiliation	McMinnville Orthopedic Clinic	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104738	Clinical Affiliation	Athens Women's Clinic	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/16/2020	no
104739	Clinical Affiliation	Appalachian Family Care	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104740	Clinical Affiliation	After Hours Pediatrics	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104741	Clinical Affiliation	Women's Care of Wisconsin, SC	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104742	Clinical Affiliation	Christ Community Health Services	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104751	Clinical Affiliation	East Tennessee Surgical Group, P.C.	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104752	Clinical Affiliation	Wilmington Health OB/GYN	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104753	Clinical Affiliation	Dirne Community Health Center dba Heritage Health	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104762	Clinical Affiliation	Dr. Gary J. Smith PC	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104765	Clinical Affiliation	Tibbs Clinic	Nursing/AH	Clinical Experience	\$0.00	no	4/3/2015	4/2/2020	no
104766	Clinical Affiliation	Right Care (All Sites)	Nursing/AH	Clinical Experience	\$0.00	no	4/3/2015	4/2/2020	no
104767	Clinical Affiliation	Women's Hlth Svs dba Asc In Women'sHlth(Multiple)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104768	Clinical Affiliation	Toe River Health District (Multiple Sites)	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104769	Clinical Affiliation	Occumed	Nursing/AH	Clinical Experience	\$0.00	no	4/3/2015	4/2/2020	no
104770	Clinical Affiliation	Meridian Pediatrics (Idaho)	Nursing/AH	Clinical Experience	\$0.00	no	4/3/2015	4/2/2020	no
104771	Clinical Affiliation	Community Free Clinic	Nursing/AH	Clinical Experience	\$0.00	no	4/3/2015	4/2/2020	no
104772	Clinical Affiliation	Southern Crescent Family Practice	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104773	Clinical Affiliation	Mountain Area Pediatrics	Nursing/AH	Clinical Experience	\$0.00	no	4/6/2015	4/5/2020	no
104774	Clinical Affiliation	Women's Priority Healthcare (Chattanooga)	Nursing/AH	Clinical Experience	\$0.00	no	4/6/2015	4/5/2020	no
104775	Clinical Affiliation	Kids Care Medical Center (Memphis)	Nursing/AH	Clinical Experience	\$0.00	no	4/6/2015	4/5/2020	no
104776	Clinical Affiliation	Total Healthcare Associates PLLC	Nursing/AH	Clinical Experience	\$0.00	no	4/6/2015	4/5/2020	no
104778	Clinical Affiliation	Arizons Obstetrics & Gynecology	Nursing/AH	Clinical Experience	\$0.00	no	4/6/2015	4/5/2020	no
104779	Clinical Affiliation	Mountain People's Health Councils, Inc.	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2020	no
104780	Clinical Affiliation	Asheville Pediatric Associates	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2020	no
104781	Clinical Affiliation	Fort Sanders OBGYN	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2020	no
104784	Clinical Affiliation	Northern Montana Health Care	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2016	no
104786	Clinical Affiliation	Absolute Family Health PLLC	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2020	no
104787	Clinical Affiliation	Primary Care Medical Center	Nursing/AH	Clinical Experience	\$0.00	no	4/7/2015	4/6/2020	no

104790	Clinical Affiliation	Phillips Medical Group	Nursing/AH	Clinical Experience	\$0.00	no	4/8/2015	4/7/2020	no
104791	Clinical Affiliation	Lincoln Medical Center	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104793	Clinical Affiliation	Alive Hospice	Nursing/AH	Clinical Experience	\$0.00	no	4/9/2015	4/8/2020	no
104794	Clinical Affiliation	Nevada Center of Alternative & Anti-Aging Medicine	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104795	Clinical Affiliation	Primary Care of Shelton, LLC	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104799	Clinical Affiliation	Southern TN Reg Health System Various Sites	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104801	Clinical Affiliation	Skin and Allergy Center	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104804	Clinical Affiliation	Knoxville HMA Phys Mgmt dba Tennova Phys	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104811	Clinical Affiliation	Cornerstone Women's Center	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104815	Clinical Affiliation	HighPoint Health System - Multiple Sites	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104818	Clinical Affiliation	Hamblen Family Medicine	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104821	Clinical Affiliation	Tennessee Orthopaedic Clinics, P.C.	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104823	Clinical Affiliation	Crossroads Medical Group	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104826	Clinical Affiliation	Advanced Internal Medicine	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104828	Clinical Affiliation	Dr. Chester L. Crump	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104829	Clinical Affiliation	Tahlequah Pediatrics, PLC	Nursing/AH	Clinical Experience	\$0.00	no	6/1/2015	5/31/2020	no
104833	Clinical Affiliation	Neighborhood Health (Multiple Sites)	Nursing/AH	Clinical Experience	\$0.00	no	5/7/2015	5/6/2020	no
104839	Clinical Affiliation	A Woman's View (North Carolina)	Nursing/AH	Clinical Experience	\$0.00	no	5/15/2015	5/14/2020	no
104841	Clinical Affiliation	Four Rivers Internal Medicine	Nursing/AH	Clinical Experience	\$0.00	no	5/15/2015	5/14/2020	no
104842	Clinical Affiliation	The Orthopaedic Institute of Western Kentucky	Nursing/AH	Clinical Experience	\$0.00	no	5/15/2015	5/14/2020	no
104843	Clinical Affiliation	Women's Medical Center	Nursing/AH	Clinical Experience	\$0.00	no	8/1/2015	7/31/2020	no
104845	Clinical Affiliation	Best Care Clinic	Nursing/AH	Clinical Experience	\$0.00	no	5/18/2015	5/17/2020	no
104846	Clinical Affiliation	Clarksville Women's Center	Nursing/AH	Clinical Experience	\$0.00	no	5/11/2015	5/17/2020	no
104694	Professional Service	Peoplefluent	OESI	Other - Services	\$1,804.00	no	1/1/2015	12/31/2015	no
104695	Professional Service	SREB- Caryn Darwin	OESI	Memo of Understanding	\$25,000.00	no	3/10/2015	12/31/2015	no
104696	Professional Service	SREB- Twanelle Majors	OESI	Memo of Understanding	\$25,000.00	no	3/10/2015	12/31/2015	no
104716	Professional Service	U.S. Education Delivery Institute	OESI	Other - Services	\$13,000.00	no	3/20/2015	12/31/2015	no
104728	Dual Service	TCAT Jackson- Cassandra Anderson - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104729	Dual Service	University of Memphis- Alena Allen - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104730	Dual Service	Volunteer State Community College- Tonya Daniels - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104744	Dual Service	Cleveland State Community College- Maureen Griffin - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104746	Dual Service	Columbia State Community College- Patricia Harlan - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104747	Dual Service	APSU- Fonda Fields - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104748	Dual Service	NESCC- Francis Canedo - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104754	Dual Service	Chattanooga State- Willie Thomas - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104759	Dual Service	Nashville State- Wayne Simpson - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104760	Dual Service	TSU- Tiffany Steward - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no

104764	Dual Service	MTSU- Sharon Brown Smith - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104782	Dual Service	PSCC- Brittany Mosby - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104797	Dual Service	STCC- Joshua Conway - Smith Fellow	OESI	Memo of Understanding	\$400.00	no	3/17/2015	9/18/2015	no
104810	Professional Service	YMG Enterprises, LLC - Smith Fellows leadership workshops	OESI	Other - Services	\$7,000.00	no	4/24/2015	5/30/2015	yes
104733	Purchase Agreement	Cengage Learning, Inc.	RODP	Computer Software	\$10,000.00	no	1/20/2015	6/30/2015	no
104777	Grant Agreement	THEC	RODP	Grant	\$308,500.00	no	12/8/2014	1/15/2016	no
104800	Dual Service	TCAT Elizabethton - Richard Woodyard	RODP	Teaching	\$613.40	no	1/5/2015	4/22/2015	no
104643	Banking Services	SunTrust Bank	STCC	Banking Services	\$16,391.00	no	1/1/2015	12/31/2015	yes
104727	Purchase Agreement	Technical Training Aids	STCC	Other - Goods	\$321,512.00	no	3/18/2015	4/8/2015	no
101477	Amendment to Existing Agreement	Staples Contract & Commercial, Inc.	TBR	Office Supplies	\$12,500,000.00	yes	3/1/2014	6/30/2015	yes
101960	Membership	Adobe Systems, Inc.	TBR	Computer Software	\$0.00	yes	3/28/2013	3/27/2015	no
104170	License Agreement	EBSCO Industries, Inc.	TBR	Other - Services	\$244,594.25	yes	7/1/2015	6/30/2016	yes
104177	Professional Service	General Revenue Corporation	TBR	Collection Services	\$400,000.00	yes	7/1/2015	6/30/2016	yes
104178	Professional Service	Coast Professional, Inc.	TBR	Collection Services	\$400,000.00	yes	7/1/2015	6/30/2016	yes
104660	Professional Service	Pomeroy IT Solutions	TBR	Other - Services	\$3,000,000.00	yes	3/1/2015	2/29/2016	yes
104692	License Agreement	ProQuest LLC	TBR	Other - Services	\$74,221.00	no	3/1/2015	2/29/2016	yes
104743	License Agreement	Periscope Holdings, Inc.	TBR	Other - Services	\$8,500.00	yes	4/27/2015	4/26/2016	no
104756	License Agreement	EBSCO Industries, Inc.	TBR	Other - Services	\$0.00	yes	4/1/2015	3/31/2016	no
104757	License Agreement	Springshare, LLC.	TBR	Other - Services	\$0.00	yes	4/1/2015	3/31/2016	no
104807	License Agreement	Alexander Street Press, LLC	TBR	Other - Services	\$0.00	yes	4/17/2015	4/16/2016	no
104687	Grant Agreement	Southeast TN Development District	TCATS Athens	Grant Subcontract	\$12,247.00	no	1/22/2015	1/20/2017	no
104662	Clinical Affiliation	River Park Hospital	TCATS CROSS	Clinical Experience	\$0.00	no	2/1/2015	1/31/2017	no
104699	Grant Agreement	Memphis Bioworks Foundation	TCATS Memphis	Grant Subcontract	\$100,000.00	no	11/1/2014	10/31/2018	no
104835	Professional Service	Tennessee Electric Cooperative Association	TCATS Murfreesboro	Teaching	\$630,000.00	no	7/1/2015	6/30/2016	no
104206	Grant Agreement	Tn Department of Labor	TCATS Nashville	Grant	\$630,500.00	no	7/1/2014	6/30/2015	no
104644	Service Agreement	Michael Brustein, Brustein & Manasevit, PLLC	TCATS Office	Speaker	\$3,500.00	no	4/1/2015	4/2/2015	no
104717	Use of Facilities	Chattanooga Convention Center	TCATS Office	Other	\$21,000.00	no	4/17/2015	4/22/2015	yes
104825	License Agreement	Snap On	TCATS Office	Other - Services	\$0.00	no	4/17/2015	4/16/2020	no
104734	Dual Services Extra Compensation	Tennessee Board of Regents (Christine Mayer)	TSU	Personnel	\$2,470.65	no	1/20/2015	5/12/2015	no
104822	Service Agreement	GCA Services Group, Inc. - custodial services	TSU	Other - Services	\$595,932.00	yes	7/1/2015	6/30/2016	yes
100741	Revenue	Compass Group USA, Inc. - food services	TTU	Other - Services	\$1,850,000.00	no	7/1/2008	6/30/2018	no
104812	Purchase Agreement	Contract Furniture Alliance	TTU	Furniture	\$255,802.30	no	4/17/2015	5/7/2015	no
104849	Banking Services	Regions Bank	TTU	Banking Services	\$13,235.27	yes	6/1/2015	5/31/2016	yes
101276	Use of Facilities	City of Memphis	UOM	Other	\$0.00	no	7/16/2009	1/1/2016	no
103237	Software License	Blackboard	UOM	Computer Software License	\$109,982.00	no	9/1/2013	3/1/2018	no
103924	Professional Service	Archer Malmø, Inc.	UOM	Marketing	\$3,600,000.00	no	3/17/2014	3/16/2019	yes
104683	Purchase Agreement	Pomeroy IT Solutions	UOM	Computer Hardware and Peripherals	\$399,525.29	no	2/27/2015	2/27/2015	yes
104736	Service Agreement	Dissinger Reed, LLC	UOM	Other - Services	\$485,000.00	yes	3/26/2015	3/25/2020	yes
104803	Revenue	Teach for America	UOM	Other	\$440,000.00	no	5/22/2015	7/18/2015	no

104848	Professional Service	Penguin Computing	UOM	Computer Hardware and Peripherals	\$400,000.00	no	8/1/2015	7/31/2018	yes
104671	Use of Facilities	Sumner Rugby Club	VSCC	Lease of Space	\$1.00	no	2/1/2015	1/31/2035	no
104749	Lease Agreement	Investment Properties Partnership	WSCC	Lease of Space	\$92,133.72	no	6/15/2015	6/14/2025	yes
183	Contracts								

REPORT OF THE COMMITTEE ON ACADEMIC POLICIES AND PROGRAMS

June 19, 2015

The Committee on Academic Policies and Programs met in regular session on June 18, 2015. The meeting was held at Columbia State Community College in Columbia, Tennessee. A quorum was present.

The Committee received recommendations for the approval of post graduate certificates and new degree programs that included the proposed establishment of East Tennessee State University, Post-DNP Family Nurse Practitioner; Post-DNP Adult/Gerontological Nurse Practitioner; Post-DNP Psychiatric Mental Health Nurse Practitioner; and Post-DNP Executive Leadership in Nursing. The new degree program proposals included both graduate and undergraduate degrees as follows: East Tennessee State University, Doctor of Education in Global Sport Leadership and Bachelor of Science in Pharmacy Studies.

The Committee heard a request for revisions to Student Scholarships, Grants, Loans and Financial Aid Program Policy: 3:04:01:00. The revisions allow for increased flexibility for campuses to

determine the type of service that a student may engage in for the scholarship.

Members of the Committee heard an update regarding the Strategic Planning Indicator Metric. A report on progress was provided which includes the Strategic Plan Indicator Review Committee. The Committee has been tasked with developing success metrics for the strategic plan, methodology for reporting the metrics, and goals for each metric.

A motion was made by Regent Varlan to approve the new degree programs presented, to approve the proposed revisions to TBR policy 3:04:01:00, and to approve the strategic plan as presented. A second to the motion was approved by Regent Duckett. The motion carried.

The Committee received an update on current Academic Affairs Initiatives, including the new Ready2Teach Scholar designation and the new TN eCampus online portal. No Committee action was required.

The Board reviewed a preliminary graduation report that provided graduation counts for 2014-15 by institution and award level for the Board Meeting in June. Reporting of graduations will not be finalized until July

and will be reported at the September Board Meeting. No action by the Committee was required for this item.

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

Respectfully submitted,
COMMITTEE ON ACADEMIC POLICIES
AND PROGRAMS

Bob Thomas
Committee Chair

COMMMITTEE EXTERNAL AFFAIRS

June 19, 2015

The Committee on External Affairs met in regular session on June 18, 2015, at Columbia State Community College.

As the first and only item of business, the Committee received an update on the 109th legislative session that was completed on April 22, 2015.

Vice Chancellor Gregory addressed legislation that passed and its impact on public higher education. He began by emphasizing that the TBR had an excellent legislative session. The Governor and General Assembly fully funded the Tennessee Higher Education Commission (THEC) funding recommendations regarding the operating formula, capital projects and capital maintenance and even provided additional funding for capital maintenance and a \$5 million allocation for equipment funding for the Tennessee Colleges of Applied Technology.

- Public Chapter 186 – Makes minor changes to the Tennessee Promise scholarship program. These changes include: defining “gift

aid,” “full time student,” “scholarship terminating event,” and giving the Tennessee Student Assistance Corporation ongoing rulemaking authority.

- Public Chapter 363 (SB 605/HB 646) – Creates the last dollar Community College Reconnect Grant. The budget included a \$1.5 (one-time) allocation for students to return to community college in 2016-17 to complete an Associate’s Degree in Applied Science. To receive the award a student must make less than \$36,000 annually, be an independent student, within 30 credit hours of an AAS degree, and take at least nine (9) hours per semester.
- Public Chapter 42 – Requires the Tennessee Board of Regents (TBR) and other state agencies to report computer breaches or suspected breaches to the Comptroller of the Treasury.
- Public Chapter 80 – The act creates a legal cause-of-action against an employer for discharge or adverse employment action based solely on the employee’s transportation or storing of a firearm in an employer’s parking lot.

- Public Chapter 253 – Prescribes how sexual assault kits are handled and requires the Domestic Violence State Coordinating Council to create a model policy for law enforcement agencies responding to reports of sexually oriented crimes. TBR campus police forces will have policies and procedures meeting or exceeding the model policy by July 1, 2016.
- Public Chapter 444 – Allows THEC to enter into a multistate consortium to ease the ability of institutions to offer online education to students outside the state. It is estimated to save TBR and the University of Tennessee (UT) \$467,200 annually.
- Public Chapter 482 – Requires public higher education institutions to observe Veterans Day on or near November 11th each year.
- Public Chapter 219 – Creates the Tennessee Veterans Education Transition Support Act. The act puts Tennessee in compliance with federal law by agreeing to grant in-state tuition to certain veterans or family members who also receive education benefits regardless of residency. The act also requires that THEC, UT and TBR

participate in review processes to maximize the academic credit awarded to veterans for their military training/experience.

- SR14/HR8 – Redirects the endowment funds for the Chair of Excellence in English Poetry to Computer Science at the University of Memphis.
- Public Chapter 447 – Beginning 2016, this act eliminates the out-of-state deduction in the outcomes-based funding formula for students attending the University of Memphis, whose residency is outside of Tennessee within 30 miles of Shelby County. The THEC formula review committee is examining this issue in the formula for all campuses.
- Public Chapter 500 – Creates the “Go Build” program to promote the construction trades and associated educational programs in the state. The Board of Licensing Contractors will create a nonprofit to run the program and will set up a fund to administer it utilizing industry fees.

- Public Chapter 169 – This act makes job performance evaluations confidential for employees of higher education and the constitutional officers of the state.

Vice Chancellor Gregory also mentioned two items that resulted from legislation that was filed, but did not move forward this year. The first is that TBR will be working with the Tennessee Department of Health on ways to improve the immunization record keeping process of students. The second study that will take place involves, TBR, UT and THEC examining how innovations with educational materials (textbooks, etc.) can result in cost savings and increased learning for students.

Vice Chancellor Gregory mentioned the bill that was supported by TBR that failed by one vote on the last day of session that would have allowed TBR and UT to charge in-state tuition to individuals who had received federal deferred action status; had lived in Tennessee at least a year; and had graduated from a Tennessee high school or equivalent.

Lastly, Vice Chancellor Gregory recognized Pat Gregory who is retiring after 36 years of service in the Office of Facilities with the Board of Regents.

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

Respectfully submitted,

COMMITTEE ON EXTERNAL
AFFAIRS

Fran Marcum, Chair

REPORT OF THE COMMITTEE ON WORKFORCE DEVELOPMENT

June 19, 2015

The Committee on Workforce Development met in regular session on June 18, 2015, on the campus of Columbia State Community College.

As the first item of business, Vice Chancellor James King presented the following Tennessee College of Applied Technology program proposals:

- Practical Nursing at Morristown to be located in Sevier County
- Pharmacy Technician at Dickson's Clarksville Extension Campus
- Emergency Medical Technology at Knoxville
- Emergency Medical Technology at Oneida/Huntsville
- Diesel Technology at Dickson's Clarksville Extension Campus
- Warehouse & Logistics Technology at Hartsville's Wilson County Site
- Industrial Maintenance at Shelbyville to be located at the Franklin County Business Center at the UT Space Center in Tullahoma, Tennessee

- Industrial Maintenance at Shelbyville to be located at the Middle Tennessee Education Center in Shelbyville, Tennessee
- Industrial Maintenance at Shelbyville to be located at the Adult Education Center in Shelbyville, Tennessee
- Advanced Manufacturing at Hartsville's Tri-County Campus
- Welding at Newbern to be located at Dyersburg High School
- Advanced Manufacturing at Jackson to be located at the Chester County Technical Center
- Welding at Harriman to be located at the Lenoir City Instructional Service Center
- Advanced Manufacturing Education at Chattanooga
- Cosmetology at Jacksboro to be located at the Woodson Mall in LaFollette, Tennessee;
- Motorcycle/ATV Technology at Jacksboro by placing the program on inactive status;
- Industrial Maintenance at Hohenwald by pulling out Welding and creating a stand-alone Welding program;
- Health Information at Memphis by placing the program on inactive

status; and

- Industrial Electricity at Jackson by adding a term that will include an additional certificate and diploma option.

A motion was made by Regent Prescott and seconded by Regent Stites.

Motion carried by voice vote.

As the next item of business, Vice Chancellor Warren Nichols presented the following Community College program proposal:

- A.A.S in Entertainment Technology at Northeast State Community College

A motion was made by Regent Prescott and seconded by Regent Smith.

Motion carried by voice vote.

For the last item of business, Vice Chancellor Nichols presented the Committee with an update based on the paper titled: The Articulation of Credits Between the Colleges of Applied Technology and the Community Colleges and Universities.

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

Respectfully submitted,

COMMITTEE ON WORKFORCE
DEVELOPMENT

Danni B. Varlan, Chair

REPORT OF THE COMMITTEE ON AUDIT

May 27, 2015

The Committee on Audit met in regular session on May 27, 2015 at the Tennessee Board of Regents System Office. A quorum was present. In attendance were system office staff and board members, including the following Audit Committee members:

Regent Tom Griscom, Chairman
Regent Greg Duckett
Regent Fran Marcum
Regent Leigh Shockey (via conference call)
Regent Parker Smith
Regent John Stites

The first section of the meeting agenda, Informational Reporting, included four items. Item I.a, Review of Comptroller's Office Audit Reports, consisted of a discussion of audit reports issued by the Comptroller's Office during the last quarter. The financial and compliance audit reports for Middle Tennessee State University for the Fiscal Year Ended June 30, 2014 and Jackson State Community College for the Fiscal Years Ended June 30, 2014 and June 30, 2013, had unmodified opinions on the presentation of the financial statements and one finding. The finding for each institution was

identified as a significant deficiency but not a material weakness and 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, Update of Corrective Actions on Performance Audit Findings, was a progress report of the corrective actions taken by the Tennessee Board of Regents system office staff on findings included in the Comptroller's performance audit of the system, issued in January 2014. Chief Audit Executive (CAE) Tammy Birchett commented on the status of each unresolved finding, noting that six of the nine findings are considered resolved and that actions are still in progress on the three remaining findings. This item was for informational purposes and required no action.

Item I.c, Review of Internal Audit Reports, consisted of discussion of internal audit reports issued by the system's internal auditors during the last quarter. CAE Birchett discussed three audit reports with the Committee: East Tennessee State University, *Department of Art and Design – Procurement and Study Abroad*; Southwest Tennessee Community College, *Federal Work Study Program* and *Tuition Statements*. The committee discussed internal

controls and the corrective actions needed in relation to the issues noted in the reports. Chancellor Morgan commented that issues noted in the ETSU report, with the study abroad program, would be reviewed by the Business Affairs Sub-Council.

CAE Birchett also discussed a summary of recent recommendations resulting from information systems audits completed by System-wide Internal Audit. 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 1.d., Review of Audits of CCTA Efficiency and Other Outcomes, included a summary of the results from internal audits of each TBR university and community college regarding certain outcomes used in the State's higher education funding formula. The committee discussed various key aspects of the funding formula in relation to the recent CCTA internal audits. This item was for informational purposes and required no action.

Item II, Legislation Regarding Notification of Security Issues, Public Chapter 42, passed by the legislature this year and signed into law on March 27, 2015 was discussed. This statute requires that "any confirmed or suspected

unauthorized acquisitions of computerized data and any confirmed or suspected breach of a computer information system or related security system established to safeguard the data and computer information system” be reported to the Comptroller of the Treasury within 5 days. Regent Griscom encouraged incorporating this requirement into Board policy. This item was for informational purposes and required no action.

