



TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting
Friday, June 24, 2016 - 9:30 a.m. (EDT)
Agenda

- I. Minutes
 - A. March 30, 2016 Regular Session Board Meeting
 - B. May 27, 2016 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 23, 2016
 - B. Report of the External Affairs Committee Meeting on June 23, 2016
 - C. Report of the Workforce Development Committee Meeting on June 23, 2016
 - D. Report of the Audit Committee Meeting on June 23, 2016
- IV. Report of the Regents Award for Excellence in Philanthropy
- V. Report of the Chancellor
- VI. Reports of Presidents and Directors
- VII. Unfinished Business
- VIII. New Business
 - A. Criteria for the Chancellor of the Tennessee Board of Regents
 - B. Criteria for the President of Jackson State Community College
 - C. Report of the Finance and Business Operations Committee Meeting on June 23, 2016, that Includes Approval of Tuition and Maintenance Fees and Approval of the Funding for Operations for the 2016 – 2017 Fiscal Year
 - D. Report of the Personnel and Compensation Committee Meeting on June 23, 2016, that Includes Faculty Promotional Increases and Approval of the System Compensation Plan Recommendations
 - E. Building Renaming from Middle Tennessee State University
 - F. Building Naming Request from Walters State Community College
 - G. Resolution of Appreciation for President Wade McCamey
 - H. Resolution of Appreciation for Faculty Regent Tricia Farwell
 - I. Resolution of Appreciation for Student Regent Nick Russell
 - J. Election of the Vice Chairman for 2016-2017

**MINUTES
TENNESSEE BOARD OF REGENTS
REGULAR SESSION**

March 30, 2016

The Tennessee Board of Regents met in regular session on March 30, 2016, on the Williamson County campus of Columbia State Community College, Franklin, Tennessee. Vice Chairman Emily Reynolds, presiding, called the meeting to order and thanked President Janet Smith for allowing the TBR Board to be the first guests to the new Williamson County campus. President Smith spoke about the vision for and development of the new campus. Vice Chair Reynolds recognized Dr. Ken Moore, Mayor of Franklin, Tennessee, and thanked him for his interest in higher education and for his vital role in the development of the Williamson County campus. General Counsel and Board Secretary Mary Moody then called the roll. Constituting a quorum, the following members were present:

Ms. Emily Reynolds, Vice Chairman
Dr. MaryLou Apple
Dr. Russ Deaton
Mr. Greg Duckett
Dr. Tricia Farwell
Mr. Darrell Freeman
Mr. Tom Griscom
Ms. Fran Marcum
Dr. Barbara Prescott
Mr. Howard Roddy
Mr. Nick Russell
Ms. Leigh Shockey
Mr. Parker Smith
Mr. Bob Thomas
Ms. Danni Varlan

Members not available to attend the meeting were Governor Bill Haslam and Commissioners Julius Johnson and Candice McQueen.

I. Minutes

Minutes of the December 10, 2015, regular session Board meeting and January 21, and February 18, 2016, special called sessions were provided to all Board members prior to the quarterly Board meeting. Regent Thomas moved for the approval of the minutes and Regent Varlan provided a second to the motion. The motion passed on a voice vote.

II. REPORT OF INTERIM ACTION

Vice Chairman Reynolds called upon Chancellor Gregory who presented the Report of Interim Action, reflecting business transacted by the Office of the Chancellor since the previous meeting

of the Board. Chancellor Gregory requested approval of the report. Regent Roddy moved to accept the report and Regent Duckett 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.

III. REPORT OF THE COMMITTEES

The Board then considered approval of the Minutes from the February 4 and February 25, 2016 minutes of the special called Finance and Business Operations Committee; and, the March 15, 2016 minutes of the Audit Committee. Regent Thomas moved for adoption of the minutes and a second was provided by Regent Marcum. The motion carried. A copy of the minutes from the special called meetings of the Finance and Business Operations are attached to the official copy of the Minutes as Appendix B and C. The Audit Committee minutes and background materials are attached to the official copy of the Minutes as Appendix D.

Regent Griscom recognized Blayne Clements, Assistant Director for System wide Audit, who has accepted a position at Austin Peay State University. Regent Griscom thanked Blayne for his hard work over the years while at the system office and, on behalf of the Board, wished him well in his new position.

IV. REPORT OF THE CHANCELLOR

Acting Chancellor Gregory began his report with an update on the presidential search at Walters State Community College. Regent Danni Varlan is chair of the search committee and Regents Tom Griscom and Parker Smith serve as members on the committee. The committee is planning to conduct campus interviews the week of April 18. A special called meeting of the board to receive a recommendation for the next president of Walters State will be held sometime in mid-May.

Chancellor Gregory then gave a report on the recently formed campus safety and security task force, including plans to seek additional state funding for campus security. The task force will provide the board with a full report at its quarterly meeting in September.

Chancellor Gregory then called on Vice Chancellor Denley to present a report on the co-requisite remediation pilot. The pilot examined the effectiveness of restructuring remediation in reading, writing and mathematics for incoming students. The pilot moved into a full system implementation in Fall 2015. The data taken from the pilot showed a 51.7% increase in improved mathematics, 60.8% increase in writing and 59.6% increase in ACT sub-scores. Substantial cost savings per successful student was determined in this pilot along with proven higher retention rates.

V. REPORTS OF PRESIDENTS AND DIRECTORS

Director Dwight Murphy presented the report for the Colleges of Applied Technology. His report highlighted examples of student success across the TCATs. He reported that in 2014-15 82%

students completed on time and 87.3% were placed in their field of study. He reported that 2,136 TnPromise and Reconnect students have been enrolled since July 1, 2015. Out of that number, 95% who started are still enrolled or have completed their program. Eleven TCATs have reported 100% retention rates for those students. Lastly, he reported on the National CTE Letter of Intent Signing Day held at several TCATs, where several hundred high school seniors signed letters of intent to attend the Colleges of Applied Technology this fall.

On behalf of the community colleges, President Karen Bowyer reported that they have seen a 25% increase in first time, full-time freshman due to the TnPromise and Reconnect initiatives. President Bill Seymour of Cleveland State Community College and the Presidential Ambassador for the Phi Theta Kappa Honor Society, introduced PTK students who were in the audience and recognized their achievements. The Phi Theta Kappa Honor Society is the international honor society of two-year colleges and academic programs with over 2 million members in more than 1,250 chapters. PTK students then presented Board members with PTK medallions. Regent Apple thanked the advisors for their time and effort working with the PTK students. Vice Chair Reynolds thanked them for attending the meeting and encouraged them to continue being ambassadors for the System.

President Alisa White reported for the universities, highlighting the various honors colleges, presidential leadership programs and scholarships and top performing student programs at the six universities. Out of these programs, many Goldwater scholars, Fulbright scholars, Fellows and future leaders have emerged.

Vice Chairman Reynolds thanked everyone for their informative and interesting reports.

VI. UNFINISHED BUSINESS

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

VII NEW BUSINESS – Consent Agenda

The following items were presented under the consent agenda:

1. Proposed Revisions to TBR Policy 4:01:03:00 – Payment of Student Fees and Enrollment
2. Proposed Revisions to TBR Policy 4:02:10:00 - Purchasing
3. Proposed Revisions to Policy 2:01:00:00 – General Education Requirements and Degree Requirements
4. Proposed Revisions to TBR Policy 2:03:00:00 – Admissions
5. Columbia State Community College Request for Waiver of Out of State Tuition for Alabama Border Counties

Regent Duckett moved for approval of the consent agenda and Regent Smith provided a second. A copy of the revisions to TBR Policy 4:01:03:00 – Payment of Student Fees and Enrollment is

attached to the official copy of the Minutes as Appendix E. A copy of the revisions to TBR Policy 4:02:10:00 - Purchasing is attached to the official copy of the Minutes as Appendix F. A copy of the revisions to TBR Policy 2:01:00:00 – General Education Requirements and Degree Requirements is attached to the official copy of the Minutes as Appendix G. A copy of the revisions to TBR Policy 2:03:00:00 – Admissions is attached to the official copy of the Minutes as Appendix H. A copy of the Columbia State Community College request for waiver of out of state tuition for Alabama border counties is attached to the official copy of the Minutes as Appendix I.

VII. NEW BUSINESS – Informational Reporting

The following agenda items were presented for informational purposes only and required no action. The first item was an overview of the Governor’s Budget Recommendations. Vice Chancellor Sims’ written report gave an overview of the Governor’s FY 2016 – 2017 higher education budget recommendations. As mentioned in the attached report, the Governor has recommended additional total funding of \$73.7 million for the TBR. Of this amount, \$43.4 million is recurring in nature and \$30.2 million is non-recurring. Additionally, the Governor recommended \$170.4 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 J.

Next, Ms. Ginger Hausser gave an update on legislation affecting higher education. Proposed legislation included in her report is shown below:

- SB 2569/HB 2578 (Norris/Williams) Focus on Colleges & Universities Act
- SB 513/HB 458 (Gresham/Goins) Student Immunizations
- SB 612/HB 675 (Gardenhire/White, M.) In-State Tuition for Undocumented Students
- Gun Legislation
 - SB 1991/HB 2131 (Kelsey/Rogers)
 - SB2376/HB1736 (Bell/Holt)
 - SB2493/HB2509 (Bailey/Holt)
 - SB1483/HB1748 (Green/Matheny)
- Tuition Discounts and Fee Waivers
 - SB1721/HB1675 (Gardenhire/Gravitt)
 - SB514/HB710 (Gardenhire, White, M.)
 - SB1720/HB1676 (Gardenhire/Gravitt)
 - SB1591/HB2396 (Gresham/Littleton)
 - SB1680/HB1727 (Tracy/Forgety)
 - SB1709/HB1510 (Gresham/Rogers)
 - SB2130/HB2341 (Bailey/Calfee)
 - SB1666/HB1741 (Tracy/Moody)
- Tuition Freeze
 - SB2306/HB2039 (Gresham/Daniel)
 - SB2507/HB2432 (Gresham/Smith)
- Veterans Bills
 - SB1431/HB1407 (Gardenhire/McCormick)

- SB2181/HB2380 (Green/Holt)
- Scholarship Changes
 - SB1695/HB1665 (Bell/Lamberth)
 - SB1708/HB1506 (Gresham/Rogers)
 - SB1831/HB2426 (Southerland/Goins)
 - SB1952/HB1882 (Yager/Powers)
 - SB1654/HB1642 (Tracy/Forgety)
 - SB2301/HB2357 (Kyle/Miller)
 - SB1708/HB1506 (Gresham/Rogers)
 - SB2039/HB2505 (Harris/Turner)
 - SB1584/HB1983 (Overbey/Ramsey)
 - SB2502/HB2513 (Gresham/Moody)
 - SB2596/HB1827 (Norris/White, M.)
 - SB2168/HB2492 (Tate/Akbari)
- SB 2595/HB 2117 (Norris/McCormick) Revision to Community College Reconnect
- SB 2012/HB 2251 (Norris/McCormick) Students May Taste Alcohol in Specified Course

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

Ms. Hausser then made a report on institutional fundraising. Annually, institutions across the country report fundraising activities to the Council for Advancement and Support of Education in the Voluntary Support of Education report. The report presented demonstrates how Tennessee Board of Regents institutions performed in private fundraising activities. For the last three years (2013-2015) TBR universities raised, on average, over \$56 million a year ranging from \$2.5 million (TSU) to \$21 million (UofM) annually. The current value of university endowments vary from \$31 million (APSU) to \$199 million (UofM) for a total value of TBR university endowments of over \$550 million. Universities in 2015 are heavily dependent on corporations (\$14 million), alumni (\$12 million) and non-alumni individuals for donations (\$10.6 million). Annual average funds raised by universities are: APSU \$6,760,047; ETSU \$11,092,554; MTSU \$11,761,283; TSU \$2,822,317; TTU \$3,903,434; and, UofM \$24,615,029.

During the same reporting period (2013-15) community colleges' fund raising averaged \$12.6 million annually. This ranges from a little over \$166,000 (Jackson) to \$2.4 million (Dyersburg) annually. Endowments at community colleges are valued at a total of over \$71 million, ranging from \$407,272 (Nashville) to over \$11 million (Walters). Community colleges receive most of their donations from non-alumni individuals, foundations, and corporations. The total annual funds raised for community colleges for 2013-2015 is shown below:

WSCC - \$1,063,044
VSCC - \$984,439
SWCC - \$1,291,031
RSCC - \$835,572
PSCC - \$780,935

NeSCC - \$386,734
NaSCC - \$452,688
MSCC - \$579,133
JSCC - \$166,738
DSCC - \$2,434,261
CoSCC - \$632,080
CISCC - \$451,464
ChSCC - \$950,662

Next, Vice Chairman Reynolds called on Vice Chancellor Nichols for an update on community colleges and Vice Chancellor Denley for a report on Academic Affairs initiatives. Dr. Nichols gave an update on Common Course Curriculum Alignment, the curriculum software project, consolidation of community college bookstores, the Huron Consulting Group Study, the Business Process Model project. Regent Freeman asked for further information concerning a shared payroll system and Vice Chancellor Nichols agreed to provide that information to him. Dr. Denley provided the members with a report on three initiatives being conducted in Academic Affairs. The first topic discussed was the TBR Accessibility initiative designed to help make courses more accessible for those with disabilities. This initiative has been nominated for the 2016 Dr. Jacob Bolotin Award by the National Federation for the Blind. Next, was the Beyond Financial Aid initiative sponsored by Lumina and Bill and Melinda Gates Foundation. This project was developed to determine the challenges of low income students and help meet their needs. Lastly, was a report on the Academic Mindset Summit. This is a project to see how people think of themselves as a learner. There are four primary drivers of productive persistence that effects a student's outcome; 1) whether believe they are capable of learning the material; 2) whether they feel connected to their institution and that they belong; 3) whether the coursework has value; and, 4) whether the student feels they have the skills, habits and knowhow. Data for these will be shared later with the members as it becomes available. Vice Chairman Reynolds asked that the sincere gratitude of the Board be conveyed to Lumina and to Bill and Melinda Gates for their support in higher education.

VII. NEW BUSINESS – Action Items

The first item was a presentation by Vice Chancellor King on the proposed TCAT program terminations, modifications, and new technical program implementations for the Tennessee Colleges of Applied Technology. Regent Prescott moved to accept the proposed program changes and implementations with a second provided by Regent Varlan. The motion carried. A copy of the proposed program changes and implementations are attached to the official copy of the Minutes as Appendix K.

Next, Vice Chancellor Nichols presented a new degree program from Northeast State Community College to establish a new A.A.S. in Aviation Maintenance. Regent Smith moved to approve with a second provided by Regent Freeman. The motion was approved. A copy of the report is attached to the official copy of the Minutes as Appendix L.

Vice Chancellor Denley presented a new degree program from East Tennessee State University to establish a new Master of Science in Human Services. A motion was made by Regent Freeman to approve with a second provided by Regent Roddy. The motion carried. A copy of the materials is attached to the official copy of the Minutes as Appendix M.

As the next agenda item, Vice Chancellor Denley discussed the institutional strategic plans and mission statements for the institutions. In June 2015, the Board approved the new 2015-2025 Strategic Plan. This plan created System wide metrics and System wide goals calibrated to reach the Drive to 55 targets. The included documents contain each institutions response to achieving these strategic goals. Regent Freeman moved to approve the institutional strategic plans and mission statements with Regent Marcum providing a second to the motion. The motion carried. Additionally, Vice Chancellor Denley presented an amendment to mission statements for Nashville State Community College, Volunteer State Community College and Walters State Community College. Regent Thomas moved to accept the amendment and Regent Duckett seconded the motion. The motion passed. A copy of the institutional strategic plans and mission statements are included in the March 30, 2016 board materials.

Approval of the March 15, 2016 minutes of the special called meeting of the Finance and Business Operations Committee was then presented by Regent Duckett. Those minutes included a recommendation on mandatory and incidental fee requests and approval of the disclosure amendment to the 2016 – 2017 capital budget request. Regent Duckett moved to adopt the minutes as presented and Regent Freeman seconded the motion. A roll call vote was taken and the motion passed unanimously. A copy of the minutes with background materials is attached to the official copy of the Minutes as Appendix N. Regent Griscom thanked Vice Chancellor Sims and staff for allowing Board members to be engaged in extensive discussions regarding fees and other costs.

Next, Vice Chair Reynolds called on Regent Roddy for the minutes of the March 15, 2016 special called meeting of the Personnel and Compensation Committee that included a recommendation on the executive incentive performance plan and an out-of-cycle promotion for a Nashville State Community College faculty member. A motion was made by Regent Roddy to approve the report as presented. Regent Thomas seconded the motion and the motion was approved. A copy of the minutes and background materials are attached to the official copy of the Minutes as Appendix O.

As the next agenda item, Chancellor Gregory presented a request from Austin Peay State University to name the Governors Stadium the “Fortera Stadium – Home of the Governors.” This will be a twenty-five (25) year sponsorship with Fortera Credit Union, formerly known as Fort Campbell Credit Union. The credit union has served the Clarksville, Fort Campbell, Oak Grove and Hopkinsville communities since 1954. A motion was made by Regent Roddy to approve the name change and Regent Thomas seconded the motion. The motion carried. President White provided further comments regarding the partnership with Fortera and their involvement with APSU.

Next, Chancellor Gregory presented a request to name the arts and humanities building at Columbia State’s Williamson County campus in honor of Representative Charles M. Sargent, who

was very instrumental in the development of the new campus. His personal financial commitment, along with dedication and persistence, facilitated the expansion of higher education opportunities in this particular county and surrounding counties. A motion was made by Regent Duckett to approve the naming request with a second provided by Regent Marcum. The motion passed unanimously. President Smith addressed the Board and thanked them for honoring such an outstanding statesman. She further expressed her deep appreciation for Representative Sargent's interest in Columbia State and in higher education.

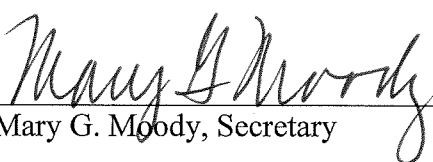
In closing, Vice Chairman Reynolds thanked President Smith and her staff for assisting with the meeting and wished them much success in the new campus. She thanked the Phi Theta Kappa students and advisors for attending the meeting. Congratulations were extended to Commissioner Julius Johnson for his years of service on the Board of Regents since 2011 as Commissioner of Agriculture. The next meeting will be on June 23 – 24, 2016 at Northeast State Community College.

Chancellor Gregory acknowledged Keith Robinson and Carl Manka from the Office of Facilities, who have announced their plans to retire. He personally thanked them for their friendship, loyalty and dedication over the years that he has worked with them. Jointly, they have 79 years of service to the State of Tennessee. Best wishes were extended to Mr. Robinson and Mr. Manka on behalf of the Board.