Item III, Review of Revisions to Fiscal Year 2015 Internal Audit Plans, presented the committee with revised audit plans for the institutions and system office as of April 30, 2015. CAE Birchett commented that most were made because of efforts focused on higher priority issues, including special requests or investigations and changes in staff availability. The Committee voted to approve the audit plans as presented. The audit plans are included as Attachment C to these minutes.

Item IV, Review of Proposed Budget for System-wide Internal Audit, was a discussion of the fiscal year 2016 budget and chargeback to the institutions for the Office of System-wide Internal Audit. Committee Chairman Griscom asked the Chancellor and Vice Chancellor for Business and Finance if they supported the budget as presented; both stated they did.

By roll call vote, the Committee voted to approve the budget and chargeback as presented.

Item V, Overview of the Risk Assessment Process, was provided to the committee to describe the process used by management to evaluate risk and controls each year. The next Audit Committee meeting agenda will include the risk and control assessments for the system office, universities and community colleges. Blayne Clements, the Assistant Director of System-wide Internal Audit, made a brief presentation explaining the risk assessment process.

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
May 27, 2015
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
Middle Tennessee State University	June 30, 2014	Unmodified Opinion	One finding identified as a significant deficiency, but not as a material weakness	No instances of noncompliance required to be reported	1
<p>Finding 1 – The university did not provide adequate internal controls in one specific area</p> <p>The university did not design and monitor internal controls in one specific area. The audit observed a condition in violation of 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 Code Annotated</i>.</p> <p>Management's Comment – Management concurred with the finding and recommendation. Management responded that appropriate procedures have been implemented to ensure the condition has been remedied, including effective controls for ensuring compliance and assignment of personnel to monitor the processes and mitigate deficiencies should they occur.</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>					

Tennessee Board of Regents
Audit Committee
May 27, 2015
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
Jackson State Community College	June 30, 2014 and June 30, 2013	Unmodified Opinion	One finding identified as a significant deficiency, but not as a material weakness	No instances of noncompliance required to be reported	1
<p>Finding 1 – The college did not provide adequate internal controls in one specific area</p> <p>The college did not design and monitor internal controls in one specific area. One condition was observed to be in violation of college policies and/or industry-accepted best practices. Inconsistent implementation of internal controls increases the risk of fraudulent activity. The details of these findings are confidential pursuant to Section 10-7-504(i) <i>Tennessee Code Annotated</i>.</p> <p>Management's Comment – Management concurred with the finding and recommendation. Management responded they will modify policies, procedures, and controls to ensure proper internal controls are in place for this specific area. Management also stated the risk assessment will be modified to include this area to be monitored on an on-going basis.</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

Internal Audit Reports and Investigations Issued During the Quarter

Internal Audit Reports for Review with the Committee

ETSU	Department of Art and Design – Procurement and Study Abroad
STCC	Federal Work Study Program
STCC	Tuition Statements

Internal Audit Reports for Informational Purposes

TTU	Equipment
UOM	Lambuth Campus
ChSCC	Athletic Eligibility
CISCC	Workforce Development – Revenue & Expenses
CISCC	Financial Aid – Title IV Consumer Information
PSCC	Disbursements
STCC	Industrial Readiness Grants

Internal Audit Follow-Up Reports for Informational Purposes

NeSCC	Follow-Up to State Audit FYE 2013-2012
WSCC	Follow-Up to State Audit FYE 2013-2012

TCAT Operational Audits for Informational Purposes

Chattanooga	Focused Review of Operations
Crossville	Focused Review of Operations
Livingston	Focused Review of Operations
Nashville	Focused Review of Operations
Shelbyville	Focused Review of Operations

Information Technology for Informational Purposes

APSU	General Controls Review
ETSU	PCI DSS Compliance Readiness
TSU	General Controls Review
CISCC	General Controls Review
RSCC	General Controls Review
TBR	Research and Assessment’s Data Reporting Process

Internal Audit Investigations for Informational Purposes

MTSU	Athletics – Football Office Theft
TTU	Use of Facilities for Personal Business
STCC	Hiring Allegation

Attachment C

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

Austin Peay State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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			
Required by Athletic Affi	R	AT	OVC Spec Asst/Stud Ath Opp Fund	125	125	0	0%	120	5	4%	August 2014	Completed	
Required by State Aud	F	FM	State Audit Follow-Up	100	100	0	0%	25	75	75%	June 2015	In Progress	
Required by TBR	M	IS	Risk Assessment-Institutional Support	75	75	0	0%	45	30	40%	May 2015	In Progress	
Required by TBR	M	FM	Risk Assessment-Ancillary and Auxillary	75	75	0	0%	45	30	40%	May 2015	In Progress	
Required by TBR	M	IA	Risk Assessment-Instr & Acad Support	75	75	0	0%	45	30	40%	May 2015	In Progress	
Required by IA	R	IS	Quality Assessment Review	25	25	0	0%		25	100%	June 2015	Scheduled	
Required by TBR	R	SS	CCTA Funding Formula-Completion	250	75	(175)	-70%	FN 1	60	15	20%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	75	(75)	-50%	FN 2	70	5	7%	May 2015	Completed
Brought forward	S	SS	Higher Education Act Compliance	250	225	(25)	-10%		185	40	18%	June 2015	In Progress
Special Request	S	IA	Study Abroad Programs	250	250	0	0%		250	100%	June 2015	Scheduled	
Investigation	I	IS	Unscheduled Investigations	150	150	0	0%		60	90	60%	May 2015	In Progress
Consulting	C	FM	UBIT and Sales Tax reporting	200	200	0	0%		40	160	80%	May 2015	In Progress
Consulting	C	IS	General Consultation	200	300	100	50%		275	25	8%	June 2015	In Progress
Ongoing	P	FM	Procurement Card-Review	150	150	0	0%		175	(25)	-17%	Ongoing	In Progress
Ongoing	P	FM	Travel Claim Review-Ongoing	300	300	0	0%		325	(25)	-8%	Ongoing	In Progress
1	A	PP	Emergency Preparedness	150	150	0	0%			150	100%	June 2015	Scheduled
			Totals	2525	2350				1470				

Estimate-Hours Available For Audits = 2335 (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 - Auxillary	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 Original budget hours included previous year hours

² Overestimated time to complete

East Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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)	100	100	0	0%	35	65	65%	July 2014	Completed	
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	200	0	0%	18	182	91%	May 2015	In Progress	
Required by State Audit	R	FM	Cash Counts/Inventories	40	40	0	0%		40	100%	June 2015	Scheduled	
Required by CPB	R	FM	WETS-FM	250	250	0	0%	158	92	37%	December 2014	Completed	
Required by Bank	R	IT	NACHA Web Transactions Data Security	125	125	0	0%		125	100%	May 2015	Scheduled	
	F	FM	State Audit Follow-Up	20	0	(20)	-100%	FN 8	0	100%	-	Removed	
	F	IS	Internal Audit Follow-Ups	425	425	0	0%		374	51	12%	Various	In Progress
	M	FM	Risk Assessments	40	40	0	0%		40	100%	May 2015	Scheduled	
Brought forward	I	IA	Investigation 14-02	50	100	50	100%	FN 3	122	(22)	-22%	November 2014	Completed
Brought forward	I	IA	Investigation 14-04	50	50	0	0%		3	47	94%	July 2014	Completed
Brought forward	I	AT	Investigation 14-05	150	250	100	67%	FN 10	223.5	27	11%	November 2014	Completed
	I	IA	Investigation 15-01		15	15	100%		20.5	(6)	-37%	January 2015	Completed
	I	SS	Investigation 15-02		20	20	100%		14.5	6	28%	October 2014	Completed
	I	IS	Investigation 15-03		35	35	100%	FN 6	29.5	6	16%	May 2015	In Progress
	I	PP	Investigation 15-04		40	40	100%	FN 6	32	8	20%	May 2015	In Progress
	I	IA	Investigation 15-05		350	350	100%	FN 12	302.5	48	14%	May 2015	In Progress
	I	IS	Unscheduled Investigations	100	0	(100)	-100%	FN 11	0	100%	-	Removed	
	C	IS	General Consultation	75	75	0	0%		28	47	63%	Ongoing	In Progress
	C	IT	IT Consulting	75	75	0	0%		160.5	(86)	-114%	Ongoing	In Progress
	P	IT	PCI Compliance Scans	250	250	0	0%		250	100%	Ongoing	Scheduled	
	P	IS	Automated Workpapers Project		75	75	100%		41.5	34	45%	Ongoing	In Progress
Special request	S	SS	Student/University Health Billing Practices	250	250	0	0%		201	49	20%	May 2015	In Progress
Special request	S	FM	University Advancement		200	200	100%	FN 2	71	129	65%	June 2015	In Progress
Special request	S	IT	PCI Compliance Readiness Audit		200	200	100%	FN 4	210.5	(11)	-5%	March 2015	Completed
Special request	S	IT	Third Party Server Audit		150	150	100%	FN 5	101	49	33%	May 2015	In Progress
Special request	S	IA	Medical Library		175	175	100%	FN 12	9	166	100%	June 2015	In Progress
Brought forward	A	FM	Travel	250	400	150	60%	FN 7	371.5	29	7%	May 2015	In Progress
Brought forward	A	IS	Natural History Museum		25	25	100%	FN 1	23	2	8%	October 2014	Completed
1T	A	AD	Professional Development	200	0	(200)	-100%	FN 6		0	100%	-	Removed
1T	A	FM	Technology Access Fee	200	200	0	0%		158	42	21%	June 2015	In Progress
1T (IT)	A	IT	Backup & Recovery of OIT Processes & Data	200	0	(200)	-100%	FN 5		0	100%	-	Removed
1T (IT)	A	IT	Incident Readiness & Response	200	200	0	0%		181	19	10%	September 2014	Completed
2	A	AT	NCAA Compliance	300	300	0	0%		106	194	65%	June 2015	In Progress
2 (IT)	A	IT	Web Application Security	150	150	0	0%			150	100%	June 2015	Scheduled
3	A	FM	Contracts & Agreements	250	250	0	0%		9	241	96%	June 2015	In Progress
3 (IT)	A	IT	OIT Policies & Procedures Review	175	175	0	0%		143.5	32	18%	June 2015	In Progress
4T	A	SS	Financial Aid Administration	300	300	0	0%		69	231	77%	June 2015	In Progress
4T	A	PP	Physical Plant	300	0	(300)	-100%	FN 9		0	100%	-	Removed
4T	A	FM	Cash Receipts/Bursar	250	0	(250)	-100%	FN 2		0	100%	-	Removed
			Totals	4975	5490				3216				

Estimate-Hours Available For Audits = 4385 (2 staff auditors and 1 IT auditor for 12 months plus one staff auditor for 9 months)

T--Tie

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 - Audit plan due prior to end of fiscal year. Audit not completed by 6/30/14 as anticipated.
- FN 2 - Cash Receipts Audit was removed from the plan due to a University Advancement special request.
- FN 3 - Budget hours were exceeded due to concerns from management that arose during the audit report process resulting in numerous revisions.
- FN 4 - Previous audit, named Network Security, was changed to PCI Compliance Readiness Audit to properly clarify the scope of the audit. This PCI audit was requested by IT management because of the new PCI requirements effective 1/1/15.
- FN 5 - Backup & Recovery of OIT Processes removed due to a Third Party Server audit special request by the ITGC committee due to concerns that arose in the past and the high risk associated with outside vendors.
- FN 6 - Professional Development audit removed due to two investigations.
- FN 7 - Increased travel audit hours due to a change in audit personnel
- FN 8 - Removed since there were no State Audit findings.
- FN 9 - Physical Plant audit was removed due to vacant staff position for approximately 3 months
- FN 10 - Original budget hours were exceeded because of multiple issues that arose during the course of the review.
- FN 11 - Hours budgeted for unscheduled investigations were reallocated to the four new investigations opened in FY2015.
- FN 12 - The Medicial Library special request audit and one investigation was added since the January 31, 2015 audit plan revision. No schedule audits were available to remove.

**Middle Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015**

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	250	200	400%	(5)(6)	225	25	10%	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	0%	(1)	13	0	0%	July 24, 2014	Completed
Brought Forward, Required by TBR	R	SS	Funding Formula-Transfers & Others	200	200	0	0%		94	106	53%	May 2015	In Progress
Required by TBR	M	IS	Risk Assessment	50	50	0	0%		7	43	86%	May 2015	In Progress
	F	IS	State Audit Follow-Up or Assistance	50	50	0	0%		7	43	86%	June 2015	In Progress
Project Added	P	IS	Project Electronic Work Papers	0	250	250	0%	(5)	139	111	44%	June 2015	In Progress
Required by NCAA	R	AT	Football Attendance Fall 2014	250	237	(13)	-5%	(9)	237	0	0%	February 9, 2015	Completed
Management	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%		30	20	40%	June 2015	In Progress
Consulting	C	IS	General Consultation	150	100	(50)	-33%	(5)(10)	55	45	45%	June 2015	In Progress
Consulting	C	IS	Consulting: Blue Print Solutions	0	200	200	0%	(2)	190	10	5%	June 2015	In Progress
Consulting	C	IA	Consulting: Tucker Theatre	0	220	220	0%	(5)(7)	190	30	14%	June 2015	In Progress
Follow-up	F	IS	Follow-up of Prior Recommendations	100	45	(55)	-55%		0	45	100%	June 2015	In Progress
Brought Forward, Follow-up	F	IT	Follow-up: Classroom Technology	0	7	7	0%		7	0	0%	August 6, 2014	Completed
Follow-up	F	IA	Follow-up: Dance Program	0	293	293	0%	(5)	293	0	0%	March 30, 2015	Completed
Brought forward	I	SS	Investigation 14-02	150	250	100	67%	(10)(11)	199	51	20%	June 2015	In Progress
Brought forward	I	SS	Investigation 12-04	0	60	60	0%	(1)	14	46	77%	June 2015	In Progress
Brought forward	I	IA	Investigation 13-01	0	60	60	0%	(1)	11	49	82%	June 2015	In Progress
Brought forward	I	IS	Investigation 13-03	0	48	48	0%	(1)	48	0	0%	February 27, 2015	Completed
Brought forward	I	PP	Investigation 13-04	0	60	60	0%	(1)	9	51	85%	June 2015	In Progress
Special Request	I	IS	Unscheduled Investigations	500	0	(500)	-100%	(1)	0	0	0%	n/a	Removed (1)
Investigation	I	IS	Investigation 15-01	0	150	150	0%	(1)(5)	84	66	44%	June 2015	In Progress
Investigation	I	IS	Investigation 15-02	0	150	150	0%	(1)(5)	101	49	33%	June 2015	In Progress
Investigation	I	AT	Investigation 15-03	0	30	30	0%	(9)	30	0	0%	March 31, 2015	Completed
Investigation	I	IA	Investigation 15-04	0	75	75	0%	(9)	9	66	88%	June 2015	In Progress
Investigation	I	IA	Investigation 15-05	0	32	32	0%	(9)	0	32	100%	June 2015	In Progress
Brought forward, Special Request	S	IA	Pcard Departmental Review	0	30	30	0%	(3)	16	14	47%	June 2015	In Progress
Special Request	S	IS	Assisting a Dept. with Caller Complaint	0	40	40	0%	(4)	40	0	0%	October 31, 2014	Completed
Special Request	S	RS	Confucius Institute	0	200	200	0%	(8)	80	120	60%	June 2015	In Progress
1	A	FM	Rental Property Management	250	580	330	132%	(12)	465	115	20%	June 2015	In Progress
2	A	FM	Food Service Commissions	250	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
3T	A	AT	Athletic Concessions Revenue	250	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
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	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
4T	A	AT	Athletic Camps and Clinics	250	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
5T	A	AD	Foundation	250	0	(250)	-100%	(5)	0	0	0%	n/a	Removed (5)
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				2783				

Estimated Hours Available For Audits = 3,860 which excludes 1,200 contract audit hours. (4 audit staff) Don't expect to use all the 1,200 contract audit hours.

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 and for new investigations started in FY2015.
- (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 by management or taking additional audit hours.
- (6) There were not enough hours included in the original budget to perform surprise counts at each location and for FY 2015 counts.
- (7) Assisted department with procedures for cash receipting and recording of expenses for a new computerized ticketing system.
- (8) Requested by management and the funding agency. Audit hours increased to complete planned work.
- (9) Investigation added and audit hours reallocated from time not used for completed and/or canceled projects.
- (10) Audit hours reduced to reallocated hours to investigation requiring additional time.
- (11) Project requiring more time to complete due to disorder of records.
- (12) Project requiring more time to complete due to changes in personnel and volume of detailed documentation.

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

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 Affiliate	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 2014	175	175	0	0%	30	145	83%	July 2015	
	M	SS	Risk Assessment-Student Services	50	50	0	0%	20	30	60%	May 2015	In Progress
	M	PP	Risk Assessment-Physical Plant	50	50	0	0%	20	30	60%	May 2015	In Progress
	M	RS	Risk Assessment-Research	50	50	0	0%	20	30	60%	May 2015	In Progress
	P	IS	Quality Assessment Review	25	25	0	0%	25	0	0%	February 2015	Completed
Brought forward	I	IS	Investigation 14-02	100	100	0	0%	45	55	55%	March 2015	In Progress
	I	IS	Investigation 15-01	100	100	0	0%	85	15	15%	November 2014	Completed
	I	SS	Investigation 15-02	100	100	0	0%	90	10	10%	November 2014	Completed
	I	IA	Investigation 15-03	220	250	30	14%	245	5	2%	March 2015	In Progress
	I	IS	Investigation 15-04	20	20	0	0%	20	0	0%	January 2015	Completed
			Investigation 15-05	0	100	100	N/A	50	50	50%	July 2015	In Progress
	I	SS	Investigation 15-06	0	400	400	N/A	280	120	30%	May 2015	In Progress
	P	FM	Cash Counts	10	10	0	0%	10	0	0%	June 2015	Completed
	I	FM	Unscheduled Investigations	50	5	(45)	-90%	5	0	0%	June 2015	
	C	FM	Consultation-Conflict of Interest	100	100	0	0%	80	20	20%	June 2015	In Progress
	C	IA	General Consultation	300	275	(25)	-8%	275	0	0%	June 2015	
Required by TBR	R	SS	CCTA Funding Formula-Completion	225	225	0	0%	215	10	4%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	250	250	0	0%	240	10	4%	May 2015	Completed
1	A	IS	Evidence Room	200	125	(75)	-38%	25	100	80%	June 2015	
2	A	IT	Disaster Recovery	225	0	(225)	N/A	0	0	N/A	June 2015	Removed
3	A	FM	Payroll	200	100	(100)	-50%	0	100	100%	May 2015	
4	A	SS	Financial Aid	0	100	100	N/A	FN 1	25	75%	April 2015	
Brought forward	R	IS	Human Resources	75	75	0	0%	35	40	53%	June 2015	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	20	30	60%	April 2015	Completed
			Totals	2675	2885			2002				

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:

(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.

**Tennessee Tech University
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015**

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	FM	President's Expenses	200	200	0	0%	243.5	(44)	-22%	October 2014	Completed	
Required	R	SS	CCTA Funding Formula-Completion (2013 Data)	120	120	0	0%	102.5	18	15%	July 2014	Completed	
Required	R	SS	CCTA Funding Formula-Transfers & Other	120	95	(25)	-21%	FN 4	62	33%	May 2015	In Progress	
Required	F	FM	State Audit Follow-Up	60	60	0	0%	FN 4	75	(15)	-25%	December 2014	Completed
Required	M	RS	Risk Assessment-Research	25	25	0	0%		15	10	40%	May 2015	In Progress
Required	M	SS	Risk Assessment-Student Services	25	25	0	0%		30	(5)	-20%	May 2015	In Progress
Required	M	IS	Risk Assessment-Institutional Support	35	35	0	0%		15	20	57%	May 2015	In Progress
Required	M	IS	Risk Assessment-Enterprise-wide	35	35	0	0%		11	24	69%	May 2015	In Progress
Required	R	IS	Follow-Up to Internal Audits	50	50	0	0%		40	10	20%	TBD	In Progress
Required	I	IS	Unscheduled Investigations	200	65	(135)	-68%	FN 5	0	65	100%	TBD	Scheduled
Required	I	IS	Investigation 15-01	0	5	5	100%	FN 5	5	0	0%	October 2014	Completed
Required	I	IS	Investigation 15-02	0	8.5	9	100%	FN 5	8.5	0	0%	November 2014	Completed
Required	I	IS	Investigation 15-03	0	1.5	2	100%	FN 5	1.5	0	0%	December 2014	Completed
Required	I	IA	Investigation 15-04	0	45	45	100%	FN 5	45	0	0%	April 2015	Completed
Required	I	IT	Investigation 15-05 & 15-06	0	60	60	100%	FN 5	39	21	35%	June 2015	In Progress
Required	I	IT	Investigation 15-07	0	10	10	100%	FN 5	10	0	0%	April 2015	Completed
Required	I	IT	Investigation 15-08	0	5	5	100%	FN 5	5	0	0%	April 2015	Completed
Required	C	IS	General Consultation	50	25	(25)	-50%	FN 11	8	17	68%	TBD	In Progress
Mgmt Req	C	IA	Nursing Consultation	0	60	60	100%	FN 11	8	52	87%	June 2015	In Progress
Brought Forward	A	FM	Equipment	150	360	210	140%	FN 2	360	0	0%	April 2015	Completed
Brought Forward	A	IT	Payment Card Industry	100	100	0	0%	FN 4	40	60	60%	June 2015	In Progress
Required	R	FM	Inventory Observations	75	90	15	20%	FN 3	51	39	43%	August 2014	Completed
Required	R	AT	Student Assistance Funds	75	75	0	0%		73	2	3%	August 2014	Completed
Mgmt Req	P	FM	Procard Reviews	350	710	360	103%	FN 8	687	23	3%	June 2015	In Progress
Mgmt Req	P	RS	Sponsored Program Review	180	300	120	67%	FN 8	41	259	86%	June 2015	In Progress
	P	IS	Electronic Work Papers	0	120	120	100%	FN 6	103	17	14%	June 2015	In Progress
1	A	IS	Minors on Campus	0	250	250	100%	FN 1, 4	71	179	72%	July 2015	In Progress
2	A	FM	Accounts Receivable	250	440	190	76%	FN 2, 4	413	27	6%	May 2015	In Progress
3	A	FM	Receipts	250	0	(250)	-100%	FN 4, 10	0	0		No longer scheduled	Removed
3T, 10	A	FM	Procard	150	0	(150)	-100%	FN 7	0	0		No longer scheduled	Removed
Required	M	AD	Risk Assessment-Advancement	25	0	(25)	-100%	FN 9	0	0		No longer scheduled	Removed
			Totals	2525	3375			2563					

Estimate-Hours Available For Audits = 3040 (2 audit staff and part of Administrative Associate's time) - see note 8

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 Minors on Campus audit was added to the universe at the President's request and ranked #1 after the risk analysis revision.
- 2 The Equipment and A/R audits have required significantly more time. They are significantly more complicated than in years past, requiring much more testwork.
- 3 Many of the Inventory Observation hours will be spent in June 2015 working toward the Inventory Observations audit that will be published in August 2016.
- 4 The anticipated completion date has changed.
- 5 As investigations surface, the hours spent on specific investigations reduce the unscheduled investigations budgeted hours and are added to the specific investigation.
- 6 Served on team to evaluate automated work papers for TBR auditors group. It was an estimated budget number; the actual time spent was less due to other priorities.
- 7 Risk analysis revision (due to marked increase in number and depth of reviews) moved Procard Audit from #3T to #10.
- 8 Adm. Ass has been able to spend less time on administrative duties than anticipated, allowing more time for Procard and other needed reviews and adding to our available audit hours-up to 3040 from 2490.
- 9 This area's ERM was rescheduled to 2015-16 because of actual and anticipated key personnel changes.
- 10 This area was removed because increases in equipment, accounts receivable, and other audits' hours left us without sufficient time to complete the audit in 2014-15.
- 11 A general Nursing consultation has evolved into a more significant project, and it appears that general consulting overall will not consume the hours originally budgeted.

University of Memphis
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of 04/30/2015

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			
1T	A	AD	Risk Assessment-Review of Internal Controls-Risk Footprints-Advancement	350	125	(225)	-64%	FN 4	124	1	1%	October 2014	Completed
1T	A	IT	Risk Assessment-Review of Internal Controls-Risk Footprints-Information Technology	350	0	(350)	-100%	FN 10		0		May 2015	Canceled
1T	A	RS	Risk Assessment-Review of Internal Controls-Risk Footprints-Research	400	185	(215)	-54%	FN 4	182	3	2%	January 2015	Completed
2	A	AX	Hotel Conference Center-Management Contract (Holiday Inn & Fogelman)	300	300	0	0%		260	40	13%	January 2015	Completed
3T	A	FM	Data Analytics-Payroll & Accounts Payable (Continuous)	350	350	0	0%	FN 11	215	135	39%	June 2015	In Progress
3T	A	FM	Fixed Assets (Continuous)	330	330	0	0%		286	44	13%	June 2015	In Progress
3T	A	FM	Procurement Cards (Continuous)	350	350	0	0%		288	62	18%	June 2015	In Progress
4T	A	FM	International Travel	200	120	(80)	-40%	FN 4	115	5	4%	October 2014	Completed
4T	A	FM	Lambuth Campus	250	250	0	0%	FN 7	272	(22)	-9%	March 2015	Completed
5	A	IT	Information Technology-Data Security-Mobile Devices (Laptop Encryption, etc)	300	0	(300)	-100%	FN 6		0			Canceled
6	A	IT	Information Technology-PCI Compliance (Credit Card Processing)	250	0	(250)	-100%	FN 6		0			Canceled
7	A	SS	Study Abroad Program & International Area	350	350	0	0%		356	(6)	-2%	May 2015	In Progress
8	A	AT	Athletics Ticket Distribution - Compliance with TBR and UOM Policies	150	250	100	67%	FN 12	110	192	77%	June 2015	In Progress
	S	RS	Confucius Institute	0	120	120	100%	FN 9	96	24	20%	July 2015	In Progress
	C	IT	Network Security Port Controls	0	120	120	100%	FN 8	86	34	28%	January 2015	Completed
	S	FM	Government Relations	0	120	120	100%	FN 8	80	40	33%	December 2014	Completed
	F	IT	Follow-up State IT Audit	0	250	250	100%	FN 5	190	60	24%	May 2015	In Progress
	C	IS	General Consultation (includes attorney client projects)	200	400	200	100%	FN 1	241	159	40%		In Progress
	C	IT	General Consultation - IT	100	500	400	400%	FN 2	517	(17)	-3%		In Progress
	F	FM	Follow-up FY14 Audits	100	130	30	30%		115	15	12%	June 2015	In Progress
	F	FM	Follow-up State Audit Findings FY13	100	100	0	0%		108	(8)	-8%	July 2014	Completed
	M	FM	Risk Assessment-Financial Management	80	80	0	0%		55	25	31%	May 2015	In Progress
	P	FM	W2 Process-Returned Addresses (Mang Request)	80	80	0	0%		65	15	19%	June 2015	In Progress
	R	FM	Inventory Observation for State Auditors (Mang Request)	80	80	0	0%		38	42	53%	June 2015	In Progress
	R	FM	Cash Counts for State Auditors (Mang Request)	0	120	120	100%	FN 3	92	28	23%	June 2015	In Progress
	R	IT	Information Technology-ACH (Bank Contract)-NACHA	80	80	0	0%		52	28	35%	June 2015	In Progress
	R	SS	CCTA Funding Formula-Part 3	150	150	0	0%		122	28	19%	May 2015	In Progress
	I	IS	Unscheduled Investigations	400	400	0	0%		369	31	8%		
	I	PP	15-001	0	20	20	100%		16	4	20%	Sept 2014	Completed
	I	PP	15-002	0	5	5	100%		5	0	0%	Sept 2014	Referred
	I	IA	15-003	0	45	45	100%		40	5	11%	Nov 2014	Completed
	I	IS	15-004	0	5	5	100%		5	0	0%	Sept 2014	Referred
	I	IA	15-005	0	100	100	100%		86	14	14%	March 2015	Completed
	I	IA	15-006	0	5	5	100%		13	(8)	-160%	December 2014	Referred
	I	IA	15-007	0	120	120	100%		122	(2)	-2%	April 2015	Completed
	I	IS	15-008	0	35	35	100%		28	7	20%	June 2015	In Progress
	I	PP	15-009	0	60	60	100%		54	6	10%	June 2015	In Progress
			Totals	5,300	5,340				4,434				

Estimate-Hours Available For Audits = 5,320 (4 audit staff)(The Audit Plan is being evaluated by Management and adjustments will be made later in the fiscal year)

T-Tie

NOTE: UOM was transitioning to a new President when the FY2015 audit plan was prepared - Subject to Revision During the Fiscal Year

Footnotes:

- [1] Additional hours added to consultation per Management request.
- [2] Additional hours added to IT consultation per Management request to provide assistance with 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 expanded to include additional areas per Management request.
- [8] Special request from Management.
- [9] Special request from Management due to audit request from outside funding source. Moved to Legal. IA will provide assistance.
- [10] All areas on the UOM IT risk assessment were audited by the State IT Audit group. (very broad & comprehensive IT audit by State IT audit group) UOM Management agreed & hours reallocated to other audits & projects.
- [11] Hours reallocated to other audits and projects per Management request.
- [12] Scope expanded to include other ticket office areas. Change in management.

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
- Canceled

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

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%	1	29	97%	June 2015	Scheduled	
Required by TBR	R	SS	CCTA Funding Formula-Completion	40	40	0	0%	40	0	0%	July 2014	Completed	
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	125	125	0	0%	41	84	67%	May 8, 2015	Scheduled	
Required by TBR	M	SS	Risk Assessment-Student Services	40	40	0	0%	2	38	95%	May 2015	Scheduled	
Special Request	P	IS	Special Project - Electronic Workpapers	50	50	0	0%	50	0	0%	December 2014	Completed	
Special Request	P	IS	Special Project - Audit Software	100	140	40	40%	FN1	115	25	18%	June 2015	In Progress
Special Request	S	IS	Volkswagon Academy	160	160	0	0%	36	124	78%	June 2015	In Progress	
	R	FM	Year End Cash Counts and Inv FYE 2014	8	8	0	0%	7	1	13%	July 2014	Completed	
	R	FM	Year End Cash Counts and Inv FYE 2015	22	22	0	0%	0	22	100%	June 2015	Scheduled	
	I	IS	Unscheduled Investigations	160	160	0	0%	100	60	38%	TBD	In Progress	
	C	IS	General Consultation	80	120	40	50%	FN2	79	41	34%	June 2015	In Progress
	F	IS	Follow-up Reviews	100	100	0	0%	33	67	67%	TBD	In Progress	
Management Request	S	PP	Police Department Compliant Review	80	80	0	0%	79	1	1%	December 2014	Completed	
Management Request	S	IT	NACHA Security Audit	0	0	0	0%	0	0	0%	March 2015	Removed	
Management Request	C	IA	Continuing Education Business Processes - Staffing, Fees, Class Development	120	120	0	0%	145	(25)	-21%	August 2014	Completed	
Brought forward	A	AT	Athletic Eligibility	85	85	0	0%	85	0	0%	December 2014	Completed	
Brought forward	A	AT	Athletic Financial Aid	15	15	0	0%	25	(10)	-67%	September 2014	Completed	
Brought forward	A	IT	IT Disaster Recovery Plan Audit	20	20	0	0%	20	0	0%	July 2014	Completed	
1	A	IS	Human Resources	0	0	0	0%	0	0	0%	June 2015	Removed	
2T	A	FM	Accounts Receivable	120	0	(120)	-100%	FN3	0	-100%	August 2015	Removed	
2T	A	FM	Payroll	100	0	(100)	-100%	FN3	0	-100%	June 2015	Removed	
3T	A	PP	Mail Services	80	80	0	0%	75	5	6%	October 2014	Completed	
3T	A	PP	Shipping and Receiving	60	60	0	0%	60	0	0%	December 2014	Completed	
3T	A	FM	Bank Reconciliations	90	150	60	67%	FN4	115	35	23%	Draft - May 7, 2015	In Progress
			Totals	1685	1605				1108				

Estimate-Hours Available For Audits = 1605 (1 audit staff + .5 audit staff. Staff position vacant from September 1, 2014 - January 5, 2015 and June 1 - June 30, 2015)

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) Additional hours needed to learn software.
- (2) Hours added for increase in Consultation requests due to changes on campus.
- (3) Project Removed due to loss of staff and other project needs..
- (4) Hours added for new staff auditor.

Cleveland State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30 2015

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		
	F	SS	Audit Follow-Up	30	30	0	0%	25	5	17%	July 2014	Completed
	M	SS	Risk Assessment-Student Services	45	45	0	0%	8	37	82%	May 2015	In Progress
	M	IS	TCAT Risk Assessment-Enterprise-wide	30	30	0	0%	20	10	33%	February 2015	Completed
	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%	225	(25)	-13%	November 2014	Completed
	C	IS	General Consultation	50	50	0	0%	60	(10)	-20%	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%	50	150	75%	December 2014	In Progress
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	0	(175)	-100%		0	0%	(2) September 2014	Removed
Special Request	S	IA	OneSource (Workforce Development)	0	125	125		125	0	0%	(2) February 2015	Completed
Special Project	P	IS	Special Project Audit Software	0	75			60			(3) June 2015	In Progress
			Totals	1205	1130			723				

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.

(2) Due to Special request by President one audit added and one audit removed

(3) Automated workpapers implementation

Columbia State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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			
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-Other Data	150	160	10	7%	(3)	100	60	38%	May 2015	In Progress
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	50	10	25%	(3)	0	50	100%	May 2015	Scheduled
	M	IS	Hohenwald Risk Assessment	30	18	(12)	-40%	(3)	18	0	0%	February 10, 2015	Completed
	M	IS	Pulaski Risk Assessment	30	21	(9)	-30%	(3)	21	0	0%	February 9, 2015	Completed
	C	IS	General Consultation	180	50	(130)	-72%	(1)(2)(3)	8	42	84%	June 2015	In Progress
			Totals	600	600				448				

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

On May 1, 2015, a Director of Internal Audit began work at CoSCC.

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 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.
- (3) Audit hours not used for TCAT risk assessment were reallocated to projects in progress (Funding Formula-Other Data and General Consultation) or scheduled (Risk Assessment).

Dyersburg State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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	I	IA	DSCC-NV1303-FU - Nursing Donation-03052013	20	20	0	0%	19	1	5%	March 2015	Completed
Required by TBR	R	SS	DSCC-IAR-CCTA Funding Formula-Transfers & Other-04012015	150	150	0	0%	85.5	65	43%	May 2015	In Progress
Special Request	S	IA	DSCC - IAR-Faculty Sick Leave-04302015	50	50	0	0%		50	100%	May 2015	Scheduled
Required by TBR	M	PP	DSCC-RA-Risk Assessment-Physical Plant-05312015	62.5	47.75	(15)	-24%	26.5	21	45%	May 2015	In Progress
Required by TBR	M	AD	DSCC-RA-Risk Assessment-Institutional Advancement-05312015	70	53	(17)	-24%	19	34	64%	May 2015	In Progress
Required by TBR	M	IA	DSCC-RA-Risk Assessment-Instruction & Academic Support-05312015	75	58	(17)	-23%	24.5	34	58%	May 2015	In Progress
	I	IS	Unscheduled Investigations	35	35	0	0%	31	4	11%	June 2015	In Progress
	C	IS	General Consultation	35	35	0	0%	46.5	(12)	-33%	June 2015	In Progress
Special Request	S	PP	DSCC-IAR-Building Security/Key Control-06302015	50	50	0	0%		50	100%	June 2015	Scheduled
Required by TBR	R	FM	Year-end Bank Confirmations	30	30	0	0%		30	100%	June 2015	Scheduled
			Totals	577.5	528.75			252				

Estimate-Hours Available For Audits = 528.75

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:

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

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	Percentag e			
Required by TBR	R	SS	CCTA Funding Formula - Completion (2013 Data)	150	100	0	0%	FN 1	99	1	1%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula - Transfers and Other	150	150	0	0%		16	134	89%	December 2014	In Progress
Required by TBR	M	PP	JSCC Risk Assessment - Physical Plant	80	80	0	0%			80	100%	May 2015	
Required by TBR	M	IS	TCAT Risk Assessment - Covington	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Crump	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Jackson	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - McKenzie	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Newbern	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Paris	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Ripley	25	25	0	0%		2	23	92%	February 2015	Completed
Required by TBR	M	IS	TCAT Risk Assessment - Whiteville	25	25	0	0%		2	23	92%	February 2015	Completed
Required by State Audit	R	FM	Year-end Bank Confirmations	30	30	0	0%			30	100%	May 2015	
Brought forward	A	PP	Emergency Preparedness	150	40	(110)	-73%	FN 2	37.5	3	6%	August 2014	Completed
Brought forward	F	IT	Follow up Review - IT Governance	30	30	0	0%		25	5	17%	March 2015	Completed
Brought forward	F	IT	Follow up Review - Data Security	30	30	0	0%		25	5	17%	March 2015	In Progress
Brought forward	F	IS	Follow up Review - Cash Receipting	30	30	0	0%		25	5	17%	March 2015	Completed
Consulting	C	IS	General Consultation	100	150	50	50%	FN 3	103	47	31%	June 2015	
1	A	SS	Financial Aid	250	250	0	0%		98.5	152	61%	June 2015	
JSCC 15-01	I	SS	Fraudulent Financial Aid Check	0	100	100			43	57	57%	March 2015	In Progress
			Totals	1200	1190				488				

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:

- (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.
- (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.
- (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 April 30, 2015

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	52	52	100%	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%	24	126	84%	May 2015	Scheduled
	M	IS	MSCC Risk Assessment - Academic Affairs and Instruction	40	25	(15)	-38%	1	24	96%	May 2015	Scheduled
	M	SS	MSCC Risk Assessment - Student Services		25	25	100%	0	25	100%	May 2015	Scheduled
	M	PP	MSCC Risk Assessment - Physical Plant		25	25	100%	0	25	100%	May 2015	Scheduled
	M	IS	McMinnville Risk Assessment	25	25	0	0%	15	10	40%	February 2015	Completed
	M	IS	Murfreesboro Risk Assessment	25	25	0	0%	45	(20)	-80%	February 2015	Completed
	M	IS	Shelbyville Risk Assessment	25	25	0	0%	39	(14)	-56%	February 2015	Completed
Management Request	S	PP	Timekeeping Review (Facilities Dept.)	100	100	0	0%	35	65	65%	June 2015	Scheduled
	C	IS	General Consultation	85	60	(25)	-29%	20	40	67%	June 2015	Scheduled
Req by State Audit	R	FM	State Audit Assistance - Yr End		40	40	100%	0	40	100%	June 2015	Scheduled
	F	IS	Other Internal Audit Follow-Up		34	34	100%	(1)	33	97%	Various	Scheduled
	P	IS	Electronic Working Papers		50	50	100%	33	17	34%	Ongoing	Scheduled
			Totals	600	786				450			

Estimate-Hours Available For Audits has decreased from prior revised audit plan from, 827 to 786 due to Motlow hiring a full-time Internal Auditor as of 2/2/15 and MTSU Consulting Services completing outstanding audit plan items. Of the 600 hours originally budgeted for MTSU, 356 were utilized.

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) Other Internal Audit Follow Up was decreased by 41 hours to represent the unused balance of the contract with MTSU Consulting Services. Prior revised audit plan balance was 397 hours. Actual 356

Nashville State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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	80	80	0	0%	80	0	0%	July 2014	Completed	
Required by TBR	R	FM	JSCC President's Expenses	150	150	0	0%	150	0	0%	October 2014	Completed	
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATD	25	30	5	20%	30	0	0%	January 2015	Completed	
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATN	25	30	5	20%	30	0	0%	January 2015	Completed	
VP Request	S	FM	Cash Counts at TCATs & Satellite Campuses	50	60	10	20%	60	0	0%	February 2015	Completed	
President Request	S	IA	Emergency Closing Review	0	40	40	100%	Fn4	40	0	0%	March 2015	Completed
Required by TBR	M	IS	Internal Audit Risk Assessment	0	10	10	100%	Fn4	10	0	0%	March 2015	Completed
As Assigned	C	IS	General Consultation	75	50	(25)	-33%	Fn3	50	0	0%	June 2015	Completed
Required by TBR	R	SS	CCTA Funding Formula-Phase 3	150	150	0	0%	120	30	20%	May 2015	In Progress	
Risk Assessment	M	IS	Risk Assessment-Institutional Support	30	30	0	0%	25	5	17%	May 2015	In Progress	
Risk Assessment	M	IS	Risk Assessment-Information Technology	40	40	0	0%	32	8	20%	May 2015	In Progress	
Required by TBR	R	IS	Access & Diversity Grant	0	75	75	100%	Fn4	0	75	100%	June 2015	In Progress
Required by TBR	F	FM	State Audit Follow-Up	100	120	20	20%	105	15	13%	June 2015	In Progress	
Required by TBR	R	FM	Year End Work	22.5	22.5	0	0%	5	18	78%	June 2015	In Progress	
Investigation	I	FM	NaSCC 15-01	0	80	80	100%	Fn2	70	10	13%	FY2016	In Progress
Required by TBR	P	IS	Audit Software	0	100	100	100%	Fn4	75	25	25%	June 2015	In Progress
Investigation	I	FM	TBR 14-03	0	70	70	100%	Fn2	50	20	29%	June 2015	In Progress
Investigation	I	FM	NaSCC 14-01	0	100	100	100%	Fn2	100	0	0%	June 2015	Ongoing
Required by TBR	P	IS	Quality Assessment Review - Follow-Up	40	0	(40)	-100%	Fn1	0	0	0%	FY2016	Removed
As Assigned	I	IS	Unscheduled Investigations	100	30	(70)	-70%	Fn2	30	0	0%	N/A	Removed
As Assigned	F	IS	Internal Audit Follow-Up	25	0	(25)	-100%	Fn3	0	0	0%	N/A	Removed
IT	A	FM	Disbursements	175	0	(175)	-100%	Fn3	0	0	0%	N/A	Removed
2T	A	FM	Maintenance/Tuition and Related Fees	150	0	(150)	-100%	Fn3	0	0	0%	N/A	Removed
Totals				1237.5	1267.5			1062	206				

Estimate-Hours Available For Audits = 1237.5 (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 Quality Assurance Review is not a project due in 2015 and therefore removed from the audit plan.
Fn 2 - Budgeted hours were moved from Unscheduled Investigations to specific investigations.

Fn 3 - Replaced with more important audits
Fn 4 - Added by TBR or Special Request

Northeast State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015

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 Audit-CISCC	150	0	(150)	-100%	FN 1	0	0%	(FN 1)	Removed	
Required by TBR	R	SS	CCTA Funding Formula-Completion (2015 Data)	50	50	0	0%		54	(4)	-8%	July 2014	Completed
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	200	0	0%		80.5	120	60%	May 2015	In Progress
Req by State Audit	R	FM	State Audit Assistance-Yr End	40	40	0	0%			40	100%	June 2015	Scheduled
	F	FM	State Audit Follow-Up	75	75	0	0%		70	5	7%	April 2015	Completed
	F	IS	Other Internal Audit Follow-Up	75	75	0	0%		5	70	93%	Various	In Progress
	P	IS	Electronic Working Papers	50	50	0	0%		49	1	2%	Ongoing	In Progress
	M	FM	Risk Assessments - NeSCC	60	25	(35)	-58%		1	24	96%	May 2015	In Progress
	M	IS	TCAT Risk Assessment-Enterprise-wide	20	5	(15)	-75%		5	0	0%	February 2015	Completed
Brought forward	S	IA	Theater Services	50	50	0	0%		67.5	(18)	-35%	August 2014	Completed
Special Request	S	IS	Special Requests and Projects	50	50	0	0%		16	34	68%	Various	In Progress
Special Request	C	IS	General Consultation	50	50	0	0%		8.5	42	83%	Ongoing	In Progress
1	A	IS	Human Resources	200	0	(200)	-100%	FN 2		0	0%	April 2015	Removed
2	A	AD	Foundation/Advancement	200	0	(200)	-100%	FN 3		0	0%	June 2015	Removed
			Totals	1270	670				356.5				

Estimate-Hours Available For Audits = 1122.5 (1 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 - Audit designated as Removed because it will be reassigned by TBR SWIA due to internal auditor position vacancy.

FN 2 - Audit designated as Removed due to reduction of audit hours during internal auditor position vacancy.

FN 3 - Audit designated as Removed due to reduction of audit hours during internal auditor position vacancy.

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

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	Completed	
Required	R	SS	Funding Formula-Efficiency & Other	125	100	(25)	-20%	46	54	54%	May 2015	In Progress	
Required	F	FM	Internal Audit Follow Ups	30	15	(15)	-50%	3	12	80%	Continuous		
Required	M	SS	Risk Assessment-Student Services	30	20	(10)	-33%	13	7	35%	March 2015	Completed	
Required	M	IT	Risk Assessment - Physical Plant	20	10	(10)	-50%	0	10	100%	May 2015	Scheduled	
Required	M	FM	Risk Assessment-Financial Management	20	10	(10)	-50%	7	3	30%	December 2014	Completed	
Required	F	FM	State Audit Follow-Up	40	20	(20)	-50%	4	16	80%	Continuous		
Required	M	IS	TTC Risk Assessment-Enterprise-wide	20	20	0	0%	15	5	25%	February 2015	Completed	
Required	R	FM	Chancellor's Expenses	125	100	(25)	-20%	99	1	1%	August 2014	Completed	
Required	R	IS	Access and Diversity Grant	0	50	50	100%	FN6	2	48	96%	June 2015	Scheduled
Presidential Request	S	IA	Faculty Credentials	100	100	0	0%	100	0	0%	December 2014	Completed	
Presidential Request	S	FM	First TN - NACHA Audit	100	80	(20)	-20%	70	10	13%	October 2014	Completed	
Presidential Request	P	IA	Review of Compliance Assist	20	40	20	100%	35	5	13%	September 2014	Completed	
Presidential Request	P	IT	Review of Security Administration Issues and other TBR IT Audit Issues	0	120	120	100%	FN 2	119	1	1%	Continuous	
Presidential Request	P	IS	Review of ACA Issues	0	30	30	100%	FN 3	14	16	53%	Continuous	
Presidential Request	P	FM	Review of RFP award process (banking, software etc.)	0	45	45	100%	FN 4	42	3	7%	Continuous	
Presidential Request	P	SS	Review of French Exchange Program	0	50	50	100%	FN 7	46	4	8%	February 2015	Completed
1T	A	FM	Disbursements	175	120	(55)	-31%	FN 8	110	10	8%	February 2015	Completed
1T	A	AD	Development (Foundation)	150	150	0	0%	30	120	80%	May 2015	In Progress	
3T	A	FM	Accounts Payable	0	100	100	100%	FN5	68	32	32%	June 2015	In Progress
2	A	IS	Financial Aid	200	0	(200)	-100%	FN 1	0	0	0%		Removed
Totals				1195	1220			866					

Estimate-Hours Available For Audits = 1113 (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

Footnotes:

- (1) This audit was originally sheduld to start in FYE June 30, 2015. However, because of the workload in the financial aid office during the summer this audit will be postponed until the Fall of 2015.
- (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.
- (4) This consulting project has been done by internal audit since the Board revised the RFP process but the hours required in the current fiscal year warranted a separate line item on the audit plan.
- (5) This audit was added to the audit plan when the decision was made to postpone the audit of Financial Aid.
- (6) This audit was added to the audit plan at request of the TBR.
- (7) This project was added to the audit plan at the request of the President.
- (8) Budget hours were reduced because audit was completed and actual hours to complete were substantially less than original budget.