ADJOURNMENT OF THE MEETING

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

Respectfully submitted,


Mary G. Moody, Secretary


David B. Gregory, Acting Chancellor

Emily J. Reynolds, Vice Chairman

MINUTES

TENNESSEE BOARD OF REGENTS

SPECIAL CALLED SESSION

May 27, 2016

The Tennessee Board of Regents met in a special called session on Friday, May 27, 2016, at 1:00 p.m. (CDT). The purpose of the special session was to receive a recommendation for the next president at Walters State Community College. Vice Chairman Reynolds welcomed everyone as she called the meeting to order. A special welcome was extended to the Honorable Jai Templeton, who was recently appointed as the Commissioner of Agriculture. Next, Vice Chairman Reynolds called on Ms. Mary Moody, General Counsel and Board Secretary, to call the roll. The following members were present:

Regent Emily Reynolds, Vice Chairman
Regent MaryLou Apple
Regent Greg Duckett
Regent Tricia Farwell
Regent Darrell Freeman
Regent Tom Griscom
Regent Barbara Prescott
Regent Howard Roddy
Regent Nick Russell
Regent Leigh Shockey
Regent J. Parker Smith
Commissioner Jai Templeton
Regent Bob Thomas
Regent Danni Varlan

A quorum was present. Governor Bill Haslam, Commissioner Candice McQueen, and Regents Russ Deaton and Fran Marcum 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 Walters State Community College. Vice Chairman Reynolds called on Chancellor Gregory for the recommendation. Chancellor Gregory 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 Danni Varlan, Chair of the search committee, Regents Tom Griscom and J. Parker Smith. Chancellor Gregory proceeded with the recommendation of Dr. Anthony (Tony) R. Miksa as the next president of Walters State Community College. Currently Dr. Miksa is the vice president of Academic Affairs at McHenry County College in Crystal Lake, Illinois. Dr. Miksa earned a doctorate of education degree in Community College Leadership from National Louis University in Chicago, a master's degree in mathematics at University of Northern Iowa, a bachelor's degree in mathematics from Mount Mercy College, and an associate degree in math from Kishwaukee Community College. He has led the Academic and Student Affairs division at McHenry since 2009, has more than 20 years of teaching, student service and leadership experience at several community colleges in Illinois. At McHenry, he has directed and encouraged the growth of new academic programs and delivery methods, increasing student access. He has supported fundraising for academic equipment, helped facilitate efforts to better prepare high school students for college study, and

restructured student success initiatives to increase student success rates and credentials awarded. Upon board approval, he will assume his new position on July 1 at a salary of \$160,000 with standard presidential allowances and State of Tennessee employee benefits.

Vice Chairman Reynolds called on Regent Varlan, who described the search process. The pool of candidates consisted of 36 applicants from all across the country. The search committee held its first meeting on February 24, 2016. On March 17, the search committee met and selected candidates for round one interviews. Eleven of the candidates were invited to meet with the committee on March 22 and 23. As a result of the interviews, five candidates were brought forward for reference checking. The committee met again on April 8 to discuss and review reference feedback on the candidates selected to move forward. The committee decided to bring in three finalists for campus interviews April 18 through April 22.

Regent Griscom provided additional words of admiration for Dr. Miksa. Regent Smith expressed his appreciation for being included on the search committee, observing that the search was robust and well done.

Regent Varlan then moved to accept Chancellor Gregory's recommendation to hire Dr. Anthony (Tony) R. Miksa as the next president of Walters State Community College. A second was provided by Regent Griscom and echoed by Regent Thomas. A roll call vote was taken and the motion passed unanimously.

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

Chancellor Gregory thanked the staff at Greenwood Asher, Ms. Jona Coppola and Ms. Brenda Small for their dedication and work in this presidential search.

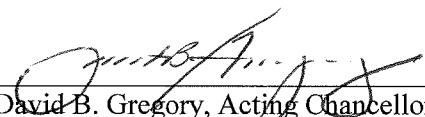
In closing, Vice Chairman Reynolds thanked everyone for their time and wished them a safe and happy Memorial Day holiday.

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

Respectfully submitted,



Mary G. Moody, Secretary



David B. Gregory, Acting Chancellor

Emily J. Reynolds, Vice Chairman



TENNESSEE BOARD OF REGENTS

Office of the Chancellor

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

TO: Members of the Tennessee Board of Regents

FROM: David B. Gregory *DBG*

DATE: June 10, 2016

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: Mary Brown-Director of Programs-TN eCampus-Academic Affairs; effective April 18, 2016

Kathy Martin-Executive Director Nursing & Allied Health-TN eCampus-Academic Affairs; effective April 22, 2016

Kristi Sells-Business & Systems Analyst-Information Technology; Effective June 13, 2016

Kimberly Cantrell-Human Resource Technician-Business & Finance; effective June 13, 2016

Amy Watts-Vendor Management Analyst-Business & Finance; effective June 20, 2016

Reclassifications: Tammy Birchett, Chief Audit Executive-same title, moved to the Executive Compensation Plan; effective February 1, 2016.

Tammy Ray, Projects Controls Coordinator to Real Estate Operations Coordinator; effective April 1, 2016.

Chris Tingle-Assistant Vice Chancellor to Special Assistant to the Vice Chancellor of Academic Affairs; effective June 8, 2016.

Promotions: None

- Transfers: Greg Sedrick-Associate Vice Chancellor of Academic Affairs to Associate Vice Chancellor for TN eCampus; effective June 16, 2016.
- Degree Attainment: Tachaka Hollins-TCAT Office-Doctoral Degree
Eboney Pinkard – Academic Affairs – Bachelor’s Degree
- Retirement: Keith Robinson – Facilities; effective June 30, 2016
Carl Manka – Facilities; effective June 30, 2016
- Separations: Dane’ White – Human Resources; effective May 27, 2016
Patrick Wilson – TN eCampus/Academic Affairs; effective June 15, 2016
Monica Greppin-Watts – Communications; effective June 30, 2016
- 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

**TBR System-wide
Vice Presidents and Executive Level Increases**

| Institution | Name | Position | Effective Date | Type of Increase | Increase | Salary |
|--------------------|------------------|---|-----------------------|-------------------------|-----------------|---------------|
| ChSCC | Lulu Copeland | Exec Director of Workforce Development | 7/1/16 | Reclassification | \$15,000 | \$95,000 |
| ChSCC | Brian Evans | Exec Director of Human Resources | 7/1/16 | Reclassification | \$6,000 | \$96,000 |
| ChSCC | James Barrott | VP of Technical Studies & Environmental Services/Director of TCAT | 7/1/16 | Title Change | N/A | \$118,642 |
| CISCC | Alisha Fox | Interim Dir of Fiscal Services | 4/1/16 | Add'l Duties | \$6,565 | \$65,650 |
| MTSU | Song Cui | Asst. Prof Agribusiness/Agriscience | 8/1/16 | Counter Offer | \$17,371 | \$77,500 |
| UoM | Alistair Windsor | Assoc. Prof Mathematics | 9/1/16 | Counter Offer | \$22,167 | \$90,000 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

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

| Institution | Name | Position | Salary | Effective Date |
|--------------------|---------------------|---|---------------|-----------------------|
| ChSCC | Dana Nichols | VP Academic Affairs | \$125,000 | 7/1/16 |
| CoSCC | Sean Fox | VP Student Services | \$110,000 | 3/1/16 |
| JSCC | Brian Gann | VP Student Services | \$92,085 | 7/1/16 |
| APSU | Derek van der Merwe | VP Advancement, Communication, & Strategic Initiatives | \$172,000 | 4/1/16 |
| MTSU | Mark Byrnes | Interim Provost | \$234,488 | 5/8/16 |
| NaSCC | Justin Harris | Dir Human Resources | \$75,000 | 6/1/16 |
| STCC | Chris Ezell | VP Academic Affairs | \$130,000 | 4/4/16 |
| STCC | Jacqueline Faulkner | VP Student Affairs | \$120,000 | 4/4/16 |
| STCC | Monika Johnson | Exec Dir Equity & Compliance | \$97,296 | 6/16/16 |
| VSCC | Emily Short | VP Student Services | \$102,452 | 4/16/16 |

Tennessee Board of Regents
Summary of State Building Commission Executive Subcommittee

March 21, 2016 SBC Executive Subcommittee Meeting

| <u>Institution</u> | <u>Transaction</u> | <u>SBC ESC Action</u> | <u>Action to be Taken</u> |
|------------------------------------|--------------------|---|---|
| MTSU SBC #166/009-01-2016 | Demolition | Approved a project, budget, Scope, funding and source of funding | Campus will proceed with the demolition |
| UoM Transaction No. 16-03-007 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| UoM Transaction No. 16-03-006 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| UoM Transaction No. 16-03-009 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| UoM Transaction No. 16-03-010 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| UoM Transaction No. 16-03-008 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| UoM Transaction No. 16-03-005 | Easement | Approved disposal by easement with waiver of advertisement and appraisals | OFD/GS to coordinate transaction |
| NeSCC Transaction No. 16-03-038 | Lease | Approved a lease with waiver of advertisement | OFD/GS to coordinate transaction |

April 25, 2016 SBC Executive Subcommittee Meeting

| <u>Institution</u> | <u>Transaction</u> | <u>SBC ESC Action</u> | <u>Action to be Taken</u> |
|-----------------------------------|--------------------|---|---|
| APSU SBC #166/003-01-2016 | Demolition | Approved a project, budget, Scope, funding and source of funding | Campus will proceed with the demolition |
| APSU SBC #166/003-02-2016 | Demolition | Approved a project, budget, Scope, funding and source of funding | Campus will proceed with the demolition |
| APSU SBC #166/009-02-2016 | Demolition | Approved a project, budget, Scope, funding and source of funding | Campus will proceed with the demolition |
| APSU Transaction No. 16-03-012 | Acquisition | Approved obtaining title work, appraisal, survey, and environmental assessment, and to exercise an option to acquire the required interest, not to exceed fair market value, with waiver of advertisement and one appraisal | OFD/GS to coordinate transaction |
| APSU Transaction No. 16-03-011 | Acquisition | Approved obtaining title work, appraisal, survey, and environmental assessment, and to exercise an option to acquire the required interest, not to exceed fair market value, with waiver of advertisement and one appraisal | OFD/GS to coordinate transaction |

| | | | |
|----------------------------------|-------------|---|----------------------------------|
| TTU Transaction No. 16-03-017 | Acquisition | Approved obtaining title work, appraisal, survey, and environmental assessment, and to exercise an option to acquire the required interest, not to exceed fair market value, with waiver of advertisement and one appraisal | OFD/GS to coordinate transaction |
|----------------------------------|-------------|---|----------------------------------|