**Southwest Tennessee Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of April 30, 2015**

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%	Fn1		0	0%		Removed
	I	AT	Athletic-Work Study	40	40	0	0%	Fn4	108.5	(69)	-171%	June 2015	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%		31	(9)	-38%	May 2015	In Progress
	M	FM	Risk Assessment-Financial Management 1	22.5	22.5	0	0%		26	(4)	-16%	May 2015	In Progress
	M	FM	Risk Assessment-Financial Management 2	22.5	22.5	0	0%		22	1	2%	May 2015	In Progress
	S	FM	Management Request-Cash Control Gym Rental	165	165	0	0%		153	12	7%	June 2015	In Progress
	I	IS	Unscheduled Investigations	100	3	(97)	-97%	Fn2		3	100%	June 2015	In Progress
	C	IS	General Consultation	75	50	(25)	-33%	Fn2	35	15	30%	June 2015	In Progress
Required by TBR	R	SS	CCTA Funding Formula-Efficiency and Other	150	60	(90)	-60%	Fn5	16	44	73%	May 2015	In Progress
	S	FM	Cash Counts	30	30	0	0%			30	100%	June 2015	In Progress
	S	FM	Motor Vehicle Pool	0	83	83	100%	Fn1	67	16	19%	June 2015	In Progress
	S	FM	Federal Perkins Loan Program	0	82	82	100%	Fn1		82	100%	June 2015	In Progress
	S	FM	Retiring Vice President-Audit of Grants	0	97	97	100%	Fn3	139	(42)	-43%	May 2015	In Progress
	S	FM	Request for Unemployment Review	0	25	25	100%	Fn2	53	(28)	-112%	June 2015	In Progress
	S	FM	Tuition Statements	0	60	60	100%	Fn5	50	10	17%	May 2015	In Progress
	p	IS	New Software	0	30	30	100%	Fn5	24	6	20%	June 2015	In Progress
			Totals	822.5	822.5				734.5				

Estimate-Hours Available For Audits = 822.5 (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:

FN1 - Athletics was identified by the former Director of Internal Audit, but based on management's requests, it was removed and two other areas were scheduled for audits.

Fn 2 - Several audits were added and hours were reallocated from consultations and unscheduled investigations since those hours had not been used as planned. The audit areas were requested by management.

Fn 3 - A retiring Vice President will be leaving STCC on December 31, 2014. The president requested that the grants under his supervision be audited.

Fn 4 - Athletic Work Study- This audit was expanded because of problems discovered in the initial review.

Fn 5 - Hours were reallocated due to a special request from management.

Volunteer State Community College

Internal Audit Plan

Fiscal Year Ended June 30, 2015

Revised April 30, 2015

Current	Rank	Type	Area	Audit	Previously	Current	Cumulative	Change in Budget		Actual	Cumulative	Actual Vs. Budget		Estimated/Actual	Current
					Reported			Percentage	Hours			Actual	Actual		
					Budget	Budget	Budget			Hours	Hours			Completion Date	Status
	Required by TBR	R	SS	CCTA Funding Formula-Completion	150	150	150	0%	-	130	130	-13%	-20	August 2014	Completed
	Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	150	300	0%	-	56	186	-63%	-94	May 2015	In Progress
	Required by TCA	R	FM	President's Expenses - STCC	190	190	490	0%	-	188.5	374.5	-1%	-1.5	October 2014	Completed
	Required by TBR	M	IS	Risk Assessment - Volunteer State	75	75	565	0%	-	0	374.5	0%	-75	May 2015	Scheduled
	Required by TBR	M	IS	TCAT Risk Assessment	15	15	580	0%	-	2	376.5	-87%	-13	February 2015	Scheduled
	Follow-up Review	F	IS	Follow-up Activities	75	75	655	0%	-	13	389.5	-83%	-62	June 2015	In Progress
	Investigation	I	IS	Unscheduled Investigations	100	100	755	0%	-	0	389.5	-100%	-100	June 2015	Scheduled
	Consultation	C	IS	General Consultation (1)	150	150	905	0%	-	110	499.5	-27%	-40	June 2015	In Progress
	Consulting Request- TCPRA	C	IS	TCPPRA Bank Account (2)	55	55	960	100%	-	53.5	553	-3%	-1.5	November 2014	Completed
	Project	P	FM	Periodic Procard Review	100	100	1060	0%	-	0	553	-100%	-100	June 2015	Scheduled
	Special Request	S	IA	Credentials (4)	150	250	1310	67%	100	96.5	649.5	-61%	-153.5	May 2015	In Progress
	Special Request	S	FM	State Audit Year-End Procedures	15	15	1325	0%	-	12.5	662	-17%	-2.5	July 2014	Completed
	Project	P	IS	Audit Software Implementation (3)	75	75	1400	100%	-	2	664	-97%	-73	June 2015	In Progress

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

T-Tie

Audit Types:	Functional Areas:	Status
R - Required	AD - Advancement	C - Completed
A - Risk-Based (Assessed)	AT - Athletics	I - In Progress
S - Special Request	AX - Auxiliary	S - Scheduled, not Started
I - Investigation	FM - Financial Management	R - 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) The General Consultation budget has been increased by 50 hours to reflect actual hours. There has been more time spent on consulting activity this year than in previous years.
- (2) Consulting request to review the TCPRA bank account statements for which out Public Relations Director serves as Treasurer.
- (3) Audit software implementation added to the audit plan.
- (4) Audit testwork was expanded to include SACS credential requirements rather than testing only TBR rank requirements.

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

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			
	F	FM	State Audit Follow-Up	30	100	70	233%	130	(30)	-30%	April 2015	Completed	
	R	FM	Inventory Observations	0	16	16	0%	16	0	0%	August 2014	Completed	
	R	FM	Cash Counts	0	8	8	0%	8	0	0%	August 2014	Completed	
	R	FM	Confirmation Requests	0	4	4	0%	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%	20	5	20%	February 2015	Completed	
	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%	80	0	0%	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%	280	(130)	-87%	May 2015	In Progress	
Required	R	FM	NACHA Compliance Audit	60	60	0	0%	60	0	0%	November 2014	Completed	
Required	R	IT	IT Governance Review	65	65	0	0%	60	5	8%	March 2015	In Progress	
Required by TBR	P	IS	Audit Software	0	100	100	0%	80	20	20%	May 2015	In Progress	
1T	A	IT	Cloud Computing	200	112	(88)	-44%	40	72	64%	March 2015	In Progress	
Brought forward	A	FM	PCI-DSS	120	120	0	0%	10	110	92%	June 2015	Scheduled	
Brought forward	A	FM	Contracts	120	80	(40)	-33%	0	80	100%	June 2015	Scheduled	
3	A	FM	Accounts Receivable	147	77	(70)	-48%	FN 3	0	77	100%	June 2015	Scheduled
			Totals	1222	1222			918					

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 IA 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 unpredicatble, additional time was budgeted to compense 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 April 30, 2015

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	FM	President's Expense (ChSCC)	150	225	75	50%	Fn4	225	0	0%	December 15, 2014	Completed
Required	R	FM	President's Expense (CISCC)	0	150	150	100%	Fn6	50	100	67%	February 9, 2015	Completed
Required	R	SS	DSCC-CCTA Funding Formula-Completion (2013 Data)	105	50	(55)	-52%	Fn3	45	5	10%	July 25, 2014	Completed
Required	R	SS	STCC-CCTA Funding Formula-Completion (2013 Data)	65	25	(40)	-62%	Fn3	20	5	20%	July 25, 2014	Completed
Required	R	SS	RSCC-CCTA Funding Formula-Transfers & Other	150	150	0	0%		33	117	78%	May 2015	In Progress
Required	F	IA	State Audit Performance Follow-Up	40	5	(35)	-88%	Fn3	5	0	0%	July 15, 2014	Completed
Required	F	FM	State Audit Follow up FY2012 and FY2013	40	40	0	0%		46.5	(7)	-16%	January 30, 2015	Scheduled
Required	F	SS	Follow-Up Audits	160	160	0	0%	Fn1	0	160	100%	TBD	Scheduled
Required	M	SS	Risk Assessment	10	10	0	0%		0	10	100%	May 2015	Scheduled
	C	SS	General Consultation	75	140	65	87%	Fn2	126	14	10%	June 2015	In Progress
	P	IS	Electronic Working Papers	0	150	150	100%	Fn5	243	(93)	-62%	June 2015	In Progress
1	A	PP	Facilities	150	150	0	0%		0	150	0%	June 2015	Scheduled
Totals				945	1255	310			793.5				

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 FY 2015 are related to TFLI, and Travel Claims.

Fn 2 - Consulting hours were increased based on trend of actual hours from July 2014 to January 2015.

Fn 3 - Not as many hours were necessary to finish the audit as anticipated.

Fn 4 - The Assistant Director worked 287 hours on investigations reflected in the Revised Investigations Audit Plan and 22.5 hours on TCAT audits reflected in the Revised TCAT Audit Plan.

Fn 5 - Since a significant number of hours will be allocated to the implementation of the electronic working papers software, a separate line item was created for this project.

Fn 6 - This audit was added because of an internal audit vacancy at a campus, originally assigned to this audit. Fewer hours than planned were required for the audit.

Note: The audit universe identified for the system office includes an additional 23 programs, departments, or units that are not planned for audit during the fiscal year.

**SWIA - Information Systems
Internal Audit Plan
Fiscal Year Ended June 30, 2015
Revised as of 4/30/2015**

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				
Brought Forward:														
	A	IT	TBR Logical Access Security	72	145	73	101%	FN1	63	82	57%	June 2015	In Process	
	A	IT	CISCC General Controls Review	26	48	22	85%	FN2	190	(142)	-296%	April 2015	Completed	
	A	IT	RSCC General Controls Review	26	48	22	85%	FN2	178	(130)	-271%	April 2015	Completed	
	A	IT	APSU General Controls Review	26	48	22	85%	FN2	160	(112)	-233%	April 2015	Completed	
	A	IS	TBR Research & Assessment Reporting Processes	16	24	8	50%	FN2	87	(63)	-263%	May 2015	Completed	
	A	IT	TSU General Controls Review	26	48	22	85%	FN2	124	(76)	-158%	May 2015	Completed	
Required Audits:														
	Required by TBR	F	IT	Follow-up on prior IT Audit recommendations	24	28	4	17%		24	4	14%	Ongoing	In Process
	Required by TBR	M	IT	IT Risk Assessment	4	4	0	0%		4	0	0%	July 2014	Completed
General Controls Reviews:														
	A	IT	RODP	100	100	0	0%		2	98	98%	August 2015	Delayed	
	A	IT	MTSU	150	150	0	0%		62	88	59%	June 2015	In Process	
	A	IT	TTU	150	150	0	0%		48	102	68%	July 2015	In Process	
	A	IT	CoSCC	150	150	0	0%		122	28	19%	June 2015	In Process	
	A	IT	DSCC	150	150	0	0%		55	95	63%	June 2015	In Process	
	A	IT	STCC	150	150	0	0%		61	89	59%	June 2015	In Process	
	A	IT	WSCC	150	150	0	0%		0	150	100%	July 2015	Scheduled	
IT / Business Projects:														
	Brought forward	C	IT	General Consulting	64	62	(2)	-3%	FN3	53	9	15%	Ongoing	In Process
	Brought forward	C	IT	Banner system "XE" up-grade and ODS data warehouse implementation	60	53	(7)	-12%	FN4	58	(5)	-9%	Ongoing	In Process
	Special Request from CIO	C	IS	Business Continuity Planning / IT Disaster Recovery	48	16	(32)	-67%		10	6	38%	Ongoing	Delayed by Team Mgr.
	Special Request from CIO	S	IT	Social engineering program	32	0	(32)	-100%	FN1	0	0	0%	February 2015	Combined
		C	IS	Business Process Management (IT impact)	24	4	(20)	-83%		4	0	0%	January 2015	Completed
Risk Based Audits:														
	Special Request from CIO	S	IS	Information Dissemination Standards	80	0	(80)	-100%	FN1	0	0	0%	February 2015	Combined
				Totals	1528	1528				1305				

Estimate-Hours Available For Audits = 1521

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) Combined the Logical Access, Dissemination Standards and Social Engineering audits.
- (2) Completion of and report issuance for the FY 2014 GCR Audits in new format for report and workpapers
- (3) Consulting consisted primarily of IT request regarding Security
- (4) IT suspended the XE implementation in December

TCAT
Internal Audit Plan
Fiscal Year Ended June 30, 2015
as of April 30, 2015

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	F	FM	Morristown	25	25	0	0%	0	25	100%	August 2015	In Progress	
Brought forward	F	FM	Elizabethton	37.5	37.5	0	0%	FN 2	153.5	(116)	-309%	June 2015	In Progress
Brought forward	A	FM	Focused Review (System-Wide)	10	10	0	0%		0	10	100%	June 2015	In Progress
Brought forward	A	FM	Knoxville	10	10	0	0%	FN 3	59	(49)	-490%	August 19, 2014	Completed
Brought forward	A	FM	Jackson	10	10	0	0%	FN 3	45.5	(36)	-355%	September 5, 2014	Completed
Brought forward	A	FM	McKenzie	22	22	0	0%		33.5	(12)	-52%	November 11, 2014	Completed
Brought forward	A	FM	Pulaski	5	5	0	0%	FN 3	29.5	(25)	-490%	September 5, 2014	Completed
Brought forward	A	FM	McMinnville	5	5	0	0%		7.5	(3)	-50%	May 19, 2014	Completed
Brought forward	A	FM	Ripley	50	50	0	0%		62	(12)	-24%	May 2015	In Progress
Brought forward	A	FM	Murfreesboro	5	5	0	0%		6	(1)	-20%	May 19, 2014	Completed
Brought forward	A	FM	Hartsville	37.5	37.5	0	0%		53.5	(16)	-43%	September 3, 2014	Completed
Brought forward	A	FM	Nashville	15	15	0	0%	FN 3	51	(36)	-240%	April 21, 2015	Completed
Brought forward	A	FM	Memphis	10	10	0	0%	FN 3	50	(40)	-400%	January 9, 2015	Completed
Brought forward	A	FM	Athens	37.5	37.5	0	0%		41	(4)	-9%	August 4, 2014	Completed
Brought forward	A	FM	Jacksboro	10	10	0	0%	FN 3	27.5	(18)	-175%	January 9, 2015	Completed
Brought forward	A	FM	Paris	20	20	0	0%	FN 3	48	(28)	-140%	January 29, 2015	Completed
Brought forward	A	FM	Crump	10	10	0	0%	FN 3	35.5	(26)	-255%	May 2015	In Progress
Brought forward	A	FM	Dickson	5	5	0	0%		6	(1)	-20%	May 19, 2014	Completed
			Directors Expenses-AR-Consumer Info			0		FN 1		0			
1	A	FM	Crossville	45	45	0	0%	FN 4	70.5	(26)	-57%	April 17, 2015	Completed
2	A	FM	Shelbyville	45	45	0	0%	FN 4	46.5	(2)	-3%	May 2015	In Progress
3	A	FM	Chattanooga	45	45	0	0%	FN 4	56.5	(12)	-26%	May 2015	In Progress
4	A	FM	Morristown	37.5	37.5	0	0%	FN 5	2	36	95%	June 2015	Scheduled
5	A	FM	Hohenwald	45	45	0	0%	FN 5	8	37	82%	June 2015	Scheduled
6	A	FM	Livingston	37.5	37.5	0	0%	FN 4	51	(14)	-36%	May 2015	In Progress
7	A	FM	Crump	37.5	37.5	0	0%		52	(15)	-39%	May 2015	In Progress
8	A	FM	Whiteville	37.5	37.5	0	0%	FN 4	52.5	(15)	-40%	May 2015	In Progress
9T	A	FM	Jackson	45	45	0	0%		46.5	(2)	-3%	May 2015	In Progress
9T	A	FM	Newbern	37.5	37.5	0	0%		41	(4)	-9%	May 2015	In Progress
10	A	FM	Dickson	45	45	0	0%		37.5	8	17%	May 2015	In Progress
11	A	FM	Hartsville	37.5	37.5	0	0%		28	10	25%	May 2015	In Progress
12	A	FM	Pulaski	37.5	37.5	0	0%		22.5	15	40%	May 2015	In Progress
13	A	FM	Murfreesboro	45	45	0	0%		20	25	56%	May 2015	In Progress
14	A	FM	Elizabethton	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
15T	A	FM	Jacksboro	37.5	37.5	0	0%		20	18	47%	May 2015	In Progress
15T	A	FM	Harriman	37.5	37.5	0	0%		21.5	16	43%	May 2015	In Progress
16T	A	FM	McMinnville	37.5	37.5	0	0%		17.5	20	53%	May 2015	In Progress
16T	A	FM	Memphis	37.5	40	3	7%		21.5	19	46%	May 2015	In Progress
16T	A	FM	Paris	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
17	A	FM	McKenzie	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
18	A	FM	Nashville	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
19	A	FM	Knoxville	37.5	40	3	7%		2	38	95%	June 2015	Scheduled
20T	A	FM	Athens	37.5	37.5	0	0%		3.5	34	91%	May 2015	In Progress
20T	A	FM	Oneida	37.5	37.5	0	0%		3.5	34	91%	May 2015	In Progress
21	A	FM	Ripley	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
22	A	FM	Covington	37.5	37.5	0	0%		2	36	95%	June 2015	Scheduled
	A	FM	TCAT Administration Audit Request	100	100	0	0%		100	0	0%	June 2015	In Progress
	C	FM	TCAT Consultation	15	15	0	0%		22	(7)	47%	June 2015	In Progress
	P	IS	RFP Project	37.5	37.5	0	0%		36.5	1	-3%	October 2014	Completed
			Totals	1542	1547			Totals	1503.5				

Estimate-Hours Available For Audits = 1429.5 (1 audit staff)

T--Tie

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:

FN1: Based on discussions with the Director, it was decided to perform a desk review for 1-2 years of Directors Expenses, testing large or unusual items, follow up with AR findings and observations, and review specific activities identified in the Federal Consumer Information requirements.
 FN2: Audit included follow up on previous investigation and was completed by investigative auditor.
 FN3: Audit findings resulted in extra time to complete the audit.
 FN4: New audit steps for Consumer information required more time to review auditees website and catalog than anticipated.
 FN5: Re-scheduled

Tennessee Board of Regents - System-wide Internal Audit

Investigation Plan

Fiscal Year Ended June 30, 2015

Revised as of April 30, 2015

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%	170	(10)	-6%	Ongoing		
Investigation	C	IS	CAMPUS CONSULTATION	160	160	0	0%	136	24	15%	Ongoing		
Investigation (1)	I	FM	TBR 10-08		40	40	100%			0%	June 2015	In Progress	
Investigation (1)	I	FM	TBR 12-04		40	40	100%			0%	June 2015	In Progress	
Investigation (1)	I	FM	TBR 13-02		40	40	100%			0%	June 2015	In Progress	
Investigation (1)	I	IS	TBR 13-03		20	20	100%	25.5	(6)	-28%	May 2015	In Progress	
Investigation (1)	I	FM	TBR 14-03		20	20	100%	1	19	95%	May 2015	In Progress	
Investigation (1)	I	IA	TBR 14-04	20	20	0	0%	0	20	100%	June 2015	In Progress	
Investigation (1)	I	FM	TBR 14-06		4	4	100%	8	(4)	-100%	July 17, 2014	Completed	
Investigation (1)	I	FM	TBR 14-12	20	20	0	0%	11.5	9	43%	July 17, 2014	Completed	
Investigation (1)	I	FM	TBR 14-15	40	40	0	0%	22	18	45%	June 2015	In Progress	
Investigation (1)	I	IS	TBR 14-17		40	40	100%	1	39	98%	July 2014	Completed	
Investigation (1)	I	FM	TBR 14-19	40	500	460	1150%	957.5	(458)	-92%	December 15, 2014	Completed	
Investigation (1)	I	IS	TBR 14-20		40	40	100%	21	19	48%	May 2015	In Progress	
Investigation (1)	I	IS	TBR 14-21		40	40	100%	22	18	45%	February 10, 2015	Completed	
Investigation	I	FM	TBR 15-01		60	60	100%	27.5	33	54%	June 2015	In Progress	
Investigation	I	SS	TBR 15-02		5	5	100%	1.5	4	70%	9/2/2014	Completed	
Investigation	I	FM	TBR 15-03		40	40	100%	15	25	63%	June 2015	In Progress	
Investigation	I	FM	TBR 15-04		40	40		23.5	17	41%	TBD	In Progress	
	I	FM	Unscheduled Investigations	800	0	(800)	-100%		0		June 2015		
			Totals	1240	1329			1443	(114)	-9%			

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.



TENNESSEE BOARD OF REGENTS

MEETING:	Quarterly Meeting
SUBJECT:	Report on the Presentation of the Regents Award for Excellence in Philanthropy
DATE:	June 19, 2015
PRESENTER:	Regent Fran Marcum
ACTION REQUIRED:	No Action Needed
STAFF'S RECOMMENDATION:	Not Applicable

BACKGROUND INFORMATION:

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.

The report will highlight Regents Award recipient, Mr. Wayne Pace, who was nominated by Austin Peay State University. Photographed from left to right: President Alisa White, Mr. Wayne Pace, and Vice Chairman Emily J. Reynolds





TENNESSEE BOARD OF REGENTS

MEETING: June Quarterly Board Meeting

SUBJECT: Proposed Revisions to TBR Policy 3:02:00:01 and Chapter 0240-02-03 of the Rules and Regulations Regarding Student Conduct & Disciplinary Sanctions

DATE: June 19, 2015

PRESENTER: Mary G. Moody, General Counsel and Board Secretary

ACTION REQUIRED: Roll Call Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

On February 13, 2015 at a special called meeting, the Board approved revisions to the System-wide Student Rules, Chapter 0240-02-03, Student Conduct and Disciplinary Sanctions and to TBR Policy 3:02:00:01, General Policy on Student Conduct and Disciplinary Sanctions, to address the requirements of a Resolution Agreement between the Office of Civil Rights of the U.S. Department of Education and Middle Tennessee State University.

Following that approval, in accordance with the statutory procedures, the proposed Emergency Rule and Regular Rule were submitted to the Office of the Attorney General (OAG) for review and approval. The OAG has asked that certain revisions be made before they will approve the rules. The rules and policies presented today reflect those requested revisions.

I recommend approval of the revisions, which must be approved in three separate votes:

1. The Emergency Rules
2. The Regular Rules
3. The TBR Policy

Department of State
Division of Publications
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Emergency Rule Filing Form

Emergency rules are effective from date of filing for a period of up to 180 days.

Agency/Board/Commission:	Tennessee Board of Regents
Division:	System-wide Student Rules
Contact Person:	Mary G. Moody
Address:	Office of General Counsel 1415 Murfreesboro Rd., Ste. 336 Nashville, Tennessee
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Email:	Mary.Moody@tbr.edu

Rule Type:

Emergency Rule

Revision Type (check all that apply):

Amendment
 New
 Repeal

Rule(s) Revised (ALL chapters and rules contained in filing must be listed here. If needed, copy and paste additional tables to accommodate multiple chapters. Please enter only **ONE Rule Number/Rule Title per row)**

Chapter Number	Chapter Title
0240-02-03	Student Conduct and Disciplinary Sanctions
Rule Number	Rule Title
0240-02-03-.02	Disciplinary Offenses
0240-02-03-.04	Disciplinary Sanctions
0240-02-03-.06	Disciplinary Procedures

Chapter 0240-02-03
Student Conduct and Disciplinary Sanctions
Amendments

0240-02-03-.02 DISCIPLINARY OFFENSES.

- (2) (a) **Threatening or Disruptive Conduct Dangerous to Self or Others.** Any conduct, or attempted conduct, which **poses a direct threat to the safety of others or where the student's behavior is materially and substantially disruptive of the institution's learning environment.** constitutes a danger to any person's health, safety, or personal well-being, including, but not limited to, the following:

1. Physical and/or verbal abuse;
2. Threats and/or intimidation;
3. Harm inflicted on self;

Authority: T.C.A. §§ 4-5-101 et. seq., 49-7-123(a)(1) and 49-8-203. Administrative History: Repeal of all rules by the Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed May 13, 1991; effective August 28, 1991. Amendment filed July 3, 1996; effective November 28, 1996. Amendment filed November 20, 1996; effective March 28, 1997. Amendment filed February 18, 1999; effective June 28, 1999. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.04 DISCIPLINARY SANCTIONS.

- (2) Definition of Sections:

- (m) **Interim Involuntary withdrawal** or ~~Interim~~ Suspension. As a general rule, the status of a student or student organization accused of violation of these regulations **or institutional policies** should not be altered until a final determination has been made in regard to the charges. However, **interim involuntary withdrawal or interim suspension**, pending the completion of disciplinary procedures, may be imposed upon a finding by the appropriate institutional official that the ~~continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused,~~ **conduct or attempted conduct of the student poses a direct threat to the safety of** any other member of the institution, its guests, property, or ~~substantial disruption of classroom~~ **the student's behavior is materially and substantially disruptive of the institution's learning environment**, or other campus activities. In any case of **interim involuntary withdrawal or interim suspension**, the student, or student organization, shall be given an opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the suspension;

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Repeal of all rules by Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.06 DISCIPLINARY PROCEDURES.

- (6) **Interim Involuntary Withdrawal or Interim Suspension Hearings:** Hearings conducted with regard to **interim involuntary withdrawals or interim suspensions**, **imposed prior to** or pending the outcome of a disciplinary investigation or proceeding shall be conducted consistent with the minimum requirements of due process applicable to an institutional hearing, taking into account the need for a timely hearing. The evidence presented at the hearing shall be limited to that which is relevant to the basis asserted for imposition of the **interim involuntary withdrawal or interim suspension**.

- (a) In determining whether a student should be involuntarily withdrawn or suspended for threatening or disruptive conduct, the institution shall consider the nature, duration, severity, and probability of the threat posed and/or the disruption caused by a student, relying on the best available objective evidence and, if applicable and obtainable, the most current medical evidence.
- (b) The institutions shall also determine whether reasonable modifications of its policies, practices, or procedures could sufficiently mitigate the risk.
- (c) Absent exigent circumstances creating an imminent risk of harm, the assessment will be made prior to a decision to involuntarily withdraw or suspend based on the threat he or she poses to others.
- (d) If exigent circumstances warrant the immediate removal of a student from the institution, the student will receive, at a minimum, notice and an initial opportunity to present evidence immediately after being placed on involuntary withdrawal and the opportunity for to initiate full due process within 30 days of the removal.

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Original rule filed August 10, 2011; effective January 29, 2012.

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Division:	System-wide Student Rules
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Rule(s) Revised (ALL chapters and rules contained in filing must be listed here. If needed, copy and paste additional tables to accommodate multiple chapters. Please enter only **ONE Rule Number/Rule Title per row)**

Chapter Number	Chapter Title
0240-02-03	Student Conduct and Disciplinary Sanctions
Rule Number	Rule Title
0240-02-03-.02	Disciplinary Offenses
0240-02-03-.04	Disciplinary Sanctions
0240-02-03-.06	Disciplinary Procedures

Chapter 0240-02-03
Student Conduct and Disciplinary Sanctions
Amendments

0240-02-03-.02 DISCIPLINARY OFFENSES.

- (2) (a) **Threatening or Disruptive Conduct Dangerous to Self or Others.** Any conduct, or attempted conduct, which **poses a direct threat to the safety of others or where the student's behavior is materially and substantially disruptive of the institution's learning environment**, constitutes a danger to any person's health, safety, or personal well-being, including, but not limited to, the following:
1. Physical and/or verbal abuse;
 2. Threats and/or intimidation;
 3. Harm inflicted on self;

Authority: T.C.A. §§ 4-5-101 et. seq., 49-7-123(a)(1) and 49-8-203. Administrative History: Repeal of all rules by the Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed May 13, 1991; effective August 28, 1991. Amendment filed July 3, 1996; effective November 28, 1996. Amendment filed November 20, 1996; effective March 28, 1997. Amendment filed February 18, 1999; effective June 28, 1999. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.04 DISCIPLINARY SANCTIONS.

- (2) Definition of Sections:
- (m) **Interim Involuntary withdrawal or Interim Suspension.** As a general rule, the status of a student or student organization accused of violation of these regulations **or institutional policies** should not be altered until a final determination has been made in regard to the charges. However, **interim involuntary withdrawal or interim suspension**, pending the completion of disciplinary procedures, may be imposed upon a finding by the appropriate institutional official that the ~~continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused,~~ **conduct or attempted conduct of the student poses a direct threat to the safety of any other member of the institution, its guests, property, or substantial disruption of classroom the student's behavior is materially and substantially disruptive of the institution's learning environment**, or other campus activities. In any case of **interim involuntary withdrawal or interim suspension**, the student, or student organization, shall be given an opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the suspension;

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Repeal of all rules by Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.06 DISCIPLINARY PROCEDURES.

- (6) **Interim Involuntary Withdrawal or Interim Suspension Hearings:** Hearings conducted with regard to **interim involuntary withdrawals or interim suspensions, imposed prior to** or pending the outcome of a disciplinary investigation or proceeding shall be conducted consistent with the minimum requirements of due process applicable to an institutional hearing, taking into account the need for a timely hearing. The evidence presented at the hearing shall be limited to that which is relevant to the basis asserted for imposition of the **interim involuntary withdrawal or interim suspension**.

- (a) In determining whether a student should be involuntarily withdrawn or suspended for threatening or disruptive conduct, the institution shall consider the nature, duration, severity, and probability of the threat posed and/or the disruption caused by a student, relying on the best available objective evidence and, if applicable and obtainable, the most current medical evidence.
- (b) The institutions shall also determine whether reasonable modifications of its policies, practices, or procedures could sufficiently mitigate the risk.
- (c) Absent exigent circumstances creating an imminent risk of harm, the assessment will be made prior to a decision to involuntarily withdraw or suspend based on the threat he or she poses to others.
- (d) If exigent circumstances warrant the immediate removal of a student from the institution, the student will receive, at a minimum, notice and an initial opportunity to present evidence immediately after being placed on involuntary withdrawal and the opportunity ~~for~~ to initiate full due process within 30 days of the removal.

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Original rule filed August 10, 2011; effective January 29, 2012.

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Proposed Rule(s) Filing Form

Proposed rules are submitted pursuant to Tenn. Code Ann. §§ 4-5-202, 4-5-207, and 4-5-229 in lieu of a rulemaking hearing. It is the intent of the Agency to promulgate these rules without a rulemaking hearing unless a petition requesting such hearing is filed within ninety (90) days of the filing of the proposed rule with the Secretary of State. To be effective, the petition must be filed with the Agency and be signed by twenty-five (25) persons who will be affected by the amendments, or submitted by a municipality which will be affected by the amendments, or an association of twenty-five (25) or more members, or any standing committee of the General Assembly. The agency shall forward such petition to the Secretary of State.

Pursuant to Tenn. Code Ann. § 4-5-229, any new fee or fee increase promulgated by state agency rule shall take effect on July 1, following the expiration of the ninety (90) day period as provided in § 4-5-207. This section shall not apply to rules that implement new fees or fee increases that are promulgated as emergency rules pursuant to § 4-5-208(a) and to subsequent rules that make permanent such emergency rules, as amended during the rulemaking process. In addition, this section shall not apply to state agencies that did not, during the preceding two (2) fiscal years, collect fees in an amount sufficient to pay the cost of operating the board, commission or entity in accordance with § 4-29-121(b).

Agency/Board/Commission:	Tennessee Board of Regents
Division:	System-wide Student Rules
Contact Person:	Mary G. Moody
Address:	Office of General Counsel 1415 Murfreesboro Rd., Ste. 336
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Chapter Number	Chapter Title
0240-02-03	Student Conduct and Disciplinary Sanctions
Rule Number	Rule Title
0240-02-03-.01	Institution Policy Statement
0240-02-03-.02	Disciplinary Offenses
0240-02-03-.03	Academic and Classroom Misconduct
0240-02-03-.04	Disciplinary Sanctions
0240-02-03-.05	Traffic and Parking
0240-02-03-.06	Disciplinary Procedures

Chapter 0240-02-03
Student Conduct and Disciplinary Sanctions
Amendments

0240-02-03-.01 INSTITUTION POLICY STATEMENT.

- (1) Students enrolled in postsecondary educational institutions are citizens of their civic communities as well as the academic community. As such they are expected to conduct themselves as law-abiding members of each community at all times. Admission to an institution of postsecondary education carries with it special privileges and imposes special responsibilities apart from those rights and duties enjoyed by non-students. In recognition of the special relationship that exists between the institution and the academic community which it seeks to serve, the Tennessee Board of Regents ("TBR" or "the Board") has authorized the presidents of the institutions and directors of the ~~technology centers~~ **colleges of applied technology** under its jurisdiction to take such action as may be necessary to maintain campus conditions and preserve the integrity of the institution and its educational environment.
- (2) Pursuant to this authorization and in fulfillment of its duties to provide a secure and stimulating atmosphere in which individual and academic pursuits may flourish, the TBR has developed the following regulations, which are intended to govern student conduct on the several campuses under its jurisdiction. Each institution under the jurisdiction of the TBR is directed to implement policies subject to, and consistent with, these regulations. In student discipline policies, each institution may ~~expand on~~ **supplement** these regulations, subject to Board **prior review and approval by the TBR Offices of General Counsel and Academic Affairs.** In addition, students are subject to all federal, state and local laws and ordinances. If a student's violation of such laws or ordinances also adversely affects the institution's pursuit of its educational objectives, the institutions may enforce their own regulations **policies** regardless of the status or outcome of any external proceedings instituted by other civil or criminal authorities.
- (3) For the purpose of these regulations, a "student" shall mean any person who is admitted and/or registered for study at a TBR institution for any academic period. This shall include any period of time following admission and/or registration, but preceding the start of classes for any academic period. It will also include any period which follows the end of an academic period through the last day for registration for the succeeding academic period, and during any period while the student is under suspension from the institution. Finally, "Student" ~~"student"~~ shall also include any person subject to a period of suspension or removal from campus as a sanction which results from a finding of a violation of the **policies and** regulations governing student conduct. Students are responsible for compliance with the Rules of Student Conduct and with similar institutional policies at all times.
- (4) Disciplinary action may be taken against a student for violation of the **policies and** regulations which occur on institutionally owned, leased or otherwise controlled property, while participating in international or distance learning programs, and off campus, when the conduct impairs, interferes with, or obstructs any institutional activity or the mission, processes, and functions of the institution. ~~Institutions may enforce their own regulations regardless of the status or outcome of any external proceedings instituted in any other forum, including any civil or criminal proceeding.~~

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Repeal of all rules by Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.02 DISCIPLINARY OFFENSES.

- (2) Institutions shall adopt and publish a non-exclusive list, providing notice of offenses for which both individuals and organizations may be subject to disciplinary action. The list may include any appropriate offense given the specific needs of the individual institution, subject to prior review and approval of the Board. **by the TBR Offices of General Counsel and Academic Affairs.** Institutions are pre-authorized to implement any or all of the disciplinary offenses, in the form set forth immediately below, without need for prior review or approval by the Board **by the TBR Offices of General Counsel and Academic Affairs.**

- (a) **Threatening or Disruptive Conduct Dangerous to Self or Others.** Any conduct, or attempted conduct, which **poses a direct threat to the safety of others or where the student's behavior is materially and substantially disruptive of the institution's learning environment.** constitutes a danger to any person's health, safety, or personal well-being, including, but not limited to, the following:
1. Physical and/or verbal abuse;
 2. Threats and/or intimidation;
 3. Harm inflicted on self;
- (r) Violation of General **Policies** Rules and Regulations. Any violation of the general **policies** rules and regulations of the institution as published in an official institutional publication, including the intentional failure to perform any required action or the intentional performance of any prohibited action;
- (t) Violations of State or Federal Laws. Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, **if a student's violation of such laws or ordinances-regulations also adversely affects the institution's' pursuit of its educational objectives which laws and regulations are incorporated herein by reference;**
- (v) Sexual **Misconduct** Battery or Rape. Committing any act of sexual **misconduct** battery or rape as defined by **TBR Policy 6:03:00:00** state law;
- (w) Harassment or Retaliation. Any act by an individual or group against another person or group in violation of TBR policies, as well as federal and/or state laws prohibiting discrimination, including, but not limited to, TBR policies **5:01:02:00, (F), 6:01:00:00, 6:02:00:00, 2:02:40:04** and TBR Guideline P-080;
- (y) Unauthorized Duplication or Possession of Keys. Making, causing to be made or the possession of, **with the intent to use or make available for use by others,** any key for an institutional facility without proper authorization;
- (3) Disciplinary action may be taken against a student for violations of the foregoing regulations **or institutional policies** which occur at or in association with enrollment at an institution governed by the TBR for any academic period. Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree including periods prior to or between semesters. Conduct occurring while a student is registered or enrolled at the institution, but not discovered until after **the student leaves the institution, including after** the awarding of a degree is actionable under these provisions and may result in the retroactive application of a disciplinary sanction. Should a student withdraw from the institution with disciplinary action or academic misconduct action pending, the student's record may be encumbered by the appropriate institutional office until the proceedings have been concluded.

Authority: T.C.A. §§ 4-5-101 et. seq., 49-7-123(a)(1) and 49-8-203. Administrative History: Repeal of all rules by the Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed May 13, 1991; effective August 28, 1991. Amendment filed July 3, 1996; effective November 28, 1996. Amendment filed November 20, 1996; effective March 28, 1997. Amendment filed February 18, 1999; effective June 28, 1999. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.03 ACADEMIC AND CLASSROOM MISCONDUCT.

- (1) The instructor has the primary responsibility for maintenance of academic integrity and controlling classroom behavior, and can order the temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general **these** rules, and regulations **or policies** of the institution, for each class session during which the conduct occurs. Extended or

permanent exclusion from the classroom, beyond the session in which the conduct occurred, or further disciplinary action can be effected only through appropriate procedures of the institution.

- (4) Disruptive behavior in the classroom may be defined as, but not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), text messaging, and the continued use of any electronic or other noise or light emitting device which disturbs others. ~~(e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.)~~

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Repeal of all rules by Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed August 11, 2004; effective December 29, 2004. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.04 DISCIPLINARY SANCTIONS.

- (1) Institutions shall adopt and publish a policy, providing notice of potential disciplinary sanctions applicable to both individuals and organizations. The policy may include any appropriate sanction, given the specific needs of the individual institution, subject to prior review and approval **by the TBR Offices of General Counsel and Academic Affairs** of the Board. Institutions are pre-authorized to implement any or all of the sanctions, in the form set forth in sub-section (2) below, without need for prior review or approval by the Board. Upon a determination that a student or student organization has violated any of the disciplinary offenses set forth in these regulations, institutional disciplinary policies, or the general policies of an institution, disciplinary sanctions may be imposed, either singly or in combination, by the appropriate institution or school officials.

- (2) Definition of Sanctions:

(m) **Interim Involuntary withdrawal** or **Interim Suspension**. As a general rule, the status of a student or student organization accused of violation of these regulations **or institutional policies** should not be altered until a final determination has been made in regard to the charges. However, **interim involuntary withdrawal or interim suspension**, pending the completion of disciplinary procedures, may be imposed upon a finding by the appropriate institutional official that the ~~continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused,~~ **conduct, or attempted conduct of the student poses a direct threat to the safety of** any other member of the institution, its guests, property, or ~~substantial disruption of classroom~~ **the student's behavior is materially and substantially disruptive of the institution's learning environment**, or other campus activities. In any case of **interim involuntary withdrawal or interim suspension**, the student, or student organization, shall be given an opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the suspension;

(n) Housing Probation. Continued residence in campus or student housing may be conditioned upon adherence to these regulations as well as institutional housing **policies** regulations. Any resident placed on housing probation will be notified in writing of the terms and length of the probation. Probation may include restrictions upon the activities of the resident, including any other appropriate special condition(s);

- ~~(3) The president/director of each institution is authorized, at his or her discretion, to intervene in order to negotiate a mutually acceptable resolution to any disciplinary proceeding, or, subsequently, to convert any sanction imposed to a lesser sanction, or to rescind any previous sanction, in appropriate cases.~~

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Repeal of all rules by Public Chapter 261; effective July 1, 1983. New rule filed April 28, 1983; effective July 13, 1983. Amendment filed August 28, 1984; effective November 13, 1984. Amendment filed August 11, 2004; effective December 29, 2004. Amendments filed November 12, 2008; effective March 30, 2009. Repeal and new rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.05 TRAFFIC AND PARKING.

- (1) General: Institutions governed by the TBR shall adopt institutional policies governing traffic and parking on their respective campuses. The purpose of these **policies** regulations shall be to facilitate the orderly and efficient flow of traffic on those campuses, to provide a safe atmosphere for both pedestrians and motor vehicle operators, and to provide order with regard to parking within limited space. Institutional policies enacted in compliance with this rule shall be subject to prior review and approval of the TBR. Once adopted, such policies shall be published, at least annually, and, as appropriate, through signage, traffic/parking handbooks, student/faculty handbooks and institutional websites.

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Original rule filed August 10, 2011; effective January 29, 2012.

0240-02-03-.06 DISCIPLINARY PROCEDURES

- (1) General: Institutions governed by the TBR, in the implementation of TBR **policies** regulations pertaining to discipline and conduct of students, shall insure the constitutional rights of students by affording a system of constitutionally and legally sound procedures which provide the protection of due process of law. In furtherance of this mandate, all TBR institutions shall enact policies setting forth the disciplinary procedures for the institution. All such policies shall be enacted in compliance with this rule, TBR Policy 3:02:01:00, and applicable state and federal law. All policies adopted pursuant to this rule shall be subject to prior review and approval by the Board of Regents. Once adopted or amended, all disciplinary procedures shall be affirmatively communicated to the faculty, staff, and students of the institution as well as published in appropriate websites, handbooks, or manuals.
- (2) Contested Case Procedure **TUAPA** All cases which may result in: (a) suspension or expulsion of a student, ~~or student organization~~, from the institution, for disciplinary reasons or (b) revocation of registration of a student organization, are subject to the contested case provisions of the **Tennessee** Uniform Administrative Procedures Act (**TUAPA**), T.C.A. §§ 4-5-301 et seq., and shall be processed in accord with the Uniform Contested Case procedures adopted by the Board of Regents unless the student or organization, after receiving written notice, waives those procedures and elects to have the case disposed of in accord with institutional procedures or waives all right to contest the case under any procedure. These procedures shall be described in the institution's policy.

For cases which may result in Interim Involuntary Withdrawal or Suspension, the institution must incorporate the guidelines set forth herein at (6) in its decision-making processes.

- (6) **Interim Involuntary Withdrawal or Interim**-Suspension Hearings: Hearings conducted with regard to **interim involuntary withdrawals or interim**-suspensions, **imposed prior to** or pending the outcome of a disciplinary investigation or proceeding shall be conducted consistent with the minimum requirements of due process applicable to an institutional hearing, taking into account the need for a timely hearing. The evidence presented at the hearing shall be limited to that which is relevant to the basis asserted for imposition of the **interim involuntary withdrawal or interim** suspension.

(a) In determining whether a student should be involuntarily withdrawn or suspended for threatening or disruptive conduct, the institution shall consider the nature, duration, severity, and probability of the threat posed and/or the disruption caused by a student, relying on the best available objective evidence and, if applicable and obtainable, the most current medical evidence.

(b) The institutions shall also determine whether reasonable modifications of its policies, practices, or procedures could sufficiently mitigate the risk.

(c) Absent exigent circumstances creating an imminent risk or harm, the assessment will be made prior to a decision to involuntarily withdraw or suspend based on the threat he or she poses to others.

(d) If exigent circumstances warrant the immediate removal of a student from the institution, the student will receive, at a minimum, notice and an initial opportunity to present evidence immediately after being placed on involuntary withdrawal, and the opportunity ~~for to~~ initiate

full due process within 30 days of the removal.

- (8) ~~The president /director of each institution is authorized, at his or her discretion, to intervene in order to negotiate a mutually acceptable resolution to any disciplinary proceeding, or, subsequently, to convert any finding or sanction imposed to a lesser finding or sanction, or to rescind any previous finding or sanction, in appropriate cases.~~

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203. Administrative History: Original rule filed August 10, 2011; effective January 29, 2012.

General Regulations Policy on Student Conduct & Disciplinary Sanctions: 3:02:00:01

Policy/Guideline Area

Student Policies
Applicable Divisions

TCATs, Community Colleges, Universities
Purpose

The Tennessee Board of Regents authorizes the institutions under its jurisdiction to take such action as may be necessary to maintain campus conditions and preserve the integrity of the institution and its educational environment. **Institutional policies on this subject shall be subject to prior review and approval by the TBR Offices of General Counsel and Academic Affairs.**

Definitions

- For the purpose of **this policy** ~~these regulations~~, a “student” shall mean any person who is admitted and/or registered for study at a State Board of Regents institution for any academic period. This shall include any period of time following admission and/or registration, but preceding the start of classes for any academic period. It will also include any period which follows the end of an academic period through the last day for registration for the succeeding academic period, and during any period while the student is under suspension from the institution.
- Finally, **“Student”** “student” shall also include any person subject to a period of suspension or removal from campus as a sanction which results from a finding of a violation of the **policies and regulations** governing student conduct.
- Definitions of “Disciplinary Offenses” and “Disciplinary Sanctions” are included in their respective sections, II. and IV.

Policy/Guideline

I. Policy Statement

- A. Students enrolled in postsecondary educational institutions are citizens of their civic communities as well as the academic community. As such they are expected to conduct themselves as law-abiding members of each community at all times.
- B. Admission to an institution of postsecondary education carries with it special privileges and imposes special responsibilities apart from those rights and duties enjoyed by nonstudents. In recognition of the special relationship that exists between the institution and the academic community which it seeks to serve, the Tennessee Board of Regents (“TBR” or “the Board”) ~~has authorized~~ authorizes the presidents of the institutions and directors of the colleges of applied technology under its jurisdiction to take such action as may be necessary to maintain campus conditions and preserve the integrity of the institution and its educational environment.
- C. Pursuant to this authorization and in fulfillment of its duties to provide a secure and stimulating atmosphere in which individual and academic pursuits may flourish, the State Board of Regents has developed the following policy ~~regulations~~, which is intended to govern student conduct on the several campuses under its jurisdiction.
- D. Each institution under the jurisdiction of the TBR is directed to implement policies subject to, and consistent with, ~~these regulations~~ this policy.
- E. In student discipline policies, each institution may ~~expand on~~ supplement these regulations this policy, subject to ~~Board~~ prior review and approval by the TBR Offices of General Counsel and Academic Affairs. In addition, students are subject to all federal, state and local laws and ordinances. If a student’s violation of such laws or ordinances also adversely affects the institution’s pursuit of its educational objectives, the institutions may enforce their own policies ~~regulations~~ regardless of the status or outcome of any external proceedings instituted by other civil or criminal authorities.

F. Students are responsible for compliance with the ~~Rules of Student Conduct~~ Policy and with similar institutional policies at all times.

G. Disciplinary action may be taken against a student for violation of the policies and regulations, which violations occur on institutionally owned, leased or otherwise controlled property, while participating in international or distance learning programs, and off campus, when the conduct impairs, interferes with, or obstructs any institutional activity or the mission, processes, and functions of the institution. ~~Institutions may enforce their own regulations regardless of the status or outcome of any external proceedings instituted in any other forum, including any civil or criminal proceeding.~~

H. ~~These regulations~~ This policy, and related material incorporated herein by reference, are is applicable to student organizations as well as individual students. Student organizations are subject to discipline for the conduct and actions of individual members of the organization while acting in their capacity as members of, or while attending or participating in any activity of, the organization.

I. Confidentiality of Discipline Process. Subject to the exceptions provided pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. 1232g and/or the Tennessee Open Records Act, T.C.A. § 10-7-504(a)(4), a student's disciplinary files are considered "educational records" and are confidential within the meaning of those Acts.

II. Disciplinary Offenses

A. Institutional disciplinary measures shall be imposed, through appropriate due process procedures, for conduct which adversely affects the institution's pursuit of its educational objectives, which violates or shows a disregard for the rights of other members of the academic community, or which endangers property or persons on property owned or controlled by an institution.