June 9, 2016 SBC Executive Subcommittee Meeting

| <u>Institution</u> | <u>Transaction</u> | <u>SBC ESC Action</u> | <u>Action to be Taken</u> |
|-----------------------------------|--------------------|---|---|
| MSCC SBC #166/021-01-2015 | Revision | Approved a revision in project budget, funding, and source(s) of funding, in order to award a contract | OFD/GS to coordinate transaction |
| MTSU SBC #166/009-03-2016 | Demolition | Approved project, budget, scope of funding and source(s) of funding | Campus will proceed with the demolition |
| UoM Transaction No. 14-09-012 | Disposal | Approved disposal in fee below fair market value with waiver of one appraisal | OFD/GS to coordinate transaction |
| APSU Transaction No. 16-04-005 | Acquisition | Approved obtaining title work, appraisal, survey, and environmental assessment, and to exercise an option to acquire the required interest, not to exceed fair market value, with waiver of advertisement and one appraisal | OFD/GS to coordinate transaction |

CONSTRUCTION CONTRACTS AWARDED 04/01/2016 - 06/30/2016
25 Contracts totaling \$14,174,771.78

| <u>Designer</u> | <u>Contractor</u> | <u>Contract Sum</u> | <u>Awarded</u> | <u>Project Number</u> | <u>Institution/ Project Name</u> |
|--|--|---------------------|----------------|-----------------------|--|
| Engineering Services Group, Inc. | Interstate Mechanical Contractors | 479,200.00 | 04/11/2016 | 166/032-01-2015 | PSCC Boiler and Chiller Updates |
| Engineering Services Group, Inc. | Lawson Electric Company, Inc. | 267,145.00 | 04/11/2016 | 166/000-01-2015E4 | TCAT-Chattanooga Electrical Updates |
| Canup Engineering, Inc. | R. L. Campbell Contracting Company, Inc. | 257,659.00 | 04/11/2016 | 166/019-02-2015A | JSCC Science & Classroom Elevator Modernizations |
| Haltom Engineering, LLC | Metro Mechanical Contractors, Inc. | 161,500.00 | 04/11/2016 | 166/007-06-2013B | UoM Rose Theatre HVAC Corrections |
| Fleming/Associates/Architects | Virginia Wrecking Co., Inc. | 1,473,143.00 | 04/12/2016 | 166/007-13-2011D | UoM Richardson Towers Demolition |
| Gilbert McLaughlin Casella Architects, plc | WellSpring Builders, Inc. | 1,580,729.00 | 04/22/2016 | 166/001-01-2014C | TSU Several Buildings Elevator Replacements |
| AEI | W & O Construction Company, Inc. | 169,800.00 | 04/22/2016 | 166/011-02-2010B | TTU Foster & Pennebaker Halls Accessibility (ADA) Adaptations |
| Reedy & Sykes Architecture and Design | Morristown Roofing Company, Inc. | 1,593,118.00 | 04/22/2016 | 166/005-03-2015 | ETSU Several Buildings Roof Replacements |
| Gould Turner Group, P.C. | A-Z Office Resource, Inc. | 742,460.13 | 04/26/2016 | 166/025-01-2012F1 | VSCC Humanities Building Furniture |
| Gould Turner Group, P.C. | Contract Furniture Alliance, Inc. | 62,508.00 | 04/26/2016 | 166/025-01-2012F2 | VSCC Humanities Music & Art Equipment |
| Kline Swinney Associates | K-Barr Group, LLC | 761,258.00 | 05/03/2016 | 166/003-04-2015 | APSU Student Health & Counseling Renovations |
| Oliver Little Gipson Engineering, Inc. | S. M. Lawrence Company, Inc. | 313,117.00 | 05/03/2016 | 166/021-06-2014 | MSCC Library & Marcum Buildings Heat Recovery |
| Burr and Cole Consulting Engineers, Inc. | Barnes & Brower, Inc. | 1,256,770.00 | 05/03/2016 | 166/007-04-2015 | UoM Surface Parking Expansion |
| Studio Four Design, Inc. | The Daniel Company Danco Inc. | 500,000.00 | 05/10/2016 | 166/032-02-2014 | PSCC Student Recreation Center Interior Upgrades |
| Goodwyn, Mills and Cawood, Inc. | Impulse, Inc. | 129,700.00 | 05/18/2016 | 166/025-02-2015 | VSCC Wood Building Restroom Renovations |
| Barge Waggoner Sumner & Cannon, Inc. | Winesett-Hill Constructors, Inc. | 656,546.00 | 05/20/2016 | 166/012-02-2015 | ChSCC Parking Lot Updates |
| McGehee Nicholson Burke Architects, P.C. | Rose Construction, Inc. | 173,130.00 | 05/20/2016 | 166/017-01-2008B | DSCC Jimmy Naifeh Tipton Co. Campus Site Signage & Lighting Improvements |
| Haizlip Studio, PLLC | A and B Construction Company, Inc. | 160,889.00 | 05/20/2016 | 166/033-02-2013A | STCC Whitehaven Center Site Improvements |
| HNA Engineering, pllc | McCoy's Heating & Air, Inc. | 126,000.00 | 05/20/2016 | 166/007-05-2015 | UoM Lambuth Hyde Hall Boiler Replacement |
| Barge Waggoner Sumner & Cannon, Inc. | East Tennessee Turf and Landscape | 538,500.00 | 05/23/2016 | 166/023-01-2014 | WSSC Site Corrections |
| McGahey Associates, Architects | Barnard Roofing Company, Inc. | 80,612.00 | 05/31/2016 | 166/038-02-2012 | NeSCC Gray Campus Roof Replacement |

| | | | | | |
|---|---|--------------|------------|-------------------|---|
| HNA Engineering, pllc | Midwest Maintenance, Inc. | 175,000.00 | 06/01/2016 | 166/007-08-2014 | UoM Chemistry Building Repairs |
| Facility Systems Consultants, LLC Thomas Miller & Partners, LLC / Hastings Arch Assoc LLC | Interstate Mechanical Contractors, Inc. | 688,900.00 | 06/02/2016 | 166/023-01-2015 | WSSC Mechanical & Electrical Updates |
| | HST Interior Elements | 1,300,136.65 | 06/02/2016 | 166/009-09-2006F2 | MTSU Davis & Wiser-Patten Central Plant Chiller Renovations |
| I.C. Thomasson Associates, Inc. | Demand Mechanical LLC | 526,951.00 | 06/03/2016 | 166/009-10-2015 | MTSU Central Plant Chiller Replacement |

Tennessee Board of Regents
 Summary of State Building Commissions Actions
 03/10/2016 thru 05/12/2016

| Date | SBC Number | Institution | Project | Value | SBC Action |
|-----------|-----------------|--------------|--|-----------|--|
| 3/10/2016 | 166/003-02-2015 | APSU | Kimbrough Trading Center Renovations | 810,000 | Approved a revision in project budget, funding, and source(s) of funding |
| | 166/007-04-2015 | UoM | Surface Parking Expansion | 2,000,000 | Approved a revision in project budget, funding, and source(s) of funding to fully fund the project |
| | 166/007-01-2016 | UoM | Energy Conservation | 30,000 | Approved a project, budget, scope, finding and source of funding and proceeding with the process to select a designer |
| | 166/001-02-2014 | TSU | New Farm Buildings | 31,183 | Rec'vd report C.O. # @ 3.28% |
| | 166/001-01-2013 | TSU | Various Roof Repairs/Replacements | -7,570 | Rec'vd report C.O. # @ -1.13% |
| | 166/007-01-2015 | UoM | McWherter Library Maintenance | 43,702 | Rec'vd report C.O. # @ 20.60% |
| | | TCAT | | | |
| | 166/074-01-2013 | Murfreesboro | Nissan Education & Training Facility | 569,576 | Rec'vd report C.O. # @ 1.76% |
| | 166/033-01-2011 | SWCC | Union Campus Mechanical Systems Update | 28,604 | Rec'vd report C.O. # @ 4.59% |
| 4/18/2016 | | | | | Approved the selection of three statewide commissioning agents: Smith Seckman Ried SSR-CX, Working Buildings, and TLC Engineering for Architecture |
| | 166/000-03-2015 | Statewide | Commissioning Services | 150,000 | Approved a revision in project budget, funding, and source of funding in order to award a contract |
| | 166/003-04-2015 | APSU | Student Health & Counseling Center Renovations | 912,700 | Approved a revision in project budget, funding, and sources of funding |
| | 166/005-02-2015 | ETSU | Powerhouse Boiler Replacement | 3,250,000 | Approved a revision in project budget, funding, and sources of funding |
| | 166/011-07-2015 | TTU | Roof Replacements | 1,550,000 | At TBR's request, the matter was deferred with no action required |
| | 166/011-08-2015 | TTU | Residence Hall Upgrades | 6,810,000 | |
| | 166/038-02-2015 | NeSCC | Regional Center for Advanced Manufacturing | 3,300,000 | Approved the Early Design Phase as recommended by the State Architect |
| | 166/032-02-2014 | PSCC | Student Recreation Center Upgrades | 675,000 | Approved a revision in project budget, funding, and source of funding in order to award a contract |
| | 27-01-2013 | RSCC | Master Plan | 125,000 | Approved a budget, source of funding and the selection of Tunnel-Spangler-Walsh as consultant |
| | 166/023-01-2015 | WSCC | Mechanical and Electrical Updates | 800,000 | Approved a revision in project budget, funding, and source of funding in order to award a contract |
| | 166/001-02-2014 | TSU | New Farm Buildings | 14,449.59 | Rec'vd report C.O. # @ 1.52% |
| | 166/007-01-2014 | UoM | CFA Museum HVAC Modification | 15,309.82 | Rec'vd report C.O. # @ 6.69% |
| | | | Union Ave & Maccon Cove Accessibility | | |
| | 166/033-03-2010 | STCC | (ADA) Adaptations | 16,252.07 | Rec'vd report C.O. # @ 3.98% |
| | 166/009-04-2004 | MTSU | Underground Electrical Update | 64,865.17 | Rec'vd report C.O. # @ 9.34% |
| 2/11/2016 | | | | | Approved cancellation of project |
| | 166/003-03-2014 | APSU | Strawberry Alley Facility Renovations | 1,300,000 | Approved a revision in project budget, funding, and source of funding in order to award contract |
| | 166/005-01-2013 | ETSU | New Data Center | 2,995,879 | |
| | 166/007-06-2013 | UoM | Academic Buildings HVAC Corrections | 5,639,674 | Approved a revision in project budget, funding, and sources of funding |