B. Institutions shall adopt and publish a non-exclusive list, providing notice of offenses for which both individuals and organizations may be subject to disciplinary action.

C. The list may include any appropriate offense given the specific needs of the individual institution, subject to prior review and approval of the Board **by the TBR Offices of General Counsel and Academic Affairs.**

D. Institutions are pre-authorized to implement any or all of the disciplinary offenses, in the form set forth immediately below, without need for prior review or approval by the Board:

a. **Threatening or Disruptive** ~~Conduct Dangerous to Self or Others.~~ Any conduct, or attempted conduct, which **poses a direct threat to the safety of others or where the student's behavior is materially and substantially disruptive of the institution's learning environment.** ~~constitutes a danger to any person's health, safety, or personal wellbeing, including, but not limited to, the following:~~

~~a. Physical and/or verbal abuse,~~

~~b. Threats and/or intimidation,~~

~~c. Harm inflicted on self.~~

2. Hazing. Hazing, as defined in T.C.A. § 49-7-123(a)(1), means any intentional or reckless act, on or off the property, of any higher education institution by an individual acting alone, or with others, which is directed against any other person(s) that endangers the mental or physical health or safety of that person(s), or which induces or coerces a person(s) to endanger such person(s) mental or physical health or safety. Hazing does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization;

3. Disorderly Conduct. Any individual or group behavior which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly, or which unreasonably disturbs institutional functions, operations, classrooms, other groups or individuals;

4. Obstruction of or Interference with institutional activities or facilities. Any intentional interference with or obstruction of any institutional, program, event, or facility including the following:

- a. Any unauthorized occupancy of facilities owned or controlled by an institution or blockage of access to or from such facilities,
 - b. Interference with the right of any institution member or other authorized person to gain access to any activity, program, event or facilities sponsored or controlled by an institution,
 - c. Any obstruction or delay of a campus security officer, public safety officer, police officer, firefighter, EMT, or any official of an institution, or failure to comply with any emergency directive issued by such person in the performance of his or her duty;
5. Misuse of or Damage to Property. Any act of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring or unauthorized use of property belonging to another including, but not limited to, any personal property, fire alarms, fire equipment, elevators, telephones, institution keys, library materials and/or safety devices;
 6. Theft, Misappropriation, or Unauthorized Sale of Property;
 7. Misuse of Documents or Identification Cards. Any forgery, alteration of or unauthorized use of institutional documents, forms, records or identification cards, including the giving of any false information, or withholding of necessary information, in connection with a student's admission, enrollment or status in the institution;
 8. Firearms and Other Dangerous Weapons. Any possession of or use of firearms, dangerous weapons of any kind, or replica/toy guns, e.g. BB guns, pellet guns, paintball guns, water guns, cap guns, toy knives or other items that simulate firearms or dangerous weapons;
 9. Explosives, Fireworks, and Flammable Materials. The unauthorized possession, ignition or detonation of any object or article which would cause damage by fire or other means to persons or property or possession of any substance which could be considered to be and used as fireworks;
 10. Alcoholic Beverages. The use and/or possession of alcoholic beverages on institution owned or controlled property. This offense includes the violation of any local ordinance, state, or federal law concerning alcoholic beverages, on or off institution owned or

controlled property, where an affiliated group or organization has alcoholic beverages present and available for consumption;

11. Drugs. The unlawful possession or use of any drug or controlled substance (including, but not limited to, any stimulant, depressant, narcotic or hallucinogenic drug, or marijuana), sale or distribution of any such drug or controlled substance. This offense includes the violation of any local ordinance, state, or federal law concerning the unlawful possession or use of drugs, on or off institution owned or controlled property;
12. Drug Paraphernalia. The use or possession of equipment, products or materials that are used or intended for use in manufacturing, growing, using or distributing any drug or controlled substance. This offense includes the violation of any local ordinance, state, or federal law concerning the unlawful possession of drug paraphernalia, on or off institution owned or controlled property;
13. Public Intoxication. Appearing on institution owned or controlled property or at an institutional sponsored event while under the influence of a controlled substance or of any other intoxicating substance;
14. Gambling. Unlawful gambling in any form;
15. Financial Irresponsibility. Failure to meet financial responsibilities to the institution promptly including, but not limited to, knowingly passing a worthless check or money order in payment to the institution;
16. Unacceptable Conduct in Disciplinary Proceedings. Any conduct at any stage of an institutional disciplinary proceeding or investigation that is contemptuous, disrespectful, threatening, or disorderly, including false complaints, testimony or other evidence, and attempts to influence the impartiality of a member of a judicial body, verbal or physical harassment or intimidation of a judicial board member, complainant, respondent or witness;
17. Failure to Cooperate with Institutional Officials. Failure to comply with directions of institutional officials acting in the performance of their duties;

18. Violation of General ~~**Policies**~~ Rules and Regulations. Any violation of the general **policies** ~~rules and regulations~~ of the institution as published in an official institutional publication, including the intentional failure to perform any required action or the intentional performance of any prohibited action;
19. Attempts, Aiding and Abetting. Any attempt to commit any of the offenses listed under this section or the aiding or abetting of the commission of any of the offenses listed under this section (an attempt to commit an offense is defined as the intention to commit the offense coupled with the taking of some action toward its commission). Being present during the planning or commission of any offense listed under this section will be considered as aiding and abetting. Students who anticipate or observe an offense must remove themselves from the situation and are required to report the offense to the institution;
20. Violations of State or Federal Laws. Any conviction of violation of state or federal laws or regulations proscribing conduct or establishing offenses, **if a student's violation of such laws or ordinances regulations also adversely affects the institution's pursuit of its educational objectives**, ~~which laws and regulations are incorporated herein by reference;~~
21. Violation of Imposed Disciplinary Sanctions. Intentional or unintentional violation of a disciplinary sanction officially imposed by an institution official or a constituted body of the institution;
22. Sexual ~~**Misconduct**~~ Battery or Rape. Committing any act of sexual **misconduct** ~~battery or rape~~ as defined by **TBR Policy 6:03:00:00** state law;
23. Harassment or Retaliation. Any act by an individual or group against another person or group in violation of TBR policies, as well as federal and/or state laws prohibiting discrimination, including, but not limited to, TBR policies 5:01:02:00,(F), **6:01:00:00;** **6:02:00:00;** 5:01:02:00, 2:02:10:04 and TBR Guideline P-080;
24. Academic Misconduct. Plagiarism, cheating, fabrication. For purposes of this section the following definitions apply:

- a. Plagiarism. The adoption or reproduction of ideas, words, statements, images, or works of another person as one's own without proper attribution,
 - b. Cheating. Using or attempting to use unauthorized materials, information, or aids in any academic exercise or test/examination. The term academic exercise includes all forms of work submitted for credit or hours,
 - e. Fabrication. Unauthorized falsification or invention of any information or citation in an academic exercise.
25. Unauthorized Duplication or Possession of Keys. Making, causing to be made, or the possession of **with the intent to use or make available for use by others**, any key for an institutional facility without proper authorization;
26. Litter. Dispersing litter in any form onto the grounds or facilities of the campus;
27. Pornography. Public display of literature, films, pictures or other materials which an average person applying contemporary community standards would find, (1) taken as a whole, appeals to the prurient interest, (2) depicts or describes sexual conduct in a patently offensive way, and (3) taken as a whole, lacks serious literary, artistic, political or scientific value;
28. Abuse of Computer Resources and Facilities. Misusing and/or abusing campus computer resources including, but not limited to the following:
- a. Use of another person's identification to gain access to institutional computer resources,
 - b. Use of institutional computer resources and facilities to violate copyright laws, including, but not limited to, the act of unauthorized distribution of copyrighted materials using institutional information technology systems,
 - e. Unauthorized access to a computer or network file, including but not limited to, altering, using, reading, copying, or deleting the file,
 - d. Unauthorized transfer of a computer or network file,
 - e. Use of computing resources and facilities to send abusive or obscene correspondence,

- f. Use of computing resources and facilities in a manner that interferes with normal operation of the institutional computing system,
 - g. Use of computing resources and facilities to interfere with the work of another student, faculty member, or institutional official,
 - h. Violation of any published information technology resources policy,
 - i. Unauthorized peer-to-peer file sharing;
29. Unauthorized Access to Institutional Facilities and/or Grounds. Any unauthorized access and/or occupancy of institutional facilities and grounds is prohibited, including, but not limited to, gaining access to facilities and grounds that are closed to the public, being present in areas of campus that are open to limited guests only, being present in academic buildings after hours without permission, and being present in buildings when the student has no legitimate reason to be present;
30. Providing False Information. Giving any false information to, or withholding necessary information from, any institutional official acting in the performance of his/her duties in connection with a student's admission, enrollment, or status in the institution;
31. Unauthorized Surveillance. Making or causing to be made unauthorized video or photographic images of a person in a location in which that person has a reasonable expectation of privacy, without the prior effective consent of the individual, or in the case of a minor, without the prior effective consent of the minor's parent or guardian. This includes, but is not limited to, taking video or photographic images in shower/locker rooms, residence hall rooms, and men's or women's restrooms, and storing, sharing, and/or distributing of such unauthorized images by any means;
32. Smoking Violations. Violation of any TBR and/or institutional smoking or other tobacco use rules or policies.
- B. Disciplinary action may be taken against a student for violations of the foregoing **policies** regulations which occur at or in association with enrollment at an institution governed by the State Board of Regents for any academic period.

- C. Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree including periods prior to or between semesters.
- D. Conduct occurring while a student is registered or enrolled at the institution, but not discovered until after **the student leaves the institution, including after** the awarding of a degree, is actionable under these provisions and may result in the retroactive application of a disciplinary sanction.
- E. Should a student withdraw from the institution with disciplinary action or academic misconduct action pending, the student's record may be encumbered by the appropriate institutional office until the proceedings have been concluded.

II. Academic and Classroom Misconduct

- A. The instructor has the primary responsibility for maintenance of academic integrity and controlling classroom behavior, and can order the temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general rules and **policies** ~~regulations~~ of the institution for each class session during which the conduct occurs. Extended or permanent exclusion from the classroom, beyond the session in which the conduct occurred, or further disciplinary action can be effected only through appropriate procedures of the institution.
- B. Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class. In addition to other possible disciplinary sanctions which may be imposed through the regular institutional disciplinary procedures, the instructor has the authority to assign an appropriate grade for the exercise or examination, proportional to the nature and extent of academic misconduct. Disciplinary sanctions will be imposed only through the appropriate institutional student disciplinary processes.
- C. Students may appeal a grade assignment associated with a finding of academic misconduct, as distinct from a student disciplinary sanction, through appropriate institutional academic misconduct or grade appeal procedures. Courses may not be dropped pending the final resolution of an allegation of academic misconduct.

D. Disruptive behavior in the classroom may be defined as, but not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), text messaging, and the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., ~~disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.~~).

III. Disciplinary Sanctions

A. Institutions shall adopt and publish a policy, providing notice of potential disciplinary sanctions applicable to both individuals and organizations. The policy may include any appropriate sanction, given the specific needs of the individual institution, subject to prior review and approval **by the TBR Office of General Counsel and Academic Affairs** of the ~~Board~~. Institutions are preauthorized to implement any or all of the sanctions, in the form set forth in sub-section (2B) below, without need for prior review or approval. ~~by the Board~~. Upon a determination that a student or student organization has violated any of the disciplinary offenses set forth in ~~these regulations~~ **this policy**, institutional disciplinary policies, or the general policies of an institution, disciplinary sanctions may be imposed, either singly or in combination, by the appropriate institution or school officials.

B. Definition of Sanctions:

1. Restitution. Restitution may be required in situations which involve destruction, damage, or loss of property, or unreimbursed medical expenses resulting from physical injury. When restitution is required, the student or student organization is obligated by the appropriate judicial authority to compensate a party or parties for a loss suffered as a result of disciplinary violation(s). Any such payment in restitution shall be limited to actual cost of repair, replacement or financial loss;
2. Warning. The appropriate institutional official may notify the student or student organization that continuation or repetition of specified conduct may be cause for other disciplinary action;

3. Reprimand. A written or verbal reprimand or censure may be given to any student or student organization whose conduct violates any part of ~~these regulations~~ **these policies** and provides notice that that any further violation(s) may result in more serious penalties;
4. Service to the Institution or Community. A student, or student organization, may be required to donate a specified number of service hours to the institution performing reasonable tasks for an appropriate institution office, official(s), or the local community. The service required shall be commensurate to the offense (e.g., service for maintenance staff for defacing institutional property);
5. Specified Educational/Counseling Program. A student or student organization may be required to participate in specified educational or counseling program(s) relevant to the offense, or to prepare a project or report concerning a relevant topic;
6. Apology. A student or student organization may be required to apologize to an affected party, either verbally or in writing, for the behavior related to a disciplinary offense;
7. Fines. Penalties in the form of fines may be imposed against a student or student organization whenever the appropriate institutional authority deems appropriate. The sanction of fines may be imposed in addition to other forms of disciplinary sanctions. Failure to pay fines may result in further disciplinary action;
8. Restriction. A restriction upon a student's or student organization's privileges for a period of time may be imposed. This restriction may include, for example, denial of the ability to represent the institution at any event, ability to participate in institution or TBR sponsored travel, use of facilities, parking privileges, participation in extracurricular activities or restriction of organizational privileges;
9. Probation. Continued enrollment of a student or recognition of a student organization on probation may be conditioned upon adherence to these **policies** regulations. Any student or organization placed on probation will be notified in writing of the terms and length of the probation. Probation may include restrictions upon extracurricular activities, or any other appropriate special condition(s). Any conduct in further violation of these **policies**

regulations while on probationary status or the failure to comply with the terms of the probationary period may result in the imposition of further disciplinary action;

10. Suspension. Suspension is the separation of a student or student organization from the institution for a specified period of time. Suspension may be accompanied by special conditions for readmission or recognition;
11. Expulsion. Expulsion entails a permanent separation from the institution. The imposition of this sanction is a permanent bar to the student's admission, or a student organization's recognition to the institution. A student or organization that has been expelled may not enter institution property or facilities without obtaining prior approval from an appropriate campus official with knowledge of the expulsion directive;
12. Revocation of Admission, Degree, or Credential;
13. **Interim Involuntary Withdrawal or Interim**-Suspension. As a general rule, the status of a student or student organization accused of violation of these **TBR** regulations, **this policy, or institutional policies** should not be altered until a final determination has been made in regard to the charges. However, **interim involuntary withdrawal or interim** suspension, pending the completion of disciplinary procedures, may be imposed upon a finding by the appropriate institutional official that the ~~continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused,~~ **conduct, or attempted conduct of the student poses a direct threat to the safety of** any other member of the institution its guests, property, or substantial disruption of classroom ~~the student's behavior is materially and substantially disruptive of the institution's learning environment~~ **the student's behavior is materially and substantially disruptive of the institution's learning environment** or other campus activities. In any case of **interim involuntary withdrawal or interim**-suspension, the student, or student organization, shall be given an opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the suspension;
14. Housing Probation. Continued residence in campus or student housing may be conditioned upon adherence to these **policies** regulations as well as institutional housing **policies** regulations. Any resident placed on housing probation will be notified in writing

of the terms and length of the probation. Probation may include restrictions upon the activities of the resident, including any other appropriate special condition(s);

15. Housing Suspension and Forfeiture. A resident suspended from housing may not reside, visit, or make any use whatsoever of a housing facility or participate in any housing activity during the period for which the sanction is in effect. A suspended resident shall be required to forfeit housing fees (including any unused portion thereof and the Housing Deposit). A suspended resident must vacate the housing unit. Housing suspension shall remain a part of the student resident's disciplinary record.

~~C. The president/director of each institution is authorized, at his or her discretion, to intervene in order to negotiate a mutually acceptable resolution to any disciplinary proceeding, or, subsequently, to convert any sanction imposed to a lesser sanction, or to rescind any previous sanction, in appropriate cases.~~

IV. Traffic and Parking

A. General: Institutions governed by the TBR shall adopt institutional policies governing traffic and parking on their respective campuses. The purpose of these policies regulations shall be to facilitate the orderly and efficient flow of traffic on those campuses, to provide a safe atmosphere for both pedestrians and motor vehicle operators, and to provide order with regard to parking within limited space. Institutional policies enacted in compliance with this rule shall be subject to prior review and approval of the TBR. Once adopted, such policies shall be published, at least annually, and, as appropriate, through signage, traffic/parking handbooks, student/faculty handbooks and institutional websites.

B. Registration of Automobiles/Permits/Decals: TBR institutions shall adopt policies regarding the registration of vehicles and/or the issuance of decals and/or permits on campus, and/or the alternate use of campus access fees in lieu of registration of individual vehicles for the purpose of effective enforcement of campus traffic and/or parking regulations. Reasonable fees/costs may be assessed in association with the vehicle registration, permit, or decal issuance process. Any fees/costs associated with registration of vehicles or the issuance of permits/decals, together with appropriate information sufficient to justify the fee/cost amount,

shall be submitted for review and approval by the TBR prior to implementation at any institution, pursuant to the requirement set forth in TBR policy.

- C. Parking: TBR institutions shall adopt policies with regard to parking on institution owned, operated, or controlled sites. Those policies shall reflect the physical availability and limitations of parking facilities at institution owned, operated, or controlled sites. TBR institutions are further authorized to adopt appropriate parking zones or designated parking systems for faculty, staff, students, residents of campus housing, visitors, and other appropriate groups. Institutions may also establish a schedule of hours for enforcement for parking regulations at their various campus sites. Reasonable fees/costs may be assessed in association with the issuance of parking decals or passes as set forth in section (2) above. Any fees/costs associated with parking permits/decals, together with appropriate information sufficient to justify the fee/cost amount, shall be submitted for review and approval by the TBR prior to implementation at any institution, pursuant to the requirement set forth in TBR policy.
- D. Traffic: TBR institutions shall adopt policies with regard to motor and other vehicular traffic on institution owned, operated, or controlled sites. Those policies shall reflect the nature of traffic patterns, roads, and physical limitations of the particular institution owned or controlled site. TBR institutions are further directed to adopt and publish a traffic code reflecting the traffic rules and offenses for that institution's sites. Such violations may include, but are not limited to, all traffic offenses provided under state, county, or municipal ordinance applicable to the locality of each institutional site. Adoption of such policies shall be subject to prior review and approval by the TBR. Once adopted or amended all traffic and parking regulations shall be affirmatively communicated to the faculty, staff, and students of the institution as well as published in appropriate websites, handbooks, or manuals.
- E. Fines/Penalties: TBR institutions shall have the authority to adopt appropriate fines and/or disciplinary sanctions for violations of the traffic and parking regulations established pursuant to sections (3) & (4) above. Fines may be set as determined necessary at each institution, but shall not exceed the amounts provided for by the higher of state law, county, or municipal ordinance for the same offense. Such fines are subject to the prior review and approval of the

TBR, pursuant to the requirement set forth in TBR policy. Proposed fines shall be submitted to the TBR together with information sufficient to justify the fine. Such information shall include consideration of state/county/municipal fines for the same offense, fines for the same offense at similarly situated institutions, association to enforcement costs at the institution, and/or the unique traffic/parking considerations at each institution. Once adopted or amended, all fines shall be affirmatively communicated to the faculty, staff, and students of the institution as well as published in appropriate websites, handbooks, or manuals.

- F. Appeals: Institutions shall establish an appropriate system of due process associated with any traffic/parking codes or fines, consistent with the due process requirements set forth in TBR System wide Rule 0240-02-03-.06 below, wherein persons cited for violation of institutional traffic/parking regulations may contest their citations. Institutions are authorized to establish alternative or multiple methods/bodies for hearings and/or for the resolution of such matters.

V. Disciplinary Procedures

- A. General: Institutions governed by the TBR, in the implementation of TBR policies regulations pertaining to discipline and conduct of students, shall ensure the constitutional rights of students by affording a system of constitutionally and legally sound procedures which provide the protection of due process of law. In furtherance of this mandate, all TBR institutions shall enact policies setting forth the disciplinary procedures for the institution. All such policies shall be enacted in compliance with TBR Systemwide Student Rules, this policy TBR Policy 3:02:01:00, and applicable state and federal law. All policies adopted pursuant to this rule shall be subject to prior review and approval by ~~the Board of Regents~~. Once adopted or amended, all disciplinary procedures shall be affirmatively communicated to the faculty, staff, and students of the institution as well as published in appropriate websites, handbooks, or manuals.
- B. **Contested Case Procedure: TUAPA:** All cases which may result in: (a) suspension or expulsion of a student, ~~or student organization,~~ from the institution, for disciplinary reasons or (b) revocation of registration of a student organization, are subject to the contested case provisions of the **Tennessee** Uniform Administrative Procedures Act (TUAPA), T.C.A. § 4-5-

301 et seq., and shall be processed in accord with the Uniform Contested Case procedures adopted by the Board of Regents unless the student or organization, after receiving written notice, waives those procedures and elects to have the case disposed of in accord with institutional procedures or waives all right to contest the case under any procedure. These procedures shall be described in the institution's policy.

For cases which may result in Interim Involuntary Withdrawal or Suspension, the institution must incorporated the guidelines set forth below at (F) in its decision-making processes.

- C. Institutional Procedures: For matters not subject to the requirements of TUAPA, each institution shall include in its policies a description of the procedures applicable at each level of a student/organizational misconduct, student housing violation or traffic/parking violation proceeding, including procedures for the initiation, investigation, resolution and/or prosecution of a violation applicable at each level, including appeal(s). This policy shall also set forth minimum requirements for advance notice of charges/violations as well as the time, date, and place for any procedure or hearing.
- D. Institutional Hearings: For matters not subject to the requirements of TUAPA, institutions shall establish a body or bodies, with authority to hear student/organizational misconduct, student housing violations, or traffic/parking violations. Such body may be constituted as determined by the institution and may consist of one (1) individual or a committee. Authority may be vested in a single entity or in separate bodies.
- E. Minimum Requirements of Due Process for Institutional Hearings: Institutional hearing bodies and procedures governing discipline in cases of student/organizational misconduct, student housing violations and/or traffic/parking violations may be structured in any manner deemed appropriate given the organizational structure of the individual institution, but shall include the following minimal procedural components:
 - 1. The student shall be advised, in writing, of the breach of regulation(s) of which she/he is charged;

2. The student shall be advised of the time, date, and place of the hearing allowing reasonable time for preparation;
3. The student shall be advised of the following rights applicable at the hearing:
 - a. The right to present his or her case,
 - b. The right to be accompanied by an advisor,
 - c. The right to call witnesses in his or her behalf,
 - d. The right to confront witnesses against him or her, and
 - e. The student shall be advised of the method and time limitations for appeal, if any is applicable.
4. Students subject to any disciplinary sanction are entitled to a due process hearing unless that right is waived by the student after receiving written notice of the available procedures.

F. **Interim Involuntary Withdrawal or Interim** Suspension Hearings: Hearings conducted with regard to **interim involuntary withdrawal or interim**-suspensions imposed **prior to or** pending the outcome of a disciplinary investigation or proceeding shall be conducted consistent with the minimum requirements of due process applicable to an institutional hearing, taking into account the need for a timely hearing. The evidence presented at the hearing shall be limited to that which is relevant to the basis asserted for imposition of the **interim involuntary withdrawal or interim**-suspension.

- 1. In determining whether a student should be involuntarily withdrawn or suspended for threatening or disruptive conduct, the institution shall consider the nature, duration, severity, and probability of the threat posed or the disruption caused by a student, relying the best available objective evidence and, if applicable and obtainable, on the most current medical evidence.**
- 2. The institutions shall also determine whether reasonable modifications of its policies, practices, or procedures could sufficiently mitigate the risk.**
- 3. Absent exigent circumstances creating an imminent risk or harm, the assessment will be made prior to a decision to involuntarily withdraw or suspend based on the threat he or she poses to others.**
- 4. If exigent circumstances warrant the immediate removal of a student from the institution, the student will receive, at a minimum, notice and an initial opportunity to present evidence immediately after being placed on involuntary withdrawal, and the opportunity to initiate full due process within 30 days of the removal.**

G. Alternative Resolution Procedures: Institutions are authorized to establish alternative or multiple methods/bodies for hearings and/or for the resolution of disciplinary matters, with the consent of all relevant parties. Alternative resolution methods may include, but are not limited to, mediation, diversion programs, and/or negotiated resolutions.

H. ~~The president /director of each institution is authorized, at his or her discretion, to intervene in order to negotiate a mutually acceptable resolution to any disciplinary proceeding, or, subsequently, to convert any finding or sanction imposed to a lesser finding or sanction, or to rescind any previous finding or sanction, in appropriate cases.~~

Sources

TBR Meetings, December 2, 1977; March 3, 1978; March 18, 1983; September 30, 1983; TBR Board Meeting, March 29, 2012

Related Policies

- Student Due Process Procedure
- Equal Employment Opportunity and Affirmative Action
- **Sex Discrimination, Sexual Harassment or Sexual Misconduct**
- **Sex Discrimination and Sexual Harassment**
- **Sexual Misconduct**

**REPORT OF THE
COMMITTEE ON FINANCE AND BUSINESS OPERATIONS**

JUNE 19, 2015

The Committee on Finance and Business Operations met in regular session on June 18, 2015, on the campus of Columbia State Community College.

The first item of business was review of the consent agenda. The items on the consent agenda included 1) approval of the minutes from the special called meetings of the Committee on April 8 and May 7, 2015, 2) recommended revisions to Policy 4:07:00:00 – Business Meals, and 3) recommended revisions to Policy 4:02:20:00 – Disposal of Surplus Personal Property. A motion was made by Regent Freeman and seconded by Regent Smith to approve the consent agenda items. The consent agenda items were approved as presented by voice vote and are included as attachments to the official Board minutes.

The next item on the agenda was approval of the minutes from the May 27, 2015, special called meeting of the Committee regarding maintenance fees and tuition which would become effective Fall 2015.

After discussion, a motion was made by Regent Thomas and seconded by Regent Roddy to approve the minutes. The minutes were approved by voice vote and are attached to the official Board minutes.

The final item on the agenda was review of the estimated 2014-2015 and the proposed 2015-2016 operating budgets for the System. A motion was made by Regent Freeman and seconded by Regent Smith to approve the 2014-2015 and 2015-2016 budgets. The Committee unanimously approved the budgets which total \$2.94 billion and \$2.89 billion respectively. A copy of the System budget for 2015-2016 is attached to the official Board minutes.

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

Respectfully submitted

COMMITTEE ON FINANCE
AND BUSINESS OPERATIONS

Gregory Duckett, Chair

REPORT OF THE COMMITTEE ON PERSONNEL AND COMPENSATION

JUNE 19, 2015

The Committee on Personnel and Compensation met at Columbia State Community College on June 18, 2015.

The first item on the agenda was the consent agenda. The Committee considered for approval the following items:

a) Approval of President Emeritus Contracts

b) Tenure and Promotion Recommendations at the Universities and Community Colleges – A total of 145 faculty members were recommended for tenure. Of that number, 73 (50.3 %) are university faculty and 72 (49.7%) are community college faculty. A total of 296 faculty members were recommended for promotion. Of that number, 146 are university faculty and 150 are community college faculty;

c) Tenure and Promotion Recommendations at the Tennessee Colleges of Applied Technology – The one (1) faculty member

recommended for tenure represents 0.2% of the TCAT instructional staff. A total of 46 faculty members were recommended for promotion representing 9.2% of the TCAT instructional staff.

Regent Freeman made a motion to accept the items presented under the consent agenda. Regent Smith provided a second. A voice vote was taken and the motion was passed.

As the second item on the agenda, the Committee considered for approval the faculty promotional increases at the universities, community colleges, and the Tennessee Colleges of Applied Technology. A total of 342 faculty promotions were recommended system wide. All promotional increases are in accordance with each institution's compensation plan and all recommendations are eligible for promotion. Regent Freeman made a motion to accept the faculty promotional increases as presented. Regent Varlan provided a second. A roll call vote was taken and the motion was passed.

As the third item on the agenda, the Committee considered for approval the institutional requests for new or amended compensation plans submitted by Chattanooga State Community College, East Tennessee State University, Pellissippi State Community College, Southwest Tennessee Community College, Tennessee Colleges of Applied Technology, Tennessee Tech University, and the University of Memphis. Regent Freeman made a motion to accept the compensation plans as presented. Regent Stites provided a second. A roll call vote was taken and the motion was passed.

As the fourth item on the agenda, the Committee considered the proposed system compensation strategies. The proposed compensation strategies attempt to address the collective compensation issues identified by the institutions while still giving some flexibility to the individual institutions. The proposed salary pool represents a combination of the 1.5% increase approved by Legislative action, as well as 0.5% approved by the Board Finance and Business Operations Committee action for a total of 2%. The

increases would be effective July 1, 2015. The proposed strategies are: compensation plan, cost of living adjustment and faculty promotions. Institutions would be authorized to provide salary adjustments consistent with those mentioned above using uncommitted local funds. These increases are not subject to the July 1, 2015 effective date.

Regent Freeman made a motion to accept the system compensation strategies as presented. Regent Stites provided a second. A voice vote was taken and the motion was passed.

The final item on the agenda was consideration of proposed changes to the Executive Performance Incentive Plan. Regent Howard Roddy, the Chair of the Committee on Personnel and Compensation, received a request from staff to defer this item to the September Board Meeting.

There being no further business, the Committee on Personnel and Compensation was adjourned.

Respectfully submitted,
Committee on Personnel and Compensation

Regent Howard Roddy, Chair

**A Resolution of Appreciation for the
Service of Ms. Rebecca Reeves as
Student Regent for the
Tennessee Board of Regents**

WHEREAS, the Tennessee Board of Regents, in regular session at Columbia State Community College in Columbia, Tennessee, wishes to express its sincere appreciation to Ms. Rebecca Reeves for her dedicated and valuable service as Student Regent; and

WHEREAS, Ms. Reeves, was appointed Student Regent by the Honorable Bill Haslam, Governor of the State of Tennessee, for the 2014-2015 academic year, and as such she has been an instrument of positive and effective change; and

WHEREAS, Ms. Reeves' contributions to higher education are commendable and have included providing insight on important issues concerning legislation impacting students and student life on TBR campuses; and

WHEREAS, Ms. Reeves has used her experiences and unique perspective to devote considerable time and effort as a member of the Committee on Academic Policies and Programs and the Finance and Business Operations Committee; and

WHEREAS, during her tenure with the Board, Ms. Reeves unfailingly fulfilled her responsibilities through active and eager participation in Board deliberations and contributed greatly to the governance of the System; and

WHEREAS, she is an individual of high integrity and wisdom with truly a sincere interest in the welfare of the Tennessee Board of Regents System and Tennessee higher education; and

WHEREAS, her tenure has been marked by selfless support of the System and a number of its individual institutions;

NOW, THEREFORE, BE IT RESOLVED, that the Tennessee Board of Regents expresses its sincere appreciation to Ms. Rebecca Reeves, for her dedication and many contributions to the Tennessee Board of Regents System.

**A Resolution of Appreciation for the Service of
Ms. Dottye Webb, as Faculty Regent for the
Tennessee Board of Regents**

WHEREAS, the Tennessee Board of Regents, in regular session at Columbia State Community College in Columbia, Tennessee, wishes to express its sincere appreciation to Ms. Dottye Webb, for her service as Faculty Regent; and

WHEREAS, she was appointed to this position by the Honorable Bill Haslam, Governor of the State of Tennessee, for the 2014-2015 academic year; and

WHEREAS she has fulfilled her responsibilities in an exemplary manner by contributing to the governance of the institutions within the purview of the Board by sharing her concerns for the faculty within the Board System and for educational quality; and

WHEREAS, she has provided leadership, guidance and expertise to the Board in the areas of articulation and student life and has represented her colleagues and students of the TBR System with unwavering and distinguished service; and

WHEREAS, she has used her experiences to devote considerable time, effort and perspective as a member on the Presidential Search Advisory Committee for the President of Motlow State Community College; and

WHEREAS, she actively devoted her time and attention to deliberations within the Committee on Academic Policies and Programs and the Committee on Workforce Development, also known as the Tennessee Colleges of Applied Technology Committee; and

WHEREAS, during her tenure with the Board, she unfailingly fulfilled her responsibilities through active participation in Board deliberations and contributed greatly to the governance of the System; and

WHEREAS, she is an individual of high integrity and wisdom with a sincere interest in the welfare of the Tennessee Board of Regents System and Tennessee higher education; and

WHEREAS, her tenure has been marked by selfless support of the System and a number of its individual institutions;

NOW, THEREFORE, BE IT RESOLVED, that the Tennessee Board of Regents System expresses its sincere appreciation to Ms. Dottye Webb, for her dedication and contributions to the Board and its institutions; and extends best wishes to her in all her future pursuits.

**A Resolution of Appreciation for the Service of
Dr. Nathan L. Essex
to the Tennessee Board of Regents**

WHEREAS, on June 7, 2001, the Tennessee Board of Regents unanimously voted to appoint Dr. Nathan L. Essex as the first president of Southwest Tennessee Community College; and

WHEREAS, prior to becoming the President, the Tennessee Board of Regents in 1999 selected Dr. Essex to serve as Interim President to plan and execute the merger of State Technical Institute at Memphis and Shelby State Community College in Memphis; it was his steady temperament and strong character that led many to welcome and advise him to seek the permanent appointment to lead the new institution which would become Southwest; and

WHEREAS, during his tenure as President, he championed several capital projects with the opening of the Maxine Smith Center, a new academic building, a new library, a state-of-the-art culinary facility, as well as the opening of the new Whitehaven Center and parking garage at its downtown campus. Additionally, he was responsible for securing significant capital maintenance funds to enhance and promote a rewarding academic environment for students, faculty and staff at Southwest; and

WHEREAS, Dr. Essex answered the call for more registered nurses and embarked on a campaign to raise funds to construct what proved to be one of the highlights of his Presidency, the erection of an \$18 million dollar Nursing, Natural Sciences and Biotechnology Building that promises to produce 50% more nurses annually. During this campaign, his efforts secured federal funds as well as several contributions from Memphis area businesses, the largest of which was \$2 million dollars from FedEx, which led to the college's proposed facility being accelerated on TBR's Capital Outlay list; and

WHEREAS, the Southwest Nursing Program has had a 100% passage rate on the NCLEX exam for the past 3 years and has had a 98% passage rate in the most recent exam; and

WHEREAS, after a meeting with Shelby County and Memphis mayors, key members of the state legislature, and local industry leaders regarding the lack of qualified workers, President Essex envisioned a program that would better prepare citizens for industrial positions. He responded by leading the effort to create the Industrial Readiness Training Program (IRT), and since its inception over 1,000 Tennesseans are earning higher wages with benefits; and

WHEREAS, under his leadership, Southwest Tennessee Community College raised substantial private dollars alongside giants such as St. Jude and the University of Memphis. The college received over \$80 million dollars in grants and private dollars to support its mission; as

well as raise an additional \$3.4 million in non-state dollars to complete the capital campaign to construct a new \$3.9 million dollar facility to house the IRT program; and

WHEREAS, Dr. Essex being a distinguished educator, has received numerous awards in recognition of his contributions to education and the community, including the 2014 Downtown Vision Award by the Mayor of Memphis and the Downtown Memphis Commission for “drastically improving the west boundary of the Medical District and Downtown Memphis on Union Avenue;” and

WHEREAS, by allowing students to graduate from the college with little or no student loan debt, President Essex continuously resisted calls to implement a student loan program, noting the low cost of tuition and the need to protect the future of its graduates; and

WHEREAS, under his protective watch all programs at the college are now nationally accredited, the college has also expanded its educational offerings resulting in more than 100 associate degree and technical certificate programs, with the placement rate for graduates within their majors averaging 89%; and

WHEREAS, during his tenure the college was ranked as one of the leading two-year colleges in the nation in Science and Technology in 2002 by a national community college publication, *Community College Week*; in the top ten percent of Associate Degree producers for African Americans in Business Operations Support and Assistant Services, received an “A” on the American School Search Safety Report, and has been named to the President’s Higher Education Community Service Honor Roll; and

WHEREAS, the Tennessee Board of Regents grants President Emeritus status to Dr. Nathan L. Essex for his continued support of Southwest Tennessee Community College and the Tennessee Board of Regents System;

NOW, THEREFORE, BE IT RESOLVED that the Tennessee Board of Regents expresses its sincere appreciation to Dr. Nathan L. Essex for his outstanding contributions and leadership to the TBR System and wishes him the absolute very best in his retirement.

**A Resolution of Appreciation for the service of
Dr. MaryLou Apple
to the Tennessee Board of Regents**

WHEREAS, Dr. MaryLou Apple has thirty-seven years of service with the Tennessee Board of Regents system – first with Walters State Community College as an associate professor of nursing, dean, then Vice President for Academic Affairs, and later as President of Motlow State Community College since 2006; and

WHEREAS, at Motlow in 2006 she organized the Presidential Student Leadership Institute, which provides mentoring for up to 15 students per year to develop visionary, inspirational, and leadership skills to become future leaders; and initiated the Adult College Express, designed for adult learners to earn an associate degree in two years; and

WHEREAS, under her leadership, Motlow launched the Mechatronics Program in 2009, combining electrical and mechanical engineering to respond to industry needs to improve the education and economic progress in the region and state through the Level I Siemens certification and the Level II Associate of Applied Science in Mechatronics Technology. Motlow received a Trade Adjustment Assistance Community College and Career Training Grant of \$3.2 million to assist with the program; and

WHEREAS, during her tenure, Motlow was recognized as one of the 50 top community colleges and one of the fastest growing community colleges in the nation by *Community College Week*, and received the Excellence in Business Ovation Award from the *Cumberland Business Journal* in 2010 for the addition of the Mechatronics program; and

WHEREAS, she founded the Motlow Ladies Philanthropic Society in 2009, an organization dedicated to educating and supporting women through scholarships and the establishment of an endowment; and she helped higher education become more accessible by raising more than \$3 million in gifts for a second building at the Smyrna campus through the Community College Special Capital Outlay Program; and

WHEREAS, she recognized the need for expanding the nursing program to the McMinnville and Smyrna Centers, which allows the institution to train and graduate a greater number of RNs per year that helps to meet the growing demand of registered nurses in the College's eleven-county service area; and

WHEREAS, President Apple was awarded the prestigious Shirley B. Gordon Award of Distinction for 2012 from Phi Theta Kappa National Honor Society for providing extensive support and resources for Motlow's PTK chapter, and was recognized by *Murfreesboro Magazine* as one of Ten Most Influential Business Women in Rutherford County in 2015 and by the Tullahoma Chamber for the 2015 Inaugural Women Impacting the Community for her work in education; and

WHEREAS, the College's endowment has significantly increased during Dr. Apple's presidency, including a STEM endowment and outreach program to benefit middle school students in the eleven-county service area; and

WHEREAS, the Tennessee Board of Regents wishes to grant the title of President Emeritus as an honorary designation without compensation;

NOW, THEREFORE, BE IT RESOLVED that the Tennessee Board of Regents expresses its sincere appreciation to Dr. MaryLou Apple for her outstanding contributions and leadership to the system and wishes her the very best in her retirement.



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request From
Motlow State Community College

DATE: June 19, 2015

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

On March 17, 2015, Motlow State Community College Naming Committee met to discuss the naming of the Smyrna Campus science-technology-allied health building. Vice President for Business Affairs Hilda Tunstill conducted the meeting that brings forth this recommendation to name the Smyrna Campus science-technology-allied health building as the "MaryLou Apple Science-Technology- Allied Health Building."

Dr. Apple's tenure of 30 years in higher education service spans from faculty to president. Her nursing background signifies her interest in science and allied health programs. As President of Motlow State Community College, she worked tenaciously and successfully secured funding needed for the Community College Special Capital Outplay Program. She not only met the required 15% match but doubled the match for a second building at the Smyrna Campus. Dr. Apple has been a strong and valuable asset to the Motlow College foundation.

This request is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques.



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

May 5, 2015

Hilda Tunstill
Vice President for Business Affairs
Motlow State Community College
P.O. Box 8500, Dept. 120
Lynchburg, Tennessee 37352

Dear Hilda Tunstill:

This letter is to confirm receipt of your March 31, 2015, request that the Science Technology Allied Health Building at the Smyrna Campus be known as "MaryLou Apple Science Technology Allied Health Building." I will place this recommendation on the agenda for the June 19, 2015, Board Meeting under New Business.

Sincerely,

John G. Morgan
Chancellor

JGM/KF



TENNESSEE BOARD OF REGENTS

1415 Murfreesboro Road, Suite 340 | Nashville, TN 37217-2893 | Phone 615.366.4403 | Fax 615.366.3922 | www.tbr.edu

MEMORANDUM

TO: Chancellor Morgan

FROM: David Gregory *David Gregory*

SUBJECT: Building Naming at Motlow State Community College, Smyrna Campus

DATE: May 5, 2015

I have reviewed Hilda Tunstill's letter dated March 31, 2015 requesting that the Smyrna Campus-Science-Technology-Allied Health Building be named the "MaryLou Apple Science-Technology-Allied Health Building".

Dr. Apple has committed herself to higher education for over 30 years of service from a faculty member to President. Her nursing background signifies her interest in science and the allied health programs. Dr. Apple worked within a 10-week period to secure funding needed for the Community College Special Capital Outplay Program, which required a 15% match for a second Smyrna building. She was able to double the percentage needed for the match. Her dedication to higher education is evidenced by her life-long contributions to higher education.

The Motlow State Community College naming committee met on March 17, 2015. They voted to approve this naming and the request is in compliance with TBR Policy 4:02:05:01 - Naming Buildings and Facilities and Building Plaques.

I recommend that this request be approved.

Attachment



MOTLOW COLLEGE

My Motlow. My Future.

March 31, 2015

OFFICE OF BUSINESS AFFAIRS

Vice Chancellor David Gregory
Tennessee Board of Regents
1415 Murfreesboro Road, Suite 350
Nashville, TN 37217.2833

Dear Vice Chancellor Gregory,

The naming committee for the Smyrna Campus – Science-Technology-Allied Health Building met on Tuesday, March 17, 2015 at 1 p.m. Members present included:

Sidney-Anthony McPhee – Staff	Dr. Sam Ingram - Community
Elizabeth Fitch – Faculty	Jerry Cooper - Community
Tequila Zayas – Student	Hilda Tunstill - Staff

The meeting was conducted by Hilda Tunstill. The committee reviewed the Tennessee Board of Regents Policy 4:02:05:01 (Naming Buildings and Facilities and Building Plaques). We discussed possible recommendations for the naming of the Smyrna Campus – Science-Technology-Allied Health Building. The committee considered individuals and groups that were instrumental in making this second building a reality for the Smyrna Campus.

The committee unanimously voted that the Smyrna Campus building be named the MaryLou Apple Science-Technology-Allied Health Building. Dr. Apple has announced her retirement effective June 30, 2015.

Justification for this recommendation is evidenced by her commitment to higher education for over 30 years of service from a faculty member to President. Her nursing background signifies her interest in science and the allied health programs. Dr. Apple worked within a 10-week period to secure funding needed for the Community College Special Capital Outlay Program which required a 15% match for a second Smyrna building. She was able to double the percentage needed for the match. Her dedication to higher education is evidenced by her life-long contributions to higher education.

Please advise if you have any questions of the nominating committee.

Sincerely,

Hilda Tunstill

Vice President for Business Affairs

P.O. Box 8500 ♦ Dept. 120 ♦ Lynchburg, TN 37352-8500
931-393-1686 ♦ Fax 931-393-1902 ♦ www.mscc.edu
A Tennessee Board of Regents Institution



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request From
Jackson State Community College

DATE: June 19, 2015

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

President Bruce Blanding has requested that the new nursing building be named "Jim Moss Center for Nursing."

Mr. Moss has served as CEO of the Jackson-Madison County General Hospital and West Tennessee Healthcare. His accomplishments and support to Jackson State Community College will help educate many future generations in the medical field. He has played a vital role in the initiation of the nursing program of Jackson State Community College, through financial support and advocacy for the program.

The Jackson State Community College Naming Committee met on March 30, 2015. They voted to approve this naming. It is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques.



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

April 28, 2015

Dr. Bruce Blanding
President
Jackson State Community College
2046 N. Parkway
Jackson, TN 38301

Dear President Blanding:

This letter is to confirm receipt of your April 24, 2015, request that the new nursing building at Jackson State Community College Campus be known as the "Jim Moss Center for Nursing." I will place this recommendation on the agenda for the June 19, 2015, Board Meeting under New Business.

Sincerely,

John G. Morgan
Chancellor

JGM/KF



TENNESSEE BOARD OF REGENTS

1415 Murfreesboro Road, Suite 340 | Nashville, TN 37217-2833 | Phone 615.366.4403 | Fax 615.366.9922 | www.tbr.edu

MEMORANDUM

TO: Chancellor Morgan

FROM: David Gregory

SUBJECT: Naming of the Nursing Building at the Jackson State Community College Campus

DATE: April 27, 2015

I have reviewed Dr. Bruce Blanding's letter dated April 24, 2015, requesting the new nursing building that will accommodate instructional and office space for the nursing program, be named the "Jim Moss Center for Nursing."

Mr. Moss has served as CEO of the Jackson-Madison County General Hospital and West Tennessee Healthcare. His accomplishments and support to Jackson State Community College will help educate many future generations in the medical field. He has played a vital role in the initiation of the nursing program of Jackson State Community College, through financial support and advocacy for the program approval.

The Jackson State Community College naming committee met on March 30, 2015. They voted to approve this naming and request in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques. I recommend that this request be approved.

Attachments



**Jackson State
Community College**

2046 N. Parkway
Jackson, TN 38301
www.jsc.edu

April 24, 2015

Mr. John Morgan, Chancellor
Tennessee Board of Regents
1415 Murfreesboro Road
Nashville, TN 37217

Dear Chancellor,

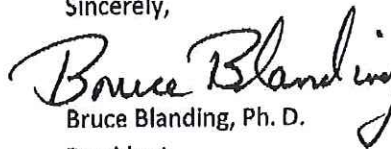
As you know, Jackson State Community College is in the final stages of construction of a Nursing building that will provide instructional and office space for our nursing program. This would not have been possible without the leadership of you and the Board, as well as the financial support of the state of Tennessee. In addition, the majority of local matching funds, and the ongoing support and partnership of West Tennessee Healthcare were an integral part of this project becoming a reality.

A campus naming committee, chaired by Dr. Leslie West-Sands, Dean of Nursing and operating in accordance with TBR policy has recommended naming the building the Jim Moss Center for Nursing. Attached is an email from Dr. West-Sands delineating the committee's action.

Mr. Moss was the long serving CEO of Jackson-Madison County General Hospital and West Tennessee Healthcare. Under his leadership, the hospital has been extraordinarily supportive of Jackson State, especially with regard to our Nursing program. Please note the attachment describing Mr. Moss and his extensive accomplishments and support.

I am proud to recommend to you, with a request that you recommend to the Board for their consideration and approval, the naming of Jackson State's new Nursing building the Jim Moss Center for Nursing. Thank you for your consideration and your support.

Sincerely,


Bruce Blanding, Ph. D.
President

attachments

Office of the President

731.425.2602 • Fax 731.425.2642

Jackson State Community College is a Tennessee Board of Regents Institution.

Memorandum

TO: Bruce Blanding, Ph.D., President

FROM: Jackson State Building Naming Committee
Leslie West Sands, Ph.D., Chair *LWS*

TOPIC: Report of the Building Naming Committee

DATE: April 3, 2015

The Building Naming Committee met on Monday March 30th, with all committee members in attendance. TBR policy 4:02:05:01 was provided for each member of the committee to review. The group discussed suitable names for the new nursing building and generated the following proposals:

The Jim Moss Center for Nursing

The Jim Moss Nursing Center

The Jim Moss Center for Nursing Education

The Jim Moss Nursing Building

The committee recommendation is The Jim Moss Center for Nursing, as this name reflects the building's purpose and is also consistent with the naming of the Ned McWherter Center for Advanced Industrial Technologies. If any additional work is desired of the committee, please advise.