| | | | | |
|-----------------|------|---------------------------------|-----------|--|
| 166/007-04-2012 | UoM | Various Buildings HVAC Updates | 4,000,000 | Approved a revision in project budget, funding, and sources of funding |
| 166/033-03-2010 | SWCC | Accessibility (ADA) Adaptations | 731,381 | Approved a revision in project budget, funding, and sources of funding |
| 166/007-03-2013 | UoM | Master Plan | 475,000 | Approved Master Plan as presented |
| 166/033-01-2013 | SWCC | Master Plan | 150,000 | Approved Master Plan as presented |

Summary by Type of Contract

Contracts Approved from March 1, 2016 to May 31, 2016

| <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> |
|--------------------------|---------------------------------------|-----------------------------|----------------------|------------------------------|--------------------------|--------------|-----------------------|
| TBR Offices | | | | | | | |
| Academics | - | - | - | 23 | 1 | 3 | 27 |
| RODP | 2 | 58 | - | - | - | - | 60 |
| TBR Combined | 8 | - | 9 | 4 | 4 | 7 | 32 |
| Subtotal | 10 | 58 | 9 | 27 | 5 | 10 | 119 |
| Institutions | | | | | | | |
| APSU | 2 | - | - | - | 2 | - | 4 |
| ETSU | - | - | - | - | 1 | - | 1 |
| MTSU | 3 | - | - | - | - | - | 3 |
| TSU | 3 | - | - | - | - | - | 3 |
| TTU | 2 | - | - | - | 3 | 2 | 7 |
| UOM | 2 | - | - | - | 1 | 4 | 7 |
| ChSCC | 1 | - | - | - | - | - | 1 |
| CISCC | - | - | - | - | - | - | - |
| CoSCC | - | - | - | - | 2 | 3 | 5 |
| DSCC | - | - | - | - | - | - | - |
| JSCC | - | - | - | - | 1 | 1 | 2 |
| MSCC | - | - | - | - | - | - | - |
| NaSCC | - | - | - | - | - | 2 | 2 |
| NeSCC | - | - | - | - | - | 1 | 1 |
| PSCC | - | - | - | - | - | 1 | 1 |
| RSCC | - | - | - | - | - | 1 | 1 |
| STCC | - | - | - | - | - | - | - |
| VSCC | - | - | - | - | - | - | - |
| WSCC | - | - | - | - | - | - | - |
| TCAT Combined | 2 | 3 | 1 | - | - | 1 | 7 |
| Subtotal | 15 | 3 | 1 | - | 10 | 16 | 45 |
| Grand Total | 25 | 61 | 10 | 27 | 15 | 26 | 164 |

Summary by Type of Contract

Contracts Approved from March 1, 2015 to May 31, 2015

| | Amendment to Existing Contract | Clinical Affiliation | Dual Services | Professional Services | Service Agreement | Other | Contract Total |
|---------------------|--------------------------------------|-------------------------|------------------|--------------------------|----------------------|-----------|-------------------|
| TBR Offices | | | | | | | |
| 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 |
| Institutions | | | | | | | |
| 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 |

Tennessee Board of Regents

Contracts Approved March 1, 2016 through May 31, 2016

| Contract ID | Contract Type | Contractor | Dept./Institution | Commodity | Yearly Amount | System-wide | Start Date | End Date | Competitive |
|-------------|-----------------------|--|-------------------|-----------------------------------|---------------|-------------|------------|------------|-------------|
| 104403 | Grant Agreement | Tennessee Technological University | Academics | Grant Subcontract | \$250,000.00 | | 1/11/2016 | 12/31/2016 | |
| 104961 | Professional Service | Everfi, Inc. | Academics | Computer Software | \$50,000.00 | yes | 6/15/2015 | 6/14/2016 | yes |
| 105377 | Service Agreement | Accessible Information Management LLC | Academics | Computer Software | \$197,670.53 | yes | 2/1/2016 | 1/31/2017 | yes |
| 105398 | Cooperative Agreement | Tennessee Department of Human Services | Academics | Other | \$0.00 | | 3/1/2016 | 3/1/2017 | |
| 105477 | Use of Facilities | Nelson Andrews Leadership Lodge | Academics | Other | \$5,550.00 | | 10/24/2016 | 10/25/2016 | |
| 105491 | Professional Service | Motlow State Community College - MATH1010 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105492 | Professional Service | Motlow State Community College - MATH1630 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105493 | Professional Service | Nashville State Community College - ENGL1010 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105494 | Professional Service | Nashville State Community College - MATH1530 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105495 | Professional Service | East Tennessee State University - MUSC1030 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105496 | Professional Service | Pellissippi State Community College - SU MATH | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105497 | Professional Service | Northeast State Community College - SU MATH | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105498 | Professional Service | Roane State Community College - MATH1530 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105501 | Professional Service | Walters State Community College - PSYC2130 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105502 | Professional Service | Walters State Community College - PSYC1030 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105503 | Professional Service | Walters State Community College - ENGL1020 | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105505 | Professional Service | Vol State Community College - SOCI1010 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105506 | Professional Service | Chattanooga State Community College - SU ENGL | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105507 | Professional Service | Chattanooga State Community College - ENGL SAILS | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105508 | Professional Service | Chattanooga State Community College - ENGL HUM | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105509 | Professional Service | Chattanooga State Community College - MATH1010 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105510 | Professional Service | Chattanooga State Community College - SU ENGL | Academics | Cooperative Educational Offerings | \$17,550.00 | | 5/1/2016 | 1/1/2017 | |
| 105511 | Professional Service | Chattanooga State Community College - SUENGL | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |
| 105513 | Professional Service | Cleveland State Community College - ENGL1020 | Academics | Cooperative Educational Offerings | \$11,700.00 | | 5/1/2016 | 1/1/2017 | |

| Contract ID | Contract Type | Contractor | Dept./Institution | Commodity | Yearly Amount | System-wide | Start Date | End Date | Competitive |
|-------------|---|---|-------------------|-----------------------------------|----------------|-------------|------------|------------|-------------|
| 105520 | Professional Service | Dyersburg State Community College -SU | | Cooperative Educational Offerings | | | | | |
| | | MATH | Academics | | \$27,367.00 | | 5/2/2016 | 1/1/2017 | |
| 105523 | Professional Service | Linda A. Streit | Academics | External Reviewer | \$4,500.00 | | 6/12/2016 | 6/17/2016 | |
| 105549 | Professional Service | Dee M. Baldwin | Academics | External Reviewer | \$4,500.00 | | 6/12/2016 | 6/17/2016 | |
| 102060 | Amendment to Existing Agreement - Revenue | Compass Group/Chartwell Division | APSU | Other - Services | \$1,300,000.00 | | 7/1/2011 | 6/30/2021 | yes |
| 102530 | Amendment to Existing Agreement | GCA Education Services, Inc. | APSU | Custodial Services | \$1,061,186.00 | | 7/1/2014 | 6/30/2017 | yes |
| 105391 | Service Agreement | Cato's Exterminating Co., Inc. | APSU | Other - Services | \$78,600.00 | | 3/1/2016 | 2/28/2021 | yes |
| 105473 | Service Agreement | OmniUpdate, Inc | APSU | Other - Services | \$31,500.00 | yes | 4/27/2016 | 4/26/2021 | yes |
| 104755 | Amendment to Existing Agreement | State of Minnesota, Dept. of Economic Development | COMM | Other - Services | \$0.00 | | 4/1/2015 | 3/31/2017 | |
| 105526 | Service Agreement | Meltwater | COMM | Other - Services | \$4,950.00 | | 5/30/2016 | 5/29/2017 | |
| 105570 | Service Agreement | Greenwood Asher & Associates, Inc. | COMM | Other - Services | \$650,000.00 | | 5/23/2016 | 5/22/2021 | yes |
| 105435 | Purchase Agreement | The University of Texas at Austin | Comm. Colleges | Other - Services | \$97,580.00 | | 9/1/2018 | 8/31/2019 | |
| 105436 | Purchase Agreement | The University of Texas at Austin | Comm. Colleges | Other - Services | \$169,680.00 | | 9/1/2016 | 3/31/2018 | |
| 105519 | Professional Service | Tennessee Technological University | Comm. Colleges | Other - Services | \$7,000.00 | | 7/1/2015 | 6/30/2016 | |
| 105400 | Service Agreement | GCA Services Group, Education Division | COSCC | Other - Services | \$450,000.00 | | 2/15/2016 | 2/14/2017 | yes |
| 105414 | Cooperative Agreement | Tennessee State University | COSCC | Cooperative Educational Offerings | \$0.00 | | 3/1/2016 | 2/28/2036 | |
| 105418 | Cooperative Agreement | University of North Alabama | COSCC | Cooperative Educational Offerings | \$0.00 | | 3/21/2016 | 3/20/2021 | |
| 105422 | Service Agreement | Murray Guard, Inc. | COSCC | Other - Services | \$125,000.00 | yes | 3/1/2016 | 2/28/2017 | yes |
| 105471 | Cooperative Agreement | King University | COSCC | Cooperative Educational Offerings | \$0.00 | | 4/15/2016 | 4/14/2021 | |
| 102282 | Amendment to Existing Agreement - Revenue | Validis Resources, DBA Nebraska Bookstore | CSTCC | Other - Services | \$706,568.96 | | 1/1/2012 | 6/30/2018 | yes |
| 105446 | Service Agreement | Adobe Systems, Inc. | ETSU | Other - Services | \$206,265.00 | | 4/1/2016 | 3/31/2019 | |
| 100658 | Amendment to Existing Agreement | NERAC | General Council | Other | \$4,999.00 | | 3/20/2012 | 3/19/2017 | |
| 105464 | Service Agreement | Follett Higher Education Group | JSCC | Other - Services | \$225,000.00 | | 7/1/2016 | 6/30/2018 | yes |
| 105488 | Cooperative Agreement | Jackson State Community College Foundation | JSCC | Other - Services | \$0.00 | | 7/1/2016 | 6/30/2017 | |
| 104134 | Amendment to Existing Agreement | SunTrust Banks, Inc. | MTSU | Banking Services | \$36,453.00 | | 7/1/2014 | 6/30/2019 | yes |
| 104135 | Amendment to Existing Agreement | SunTrust Bank & SunTrust Merchant Services, LLC | MTSU | Banking Services | \$0.00 | | 7/1/2014 | 6/30/2019 | yes |
| 104627 | Amendment to Existing Agreement | Nike USA, Inc. | MTSU | Other - Goods | \$500,000.00 | | 7/1/2015 | 6/30/2020 | yes |
| 105246 | Banking Services | Regions Bank | NSCC | Banking Services | \$14,000.00 | | 1/12/2016 | 1/11/2021 | yes |
| 105394 | Banking Services | Elavon, Inc. | NSCC | Banking Services | \$13,000.00 | | 1/12/2016 | 1/11/2017 | |
| 105565 | Software License | Full Measure Education | NSTCC | Computer Software License | \$100,000.00 | | 5/23/2016 | 5/22/2018 | |
| 101307 | Clinical Affiliation | Clarksville Health Sys/GatewayMedCtrTennovaSite | Nursing/AH | Clinical Experience | \$0.00 | | 4/15/2013 | 4/14/2017 | |
| 102268 | Clinical Affiliation | Medical Care ,PLLC(Elizabethton,TN) | Nursing/AH | Clinical Experience | \$0.00 | | 1/11/2012 | 12/10/2017 | |
| 102269 | Clinical Affiliation | Grace Pediatrics(Smyrna,TN) | Nursing/AH | Clinical Experience | \$0.00 | | 1/11/2012 | 12/10/2017 | |

| Contract ID | Contract Type | Contractor | Dept./Institution | Commodity | Yearly Amount | System-wide | Start Date | End Date | Competitive |
|-------------|----------------------|---|-------------------|---------------------|---------------|-------------|------------|------------|-------------|
| 103112 | Clinical Affiliation | Brownsville Medical Clinic(Med Clinic of Alamo) | Nursing/AH | Clinical Experience | \$0.00 | | 3/12/2013 | 3/31/2018 | |
| 103519 | Clinical Affiliation | Cumberland Family Care | Nursing/AH | Clinical Experience | \$0.00 | | 8/27/2013 | 8/26/2018 | |
| 104552 | Clinical Affiliation | Tennessee Oncology | Nursing/AH | Clinical Experience | \$0.00 | | 11/13/2014 | 11/12/2019 | |
| 104689 | Clinical Affiliation | Chota Community Health Services | Nursing/AH | Clinical Experience | \$0.00 | | 6/1/2015 | 5/31/2020 | |
| 105169 | Clinical Affiliation | Today's Woman | Nursing/AH | Clinical Experience | \$0.00 | | 9/22/2015 | 9/21/2020 | |
| 105266 | Clinical Affiliation | Blue Ridge Surgery Center | Nursing/AH | Clinical Experience | \$0.00 | | 10/8/2015 | 10/7/2018 | |
| 105366 | Clinical Affiliation | Jay Michael Trussler, DO PC | Nursing/AH | Clinical Experience | \$0.00 | | 5/13/2016 | 5/12/2021 | |
| 105370 | Clinical Affiliation | Highpoint Family Practice (Georgia) | Nursing/AH | Clinical Experience | \$0.00 | | 1/29/2016 | 1/28/2021 | |
| 105389 | Clinical Affiliation | Internal Medicine Assoc (Smyrna & Murfrees) | Nursing/AH | Clinical Experience | \$0.00 | | 2/18/2016 | 2/17/2021 | |
| 105392 | Clinical Affiliation | Johnson Family Medicine | Nursing/AH | Clinical Experience | \$0.00 | | 2/19/2016 | 2/18/2021 | |
| 105393 | Clinical Affiliation | Pediatric Consultants (Steven Boring) | Nursing/AH | Clinical Experience | \$0.00 | | 2/22/2016 | 2/21/2017 | |
| 105395 | Clinical Affiliation | Mountain Medical Services (Kodak) | Nursing/AH | Clinical Experience | \$0.00 | | 6/1/2016 | 5/31/2021 | |
| 105396 | Clinical Affiliation | Internal & Pulmonary Medicine | Nursing/AH | Clinical Experience | \$0.00 | | 5/31/2016 | 8/31/2016 | |
| 105397 | Clinical Affiliation | Timothy Collins, MD (Etowah) | Nursing/AH | Clinical Experience | \$0.00 | | 2/23/2016 | 2/22/2021 | |
| 105399 | Clinical Affiliation | Allergy, Asthma & Sinus Center (Morristown) | Nursing/AH | Clinical Experience | \$0.00 | | 2/24/2016 | 2/23/2021 | |
| 105402 | Clinical Affiliation | Landrum Family Healthcare, LLC | Nursing/AH | Clinical Experience | \$0.00 | | 2/26/2016 | 2/25/2021 | |
| 105403 | Clinical Affiliation | Woodbine Pediatrics | Nursing/AH | Clinical Experience | \$0.00 | | 2/29/2016 | 2/28/2021 | |
| 105404 | Clinical Affiliation | Gray Family Healthcare | Nursing/AH | Clinical Experience | \$0.00 | | 5/4/2016 | 5/3/2021 | |
| 105405 | Clinical Affiliation | HIT NHC Dickson | Nursing/AH | Clinical Experience | \$0.00 | | 2/29/2016 | 2/28/2021 | |
| 105406 | Clinical Affiliation | HIT NHC Farragut | Nursing/AH | Clinical Experience | \$0.00 | | 4/13/2016 | 4/12/2021 | |
| 105408 | Clinical Affiliation | Valley Medical Care | Nursing/AH | Clinical Experience | \$0.00 | | 3/3/2016 | 3/2/2021 | |
| 105410 | Clinical Affiliation | LP Elizabethton LLCdbaPine Ridge Care RehabCtr | Nursing/AH | Clinical Experience | \$0.00 | | 4/8/2016 | 4/7/2021 | |
| 105411 | Clinical Affiliation | Henry County Medical Center (Multiple Sites) | Nursing/AH | Clinical Experience | \$0.00 | | 3/9/2016 | 3/8/2021 | |
| 105412 | Clinical Affiliation | Neighborhood Urgent Care of Jacksboro | Nursing/AH | Clinical Experience | \$0.00 | | 3/11/2016 | 3/10/2021 | |
| 105413 | Clinical Affiliation | Blue Ridge Community Health Services | Nursing/AH | Clinical Experience | \$0.00 | | 3/11/2016 | 3/10/2021 | |
| 105416 | Clinical Affiliation | Youthcare Pediatrics | Nursing/AH | Clinical Experience | \$0.00 | | 3/14/2016 | 3/13/2021 | |
| 105421 | Clinical Affiliation | Urgent Team (Multiple Locations) | Nursing/AH | Clinical Experience | \$0.00 | | 3/17/2016 | 3/16/2021 | |
| 105427 | Clinical Affiliation | Spectrum Medical | Nursing/AH | Clinical Experience | \$0.00 | | 3/22/2016 | 3/21/2021 | |
| 105429 | Clinical Affiliation | Gulfport Obstetrics and Gynecology | Nursing/AH | Clinical Experience | \$0.00 | | 3/23/2016 | 3/22/2021 | |
| 105431 | Clinical Affiliation | Cagle and Bailey Adult Health | Nursing/AH | Clinical Experience | \$0.00 | | 3/24/2016 | 3/23/2021 | |
| 105432 | Clinical Affiliation | Cool Spring Obstetrics and Gynecology | Nursing/AH | Clinical Experience | \$0.00 | | 3/24/2016 | 3/23/2021 | |
| 105433 | Clinical Affiliation | Physician's Care (Two Locations) | Nursing/AH | Clinical Experience | \$0.00 | | 3/24/2016 | 3/23/2021 | |
| 105438 | Clinical Affiliation | Grace Community Health Center (Gray, KY) | Nursing/AH | Clinical Experience | \$0.00 | | 3/28/2016 | 3/27/2021 | |
| 105443 | Clinical Affiliation | Kettering Health Network | Nursing/AH | Clinical Experience | \$0.00 | | 4/1/2016 | 3/31/2021 | |
| 105445 | Clinical Affiliation | Mountain Family Practice Clinic of Manchester | Nursing/AH | Clinical Experience | \$0.00 | | 3/31/2016 | 3/30/2021 | |
| 105449 | Clinical Affiliation | Health Wagon | Nursing/AH | Clinical Experience | \$0.00 | | 4/4/2016 | 4/3/2021 | |
| 105450 | Clinical Affiliation | Yorozu Health Clinic | Nursing/AH | Clinical Experience | \$0.00 | | 4/5/2016 | 4/4/2021 | |
| 105453 | Clinical Affiliation | Medical East of Decatur | Nursing/AH | Clinical Experience | \$0.00 | | 4/5/2016 | 4/4/2021 | |
| 105454 | Clinical Affiliation | PCL Express Walk-In Clinic & Primary Care | Nursing/AH | Clinical Experience | \$0.00 | | 4/5/2016 | 4/4/2021 | |
| 105455 | Clinical Affiliation | Ripley Medical Clinic | Nursing/AH | Clinical Experience | \$0.00 | | 4/6/2016 | 4/5/2021 | |
| 105459 | Clinical Affiliation | Aquinas College | Nursing/AH | Clinical Experience | \$0.00 | | 4/11/2016 | 4/10/2021 | |