Jim Moss and West Tennessee Healthcare

Jim Moss served as the President and CEO of Jackson-Madison County General Hospital from 1986 to 2007. During his tenure, Mr. Moss guided the hospital from its role as a primary care general hospital into its current position as the tertiary care hospital for the entire West Tennessee region.

Mr. Moss joined Jackson-Madison County General Hospital in 1982 as associate administrator and led an expansion project that featured an eight-story tower, as well as the introduction and expansion of specialized services such as cancer treatment and heart surgery.

By expanding the role of Jackson-Madison County General Hospital, Mr. Moss also positioned the organization to provide numerous additional opportunities for local colleges and universities to place students for clinical rotations and jobs.

In addition to the role he played in leading the development of Jackson-Madison County General Hospital, Mr. Moss was also actively involved in improving the economic health of Jackson and the West Tennessee region. He led a Chamber of Commerce effort in 1992 to raise \$1.3 million for economic development efforts. Under his direction the effort, known as the 21st Century Project Phase II raised more than \$2 million from local businesses and was the largest amount of money raised in any single effort in Madison County up to that point in the community's history.

Mr. Moss always was a strong, active supporter of the Tennessee Hospital Association (THA) and an advocate for hospitals. He served as chairman of the THA Board of Directors from 1988-89 and chaired many of the association's committees and councils during his tenure at THA. He also served on the TennCare task force for many years addressing challenges of providing health care for low income individuals and families, and he provided the major push to form the Coalition to Protect Tennessee's Hospitals, a multi-year educational media campaign that was designed to educate the public about financial challenges facing the state's hospitals. In addition, Mr. Moss developed the significant grassroots program for THA's government relations division that still exists today. He was the recipient of the THA Distinguished Service Award, the highest honor presented by the association, in 1990.

Mr. Moss was also a strong supporter of the American Hospital Association (AHA). He was appointed to serve a three-year term on the AHA Board of Trustees from 2002-2004, was a THA delegate and a metropolitan delegate to the AHA Regional Policy Board 4 for several years, served as the AHA Section for Long-Term Care and Rehabilitation board liaison in 2004, and was a member of the AHA Advisory Group on Hospital Billing and Collection Practices in 2003.

Locally, Mr. Moss played a vital role in the initiation of the nursing program of Jackson State Community college, through financial support and advocacy for program approval. As a leader in economic development he realized the importance of a well-prepared workforce and the long-term benefits of supporting nursing education. Under his leadership a nursing student scholarship

program was initiated which enabled hundreds of students to attain their goal of becoming a registered nurse. Upon graduation most of these students were employed as RNs by Jackson-Madison County General Hospital. Through his leadership, annual contributions to the nursing program grew from \$40,000 to \$320,000, and the program grew to be one of the largest in the state. He consistently supported the college's efforts to initiate new programming, expand existing health programs, and fund faculty positions, equipment, and facilities to enable the nursing program to grow, excel, and meet the nursing workforce needs of the community. He pledged financial support for a series of campus building proposals for new health science buildings and in 2007 approved a \$750,000 donation to renovate space to relocate the nursing program to the McWherter Center for Advanced Technologies. Throughout his tenure as CEO of Jackson-Madison County General Hospital Mr. Moss worked diligently to ensure the Jackson State Community College Nursing Program received both the funding and equipment necessary to support the preparation of highly-skilled RNs who now serve the healthcare needs of the west Tennessee community.

Mr. Moss was a visionary, developing a healthcare system in West Tennessee that included providing a broad continuum of care and cost containment efforts that continue today. His commitment and dedication to high quality health care, the hospital and the patients it serves have been at the forefront of every decision he has made. His loyalty and determination to always do the right thing have earned him the respect and admiration of his peers and colleagues locally, regionally, and at the state and national levels.

He was, and is, a force in health care as we know it in Tennessee.



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request From
Volunteer State Community College

DATE: June 19, 2015

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

President Jerry Faulkner has requested that the Volunteer State Community College new humanities building be named the "Steinhauer – Rogan – Black Humanities Building."

The building naming would honor John and Jane Steinhauer, Marion (Chet) and Clara Rogan, and Dr. David Black and U.S. Congressman Diane Black. The three families recognized for this building naming are highly respected and are significant supporters of Volunteer State Community College. For this reason, the naming committee chose this specific name as a reflection of their joint active participation and extensive community involvement.

The Volunteer State Community College Naming Committee met on April 29, 2015. They voted to approve this naming. It is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques.



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

May 13, 2015

Dr. Jerry Faulkner
President
Volunteer State Community College
1480 Nashville Pike
Gallatin, Tennessee 37066-3188

Dear President Faulkner:

This letter is to confirm receipt of your May 1, 2015, request that the new humanities building at Volunteer State Community College Campus be known as the “Steinhauer – Rogan – Black Humanities Building.” This building naming is the desire of Dr. David Black and U.S. Congressman Diane Black request to acknowledge and honor two outstanding families in Sumner County. I will place this recommendation on the agenda for the June 19, 2015, Board Meeting under New Business.

Sincerely,

John G. Morgan
Chancellor

JGM/KF




TENNESSEE BOARD OF REGENTS

1415 Murfreesboro Road, Suite 340 | Nashville, TN 37217-2833 | Phone 615.366.4403 | Fax 615.366.8922 | www.tbr.edu

MEMORANDUM

TO: Chancellor John G. Morgan

FROM: David Gregory 

SUBJECT: Building Naming at Volunteer State Community College

DATE: May 15, 2015

I have reviewed President Jerry Faulkner's letter dated May 1, 2015, requesting that the new humanities building located on the main campus of Volunteer State Community College be named the "Steinhauer – Rogan – Black Humanities Building."

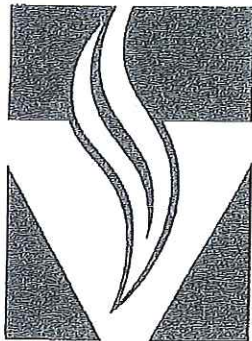
The Volunteer State Community College Naming Committee convened April 29, 2015. The unanimous recommendation of this committee was to recommend the name of this new facility to be the "Steinhauer – Rogan – Black Humanities Building." The building naming would honor Dr. David Black and U.S. Congressman Diane Black, John and Jane Steinhauer and Marion (Chet) and Clara Rogan.

The new humanities building will house 23 classrooms, seven computer labs, an art gallery, art/printing studio, commercial music recording studio suite, instrumental ensemble classrooms, multiple faculty offices, a variety of other specialized instructional spaces including the Honors Program, conference area, and dedicated classroom with study space.

The Naming Committee that met on April 29, 2015, voted unanimously to honor these three families for their dedication and support to Volunteer State Community College and the community. This request is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques. I therefore recommend that this request be approved.

Attachments

**VOLUNTEER
STATE**



**COMMUNITY
COLLEGE**

**Office of
the President**

Main Campus
1480 Nashville Pike
Gallatin, TN 37066-3188
615-452-8600
1-888-335-VSCC (8722)

Vol State at Livingston
113 Windle Community Rd
Livingston, TN 38570
931-823-7065
1-800-563-8220

Vol State at Highland Crest
150 Laureate Avenue
Springfield, TN 37172
615-433-7030
1-855-724-8722

Vol State at McGavock
3150 McGavock Pike
Nashville, TN 37214-1634
615-885-8910

Volunteer State Community College, a Tennessee Board of Regents Institution is an AA/EEO employer and does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, or veteran status in its program and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Director of Human Resources, Affirmative Action Officer, Title IX Coordinator, 1480 Nashville Pike, Gallatin, TN 37066, 615.230.3592.

May 1, 2015

Chancellor John Morgan
Tennessee Board of Regents
1415 Murfreesboro Road, Suite 350
Nashville, TN 37217-2833

Chancellor Morgan,

This letter is to request that the Board approve the name for the new humanities building as the Steinhauer – Rogan - Black Humanities Building. This is the name suggested by Dr. David Black and his wife Congressman Diane Black. As you know the Black's contributed \$1 million toward the cost of the building. The name speaks to the generosity of the Blacks and honors their desire to recognize two outstanding families in Sumner County.

A committee consisting of students, staff, and faculty met to consider the matter and recommend the name. Minutes of their meeting are attached. I've also included some biographical information about the Steinhauers, Rogans, and Blacks.

If you need additional information, please let me know. Thank you for your consideration.

Sincerely,

Jerry L. Faulkner

MINUTES OF
COMMITTEE ON NAMING OF THE
NEW HUMANITIES BUILDING

Wednesday, April 29, 2015 3:30 PM

MEMBERS PRESENT:

Lauren Collier, Executive Assistant to President; Alycia Ehlert, Dean of Humanities
Karen Mitchell, VP Resource Development; James Story, Department Chair, Humanities
Tami Wallace, Director Public Relations; Len Assante, Communications Faculty
Sue Mulcahy, Art Faculty; Carol Bazenet, Secretary II, Career Placement
Jessie Versage, SGA President

The meeting was called to order by Lauren Collier. She explained the purpose of the Committee and outlined the process for naming the Humanities building. The task of the Committee was to recommend a name to Dr. Faulkner who, if in support, would recommend the name to TBR for approval.

Karen Mitchell explained that with the generous donation of one million dollars from Dr. David and Congressman Diane Black came the right to suggest a name for the building. The Blacks have requested the building be named the "Steinhauer, Rogan, and Black Humanities Building" to include their long-time friends and active community members, John and Jane Steinhauer and Marion (Chet) and Clara Rogan. The Blacks feel it is an appropriate way to honor their friends for their extensive community involvement. Karen expressed that given the Blacks' and the Steinhauers' differing political affiliations, the offer provides balance to the name.

James Story added to the discussion his long involvement with and support from both the Rogan and Steinhauer families, expressing what fine people they are.

Tami Wallace raised the question about what the shorter colloquial name of the building may be. All were in agreement that it would likely arise organically, but likely be called the SRB. Dr. Black had also raised the question with Karen Mitchell and did not have a preference.

No other names were suggested. Len Assante moved to vote on the name. The motion was seconded by James Story. The vote to name the new Humanities building the "Steinhauer, Rogan, and Black Humanities Building" passed unanimously.

Alycia Ehlert opened a discussion to pool the faculty and staff donations to earn naming rights for the Honors Suite. She mentioned interest from colleagues to honor Jenny Thigpen for her support, passion and enthusiasm for the college and its progress. The naming of suites/rooms was tabled for further discussion with Karen Mitchell and the Foundation closer to the opening of the building.

The meeting was dismissed at 3:45.

RECORDER: Lori Thomas, Secretary II Office of the President

MINUTES APPROVED: 

Lauren Collier, Ph.D., Executive Assistant to the President

Volunteer State Community College

Biographical Support for Honorees of the Proposed Steinhauer, Rogan, and Black Humanities Building

Dr. David and Congressman Diane Black

Congressman Diane Black currently serves in the U.S. House of Representatives as the Representative from Tennessee's 6th Congressional District. She is a member of the Ways and Means and Budget Committees and professes an unwavering commitment to restore fiscal sanity in Washington. She has worked to enact market-based health care reform and return America to principles of limited government and free enterprise. She served in the Tennessee General Assembly from the 45th District for six years, became a state senator in 2004, and was elected to Congress in 2010. Her early career path included work as a nurse, small businesswoman, and educator.

David L. Black, Ph.D. is an internationally recognized forensic toxicologist and founder of Aegis Sciences Corporation. He earned his undergraduate degree from Loyola College (Baltimore, Maryland) and doctorate in forensic toxicology from the University of Maryland at Baltimore. Dr. Black is a Diplomate of the American Board of Forensic Toxicology (D-ABFT) and a Fellow of the American Institute of Chemists (FAIC). Dr. Black is currently a Clinical Associate Professor with an appointment in Pathology at Vanderbilt University. Dr. Black has extensive experience as an expert witness in court cases involving drug use and testing. He consults with major organizations for the development of substance abuse prevention and testing programs.

Dr. and Mrs. Black have three grown children and six grandchildren.

Mr. and Mrs. Marion "Chet" Rogan (Clara)

Clara and Chet Rogan have been active community members throughout their lives. Mrs. Rogan has served on the boards of a number of local nonprofits including the Shalom Zone, Good Neighbor Mission, Sumner County United Way, and Volunteer State College Foundation. Stephanie Meadows, executive director of Good Neighbor Mission, said "You can't know Clara and not love her. We are so appreciative of her work." Chet Rogan is retired from the Transportation Department.

The Rogans and Blacks met when Diane worked at Sumner Regional Medical Center. The Rogans' son Tommy has catered barbecue for Dr. Black's company since it began and throughout its growth from 20 to over 650 employees. The families have been friends for many years.

Mr. and Mrs. Rogan raised five children.

Mr. and Mrs. John Steinhauer (Jane)

Former Rep. John Steinhauer served as representative to the Tennessee General Assembly from the 45th District for three consecutive terms. A polio survivor, he met and was greatly influenced by President Franklin D. Roosevelt. John was known as a strong voice for education, health, and human services during his legislative tenure. Interestingly, Diane Black later held the same seat as a republican.

John studied political science at Peabody College for Teachers and the University of Tennessee and public administration at Vanderbilt University. He and his wife Jane had five children, including Joni Steinhauer Warsham who was the first female to register at Volunteer State Community College.

The Steinhauers and Blacks met and became friends at St. Timothy Lutheran Church soon after the Blacks moved to the area. Through the years and across political differences, the families have remained close.



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request From
Tennessee Tech University

DATE: June 19, 2015

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

President Philip Oldham requests that the Tennessee Tech University building known as South Hall which houses the College of Agriculture and Human Ecology, be named "Oakley Hall."

Millard and J.J. Oakley are both generous benefactors to the university. The Okleys have made significant contributions, particularly concerning agricultural students with the recent gift of the Oakley Farm to Tennessee Tech University.

The Tennessee Tech University Naming Committee met on April 9, 2015. They voted to approve this naming. The request is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques.



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

May 5, 2015

Dr. Philip Oldham
President
Tennessee Technological University
1 Williams Jones Drive
Cookeville, Tennessee 38505

Dear President Oldham:

This letter is to confirm receipt of your April 20, 2015, request that the renovated South Hall at Tennessee Tech University Campus be known as the "Oakley Hall." This is in honor of Millard and J.J. Oakley's generosity to TTU. I will place this recommendation on the agenda for the June 19, 2015, Board Meeting under New Business.

Sincerely,

John G. Morgan
Chancellor

JGM/KF



TENNESSEE BOARD OF REGENTS

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

MEMORANDUM

TO: Chancellor Morgan

FROM: David Gregory *David Gregory*

SUBJECT: Building Naming at Tennessee Technological University

DATE: May 5, 2015

I have reviewed President Philip Oldham's letter dated April 20, 2015, requesting the newly renovated building known as South Hall which houses the College of Agriculture and Human Ecology, to be named the "Oakley Hall."

Millard and J.J. Oakley are both generous benefactors to the university. Millard and J.J. Oakley have made significant contributions, particularly in agricultural students with the recent gift of the Oakley Farm to Tennessee Technological University.

The Tennessee Technological University naming committee met on April 9, 2015. They voted to approve this naming and request in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques. I recommend that this request be approved.

Attachments



OFFICE OF THE PRESIDENT

Box 5007 • Cookeville TN 38505-0001 • 931-372-3241 • Fax 931-372-6332 • tntech.edu

April 20, 2015

Mr. John Morgan, Chancellor
Tennessee Board of Regents
1415 Murfreesboro Road, Suite 350
Nashville, TN 37217-2833

Dear Chancellor Morgan:

With this letter I am recommending that Tennessee Technological University's building which houses the College of Agriculture and Human Ecology (South Hall) be named the "Oakley Hall" in recognition of Millard and J. J. Oakley. This recommendation is to honor the Oakley's generosity to Tennessee Tech University (TTU) as promoters of higher education in all aspects for the region as well as the State of Tennessee. They have enriched the lives of so many students with their continued generosity, and in particular agricultural students with the recent gift of the Oakley Farm to TTU. A monetary value of this particular donation is estimated to be approximately \$8 million, yet to be determined by an appraiser. However, a monetary value cannot be placed on the educational significance this gift will provide in opportunities for TTU students.

Finishing touches to renovations and upgrades totaling \$4 million plus are being completed on this building, and the College of Agriculture and Human Ecology along with other academic and administrative unit offices will soon reoccupy this building. So, this is an opportune time to officially name the building for the Oakley's rich contributions to the University.

The naming recommendation of this building was made by a campus committee appointed in compliance with TBR Policy 4:02:05:01 and the TTU Facilities Naming Policy. Support documentation is enclosed.

Thank you for your consideration of this naming request. Please contact my office if additional information is needed.

Sincerely,

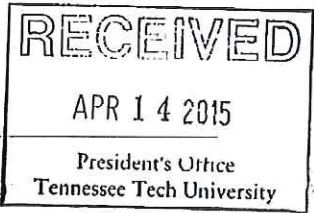
Philip B. Oldham
President

PBO:tt

Enclosures



Office of the Dean • College of Agriculture and Human Ecology
Box 5165 • Cookeville, TN 38505-0001 • (931) 372-3149 • Fax (931) 372-3150



MEMORANDUM

TO: Dr. Philip Oldham, President

FROM: Dr. Lizabeth Self Mullens, *Liz Mullens* Dean, College of Agriculture & Human Ecology
Chair, Naming Committee for South Hall

DATE: April 13, 2015

RE: Naming Committee Report for South Hall

On behalf of the ad-hoc Naming Committee for South Hall, I am pleased to report that the committee has completed deliberations according to the guidelines in the TTU and TBR policies on naming buildings. The committee recommends that South Hall be renamed "Oakley Hall".

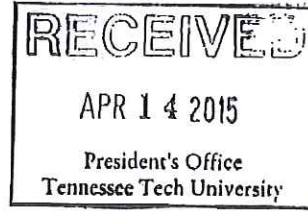
The members of the committee included . . .

- Allison Barlow, Student, College of Agriculture & Human Ecology,
- Michael Best, Professor, Agriculture Economics, School of Agriculture
- Lizabeth Mullens, Professor & Dean, College of Agriculture & Human Ecology
- Tiff Rector, Associate Vice President for Advancement
- Claire Stinson, Vice President for Planning & Finance
- Melinda Swafford, Professor, Family & Consumer Sciences, School of Human Ecology

The unanimous decision was based on the many contributions of Mr. Millard Oakley to agriculture and to families and children in the region. Mr. Oakley's support of the Tennessee Tech School of Agriculture was particularly noted in the availability of the Oakley Sustainable Agriculture Center for student lab experiences and for faculty and student research. We are pleased to honor the Oakleys in this way.

C: Tiff Rector, Associate Vice President for Advancement
Bahman Ghorashi, Provost & Vice President for Academic Affairs

**Naming Committee Meeting
South Hall
April 9, 2014**



Minutes

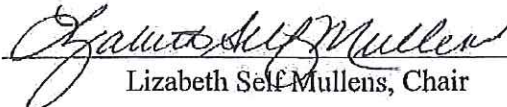
Present: Michael Best, Lizabeth Mullens (chair), Tiff Rector, Claire Stinson, Melinda Swafford
Absent: Allison Barlow

The meeting was called to order by Lizabeth Mullens. President Philip Oldham presented the charge to the committee regarding the renaming of South Hall.

The many contributions of Mr. Millard Oakley to the College of Agriculture and Human Ecology were discussed, as well as his contributions to children and families in the surrounding region. One other potential candidate was considered; however, the committee determined that the support of the Oakleys to the TTU community was unsurpassed at this time. The committee decided unanimously to rename South Hall to Oakley Hall.

Lizabeth Mullens will notify student member Allison Barlow of the decision.

Respectfully submitted,


Lizabeth Self Mullens, Chair


Date



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request From
Austin Peay State University

DATE: June 19, 2015

PRESENTER: Chancellor John G. Morgan

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

President Alisa White requests that the Austin Peay State University newly acquired building located at 524 College Street, Clarksville, Tennessee, be named the "Wayne and Marianne Ard Building."

This property was previously known as the Church of Christ Student Center. Once the renovations are complete the building will be used for health and psychology counseling services.

Mr. Wayne Ard and his late wife, Marianne, were generous benefactors to the university. Their significant contributions to Austin Peay State University inspired other friends and supporters of the university to a similar level of generosity.

The Austin Peay State University Naming Committee met on April 27, 2015. They voted to approve this naming. It is in compliance with TBR Policy 4:02:05:01- Naming Buildings and Facilities and Building Plaques.



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

May 5, 2015

Dr. Alisa White
President
Austin Peay State University
601 College St.
Clarksville, TN 37044

Dear President White:

This letter is to confirm receipt of your April 28, 2015, request that the newly acquired building at Austin Peay State University Campus be known as the "Wayne and Marianne Ard Building." I will place this recommendation on the agenda for the June 19, 2015, Board Meeting under New Business.

Sincerely,

John G. Morgan
Chancellor

JGM/KF



TENNESSEE BOARD OF REGENTS

1415 Murfreesboro Road, Suite 940 | Nashville, TN 37217-2833 | Phone 615.366.4403 | Fax 615.366.3922 | www.tbr.edu

MEMORANDUM

TO: Chancellor Morgan

FROM: David Gregory *David Gregory*

SUBJECT: Building Naming at Austin Peay State University

DATE: May 5, 2015

I have reviewed President Alisa White's letter dated April 28, 2015, requesting that the newly acquired building at Austin Peay State University Campus be named the "Wayne and Marianne Ard Building".

This building located at 524 College Street, Clarksville, Tennessee 37040 was previously known as the Church of Christ Student Center. It is currently being renovated. Once the renovations are complete the building will be used for health and psychology counseling services.

Mr. Wayne Ard and his wife, Mrs. Marianne Ard, were both generous benefactors to the university during their lifetime. Mr. and Mrs. Ard made significant contributions to Austin Peay State University and inspired other friends and supporters of the university to a similar level of generosity.

The Austin Peay State University naming committee met on April 27, 2015. They voted to approve this naming and the request is in compliance with TBR Policy 4:02:05:01 - Naming Buildings and Facilities and Building Plaques. I recommend that this request be approved.

Attachments



Office of the President

April 28, 2015

Chancellor John Morgan
Tennessee Board of Regents
1415 Murfreesboro Road, Suite 350
Nashville, TN 37217

Dear Chancellor Morgan:

It is my pleasure to recommend that Austin Peay State University's newly acquired building on the corner of University Avenue and College Street be named the **Wayne and Marianne Ard Building** in recognition of the generosity of this family to the university. This recommendation to name the building was made by a campus committee appointed in compliance with TBR Policy 4:02:05:01.

Thank you for your consideration of this naming request. Please contact my office if additional information is needed.

Sincerely,

Alisa White
President

Enclosure



Office of Academic Affairs

April 27, 2015

Dr. Alisa White, President
Austin Peay State University
601 College Street
Clarksville, TN 37044

Dear President White,

The Naming Committee for the newly acquired building on the corner of University Avenue and College Street, met on Monday, April 27, 2015. Dr. Dixie Webb, Dr. Eleanor Jator, Mr. Zachary Gillman and I discussed and voted unanimously to name the building:

Wayne and Marianne Ard Building

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jaime Taylor'.

Jaime Taylor, PhD
Interim Provost and Vice President for Academic Affairs

Minutes - Naming Committee Meeting

Building set at University Avenue and College Street

Clarksville, Tennessee

Monday - April 27, 2015

Committee Members Present: Jaime Taylor (chair), Eleanor Jator, Dixie Webb, Zachary Gillman

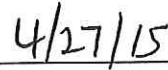
No committee members were absent.

The meeting was called to order by Jaime Taylor. The committee considered and discussed various ways to name the building on the corner of University Avenue and College Street at Austin Peay State University, including consideration of individuals who had significantly contributed to APSU.

After discussion, the committee came to a unanimous decision that the individuals who was most engaged and motivated was Mr. Wayne Ard (and wife, Marianne who passed away in December of 2014). The committee thus chose the name of The "Wayne and Marianne Ard" Building as their recommendation. Jaime Taylor agreed to notify the president of their decision.



Jaime Taylor, Chair



Date