| Contract ID | Contract Type | Contractor | Dept./Institution | Commodity | Yearly Amount | System-wide | Start Date | End Date | Competitive |
|-------------|---------------------------------|--|-------------------|---------------------------|----------------|-------------|------------|------------|-------------|
| 105467 | Clinical Affiliation | Metro Nashville Public Health Department | Nursing/AH | Clinical Experience | \$0.00 | | 4/14/2016 | 4/13/2021 | |
| 105468 | Clinical Affiliation | Innovative Women's Health Specialists | Nursing/AH | Clinical Experience | \$0.00 | | 4/14/2016 | 4/13/2021 | |
| 105470 | Clinical Affiliation | Family Physicians of Marion | Nursing/AH | Clinical Experience | \$0.00 | | 4/14/2016 | 4/13/2021 | |
| 105487 | Clinical Affiliation | REN Dermatology | Nursing/AH | Clinical Experience | \$0.00 | | 4/22/2016 | 4/21/2021 | |
| 105515 | Clinical Affiliation | Unity Medical Center (Manchester) | Nursing/AH | Clinical Experience | \$0.00 | | 4/27/2016 | 4/26/2021 | |
| 105516 | Clinical Affiliation | Michie Medical Clinic | Nursing/AH | Clinical Experience | \$0.00 | | 4/27/2016 | 4/26/2021 | |
| 105517 | Clinical Affiliation | Occupational Health Systems (Knoxville) | Nursing/AH | Clinical Experience | \$0.00 | | 4/27/2016 | 4/26/2021 | |
| 105524 | Clinical Affiliation | Mountain Region Family Medicine | Nursing/AH | Clinical Experience | \$0.00 | | 4/28/2016 | 4/27/2021 | |
| 105531 | Clinical Affiliation | Ageless Skin and Laser | Nursing/AH | Clinical Experience | \$0.00 | | 5/3/2016 | 5/2/2021 | |
| 105532 | Clinical Affiliation | Christian Family Medicine dba Family First | Nursing/AH | Clinical Experience | \$0.00 | | 5/3/2016 | 5/2/2021 | |
| 105542 | Clinical Affiliation | Hendersonville Ob-Gyn PLLC | Nursing/AH | Clinical Experience | \$0.00 | | 6/30/2016 | 6/29/2021 | |
| 105545 | Clinical Affiliation | Columbia Pediatrics | Nursing/AH | Clinical Experience | \$0.00 | | 5/11/2016 | 5/10/2021 | |
| 105546 | Clinical Affiliation | Dr G S Bindra, MD, PLLC | Nursing/AH | Clinical Experience | \$0.00 | | 5/12/2016 | 5/11/2021 | |
| 105560 | Clinical Affiliation | Allergy & Asthma Affiliates | Nursing/AH | Clinical Experience | \$0.00 | | 5/16/2016 | 5/15/2021 | |
| 105257 | Service Agreement | Incognito, Inc | OESI | Other - Services | \$4,000.00 | | 9/28/2016 | 9/28/2016 | |
| 105451 | Dual Service | Chattanooga State- MSF Martina Harris | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105452 | Dual Service | TTU MSF Harry Ingle | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105457 | Dual Service | APSU- Marcus Hayes | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105458 | Cooperative Agreement | COSCC- DeMarcus Jackson | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105460 | Dual Service | DSCC Yuketa Hall | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105461 | Dual Service | ETSU Arnold Nyarambi | OESI | Memo of Understanding | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105462 | Dual Service | MSCC Sid Hill | OESI | Marketing | \$8,000.00 | | 4/12/2016 | 9/16/2016 | |
| 105482 | Dual Service | TSU- Jame'l Hodges | OESI | Personnel | \$400.00 | | 4/12/2016 | 9/16/2016 | |
| 105483 | Dual Service | University of Memphis Alfred Hall | OESI | Personnel | \$400.00 | | 4/12/2016 | 9/16/2016 | |
| 105330 | Purchase Agreement | Rudd Seeley Wallis, LLC | PSTCC | Other | \$1,800,000.00 | | 1/5/2016 | 7/31/2016 | yes |
| 102279 | Amendment to Existing Agreement | Desire2Learn, Inc. | RODP | Computer Software | \$2,958,911.00 | yes | 1/1/2016 | 12/31/2016 | |
| 102925 | Amendment to Existing Agreement | BocaVox, LLC | RODP | Computer Software License | \$420,000.00 | | 1/1/2016 | 12/31/2016 | yes |
| 105086 | Dual Service | MSCC - Faculty Mentors | RODP | Mentoring | \$10,364.85 | | 8/1/2015 | 7/31/2016 | |
| 105407 | Hotel/Lodging Agreement | Holiday Inn - Nashville Airport | RODP | Lodging and Meeting Space | \$84,500.00 | | 3/7/2016 | 7/31/2016 | |
| 105441 | Professional Service | D2L Ltd. | RODP | Computer Software License | \$3,241,125.00 | yes | 1/1/2017 | 12/31/2017 | yes |
| 105466 | Professional Service | Thomas Tobin | RODP | Speaker | \$3,000.00 | | 6/1/2016 | 6/30/2016 | |
| 105536 | Professional Service | Jason Puckett | RODP | Speaker | \$3,000.00 | | 6/1/2016 | 6/30/2016 | |
| 105537 | License Agreement | Oxford University Press | RODP | Computer Software License | \$42,426.00 | | 7/1/2015 | 6/30/2016 | |
| 105478 | Service Agreement | MXN Corporation | RSCC | Other - Services | \$75,522.00 | yes | 5/1/2016 | 4/30/2021 | yes |
| 103744 | Amendment to Existing Agreement | Elsevier, B.V. | TBR | Other - Services | \$2,473,271.00 | yes | 1/1/2014 | 12/31/2018 | |
| 103888 | Amendment to Existing Agreement | Computer Intelligence Association | TBR | Computer Software | \$500,000.00 | yes | 3/28/2016 | 3/27/2017 | yes |
| 104170 | Amendment to Existing Agreement | EBSCO Industries, Inc. | TBR | Other - Services | \$244,594.25 | yes | 7/1/2015 | 6/30/2016 | yes |

**REPORT OF COMMITTEE ON
ACADEMIC POLICIES AND PROGRAMS**

JUNE 23, 2016

The Committee on Academic Policies and Programs met in regular session on June 23, 2016, on the campus of Northeast State Community College.

As the only agenda item, the Committee reviewed the request regarding the Middle Tennessee State University Joey A. Jacobs Chair of Excellence in Accounting. In the June 21, 2013, meeting of the Committee on Academic Policies and Procedures, the Committee approved the revision of the Joey A. Jacobs Chair of Excellence in Accountancy. As part of the 2016-17 budget, Governor Haslam included \$1.5 million from general government funding to supplement the existing Jacobs Chair of Excellence funds. A motion was made by Regent Prescott with a second by Regent Varlan to seek approval from the Tennessee Higher Education Commission for the House and Senate Education Subcommittees to enact the release of funds. The motion carried by unanimous voice vote.

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

Respectfully submitted,

COMMITTEE ON ACADEMIC
POLICIES AND PROGRAMS

Bob Thomas, Chair

COMMMITTEE EXTERNAL AFFAIRS

June 23, 2016

The Committee on External Affairs met in regular session on June 23, 2016, at Northeast State Community College.

The first item on the agenda was the proposed policy on Firearms and Other Weapons. General Counsel Mary Moody reviewed the proposed Safety and Security Policy 7:01:00:00 entitled Firearms and Other Weapons. Ms. Moody explained that the policy implements laws enacted by the General Assembly in 2016 regarding firearms. She explained that while there is still a general prohibition on weapons, including firearms, on our campuses, the new laws create exceptions for those with valid handgun carry permits. Full-time employees with valid permits may carry a concealed handgun on campus, provided they first register with law enforcement. Employees and students with carry permits may transport and store firearms and ammunition locked in their vehicles.

The universities are given the authority to adopt their own policies in this policy. Both the new laws and the policy will take effect on July 1, 2016.

Regent Prescott made a motion to approve the policy and it was seconded by Regent Apple. The Committee, by voice vote, approved adoption of the policy.

The second item before the Committee was a TBR system policy related to the use of social media. Communications Director Greppin-Watts was recognized to explain the policy. Ms. Greppin-Watts explained that the policy is proposed to provide guidance on acceptable use of social media; address potential risks, and ensure consistency across TBR system office operations.

The policy states that all official social media accounts of the TBR or its system office units/departments/functions must be established and maintained by the TBR System Office of Communications. It clarifies that any accounts created to imply representation of the TBR must be approved and authorized by the communications director. A TBR

employee that manages such accounts must relinquish all rights to the account upon departure.

The policy also addresses the use of TBR system office personal social media accounts. Employees are not to imply to represent TBR in personal posting and are to be clear they are not representing TBR in their opinions. Violation of this policy may result in disciplinary action.

Regent Roddy made a motion to approve the policy and a second was provided by Regent Prescott. The policy was approved by voice vote.

Ms. Greppin-Watts explained the TBR system office Broadcast Email Policy. Any messages sent to the entire TBRStaff email list must be approved by the vice chancellor or unit head of the person sending the email and should be related directly to System Office or relevant higher education functions. Any broadcast emails concerning issues that might be controversial or attract media attention require prior review from the communications director.

Regent Griscom made a motion to approve the policy and a second was provided by Regent Roddy. The policy was approved by voice vote.

Ms. Greppin-Watts introduced Matthew Gann for the last item. She said

this standardization of websites and its development in house saved hundreds of thousands of dollars and will make the websites more customer friendly and more easily updated.

Matthew Gann, Associate Director of Web Services and Digital Strategy presented the network of websites created for the Colleges of Applied Technology. These websites will be rolled out in July/August 2016 and are aimed at standardizing the TCAT websites, while still giving individual institutions the ability to post events and other unique items to their website. Mr. Gann demonstrated the new website and its features.

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 23, 2016

The Committee on Workforce Development met in regular session on June 23, 2016, on the campus of Northeast State Community College.

As the first item of business, the committee approved the following Tennessee College of Applied Technology program proposals and academic actions presented by Vice Chancellor James King:

- Implementation of a Marketing, Merchandising & Parts Operation Program at TCAT-Crossville to be located at the main campus;
- Implementation of a hybrid Administrative Office Technology program at TCAT-Morristown to be located at the Sevier County Campus;
- Implementation of a Medical Assistant/Patient Care Technician Technology program at TCAT-McMinnville to be located on the main campus;
- Implementation of an adult Welding Technology program at TCAT-Livingston to be located at White County High School in Sparta, TN;

- Implementation of an adult Certified Nursing Assistant Technology program at TCAT-Livingston to be located at White County High School in Sparta, TN;
- Implementation of an adult Industrial Maintenance/Mechatronics program at TCAT-Livingston to be located at White County High School in Sparta, TN;
- Changing name of the Industrial Maintenance Technician program at TCAT-Chattanooga to Industrial Maintenance-Mechatronics;
- Adding two certificate exit points to the Computer Support Technician program at TCAT-Chattanooga;
- Adding six new certificate exit points to the Landscape and Turf Management program at TCAT-Chattanooga;
- Adding two new certificate exit points to the Welding Technology program at TCAT-Chattanooga;
- Establishment of a dual enrollment Welding Technology program at TCAT-Crump with Hardin County High School;
- Establishment of a dual enrollment Certified Production Technology program at TCAT-Crump with Hardin County High School;

- Establishment of a dual enrollment Certified Production Technology program at TCAT-Crump with Adamsville High School;
- Establishment of a dual enrollment Certified Production Technology program at TCAT-Crump with McNairy Central High School;
- Inactivation of the online Computer Information System program at TCAT-Jacksboro;
- Relocating the Practical Nursing program at TCAT-Jackson at the Parson site to the Chester County Higher Education Center in Henderson, TN;
- Inactivation of the Welding Technology program at TCAT-Nashville at the Wilson County Campus, and transferring the program from TCAT-Nashville to TCAT-Hartsville;
- Reduction of the Powerline Construction and Maintenance Technology program hours at TCAT-Oneida/Huntsville from 864 to 648 clock hours;
- Establishment of a dual enrollment Welding Technology program at TCAT-Whiteville with Fayette-Ware High School in Somerville, TN;
- Inactivation of Drafting and CAD at TCAT-Crossville;

- Changing the exit points for Automotive Technology statewide from eight (8) exit points to the following three exit points: (1) Technician Assistant Certificate for completing three of eight areas; (2) Technician Apprentice Certificate for completing six of the eight areas; and (3) Master Technician Diploma for completing all eight areas;
- Reduction of the program hours for Machine Tool Technology statewide from 2,160 to 1,728;
- Reduction of the program hours for Collision Repair Technology statewide from 2,160 to 1,728;
- Addition of an Appliance Repair option to the HVAC-R program at TCAT-Morristown;
- Establishment of a dual enrollment Transportation and Logistics program at Livingston with Upperman High School;
- Addition of two new certificate exit points to the Administrative Office Technology program at Livingston;
- Expansion of the Industrial Maintenance program at TCAT-Pulaski to a night offering at the main campus; and

- Inactivation of the Health Unit Coordinator program at TCAT-Jacksboro.

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

Motion carried by voice vote.

Vice Chancellor Warren Nichols gave an update on TCAT and Community College Articulation and Program Alignment.

Next, Vice Chancellors Warren Nichols and James D. King provided highlights for the 2014 Labor Education Alignment Program (LEAP) grant results for the community colleges and TCATs and a summary of 2016 LEAP grant proposals.

As the last item of business, Vice Chancellor Warren Nichols gave an update on the AT&T Aspire Scholarship Award grant.

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

June 23, 2016

The Committee on Audit met in regular session on June 23, 2016 at Northeast State Community College. A quorum was present. The following Audit Committee members attended the meeting along with system office staff and the Board's Vice Chair, Regent Emily Reynolds. Other Board members and guests were in the audience.

Regent Tom Griscom, Audit Committee Chair
Regent MaryLou Apple
Regent Greg Duckett
Regent Darrell Freeman
Regent Fran Marcum
Regent J. Parker Smith
Regent Leigh Shockey

Item I, Consent Agenda, included two items; Item I.a., Review of Revised Internal Audit Charter for Austin Peay State University and Item I.b., Review of Revisions to the Fiscal Year 2016 Internal Audit Plans. The significant revisions to the audit plans were summarized in the materials and the revised audit plans are included as Attachment A to these minutes. The committee voted to approve the Consent Agenda items as presented.

Item II, Update of the Impact of the Focus Act on Internal Audit Functions, was presented by Chancellor David Gregory and Tammy Birchett, Chief Audit Executive. Chancellor Gregory commented that a meeting has been set with staff from the Governor's Office and the Division of State Audit to discuss statutory requirements from 2004 for internal audit that were not amended by the FOCUS Act. Regent Griscom commented on the importance of resolving any questions about the internal audit function as the Board continues to consider governance changes resulting from the FOCUS Act. This item was for informational purposes and required no action.

Item III, Review of System-wide Internal Audit Budget, was introduced by Regent Griscom as representing the current structure of System-wide Internal Audit. The budget was discussed by Mrs. Birchett. She noted that the number of complaints received by the office that require investigation has increased over the last two years and may require additional staffing in the future. She also encouraged the Board to consider adding a compliance officer in the future. Regent Duckett asked about the role of a compliance position and whether the institutions have compliance positions. Mrs. Birchett responded that some

institutions have compliance officers and some have compliance officers for specific activities, such as athletics. She stated that the intent of the position mentioned was to provide coordination and assistance for compliance activities on the campuses to be able to provide assurance to the Board regarding the compliance activities. The committee voted to approve the Budget as presented.

Item IV, Informational Reporting, contained three items. Item IV.a., Review of Comptroller's Office Audit Reports, consisted of a discussion of a financial and compliance audit report issued by the Comptroller's Office during the last quarter. The report for East Tennessee State University is summarized as Attachment B to these minutes. This item was for informational purposes and required no action.

Item IV.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. Mrs. Birchett commented that some of the corrective actions for 2 of the 9 original findings are still underway. This item was for informational purposes and required no action.

Item IV.c., Review of Internal Audit Reports, consisted of discussion of internal audit reports issued by the system's internal auditors during the last quarter. Mrs. Birchett summarized the results of the Complete College Tennessee Act Outcome Measure audits for the 2014 – 2015 Academic Year and Fall 2015, issued by most of the institutions. She noted that audits for the remaining institutions are in progress or will be completed in the future. A list of the internal audits issued during the quarter is included as Attachment C to these minutes. This item was for informational purposes and required no action.

Item V, Review of Professional Auditing Standards, was an overview of the professional auditing standards followed by the system's internal auditors. Mrs. Birchett provided a brief overview of the Standards issued by the Institute of Internal Auditors and stated that the results of quality assurance self-assessments would be provided for the committee at the next meeting. This item was for informational purposes and required no action.

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

Respectfully submitted,

Committee on Audit

Tom Griscom, Committee Chair

Attachment A

**Approved Revised Internal Audit Plans for the
Fiscal Year Ended June 30, 2016**

| Austin Peay State University Internal Audit Plan Fiscal Year Ended June 30, 2016 Revised April 2016 | | | | | | | | | | | | | |
|--|------|------|--|-------------------------------------|---------------|-----------------|-------------------|------|---------------|-----------------|------------|----------------------------|----------------|
| Current Year Budget (Hours) | | | | | | | | | | | | | |
| Budget to Actual | | | | | | | | | | | | | |
| Ranking | Type | Area | Audit | Original | Revised | Change in Hours | Change in Percent | | Actual Hours | Remaining Hours | Percentage | Estimated Audit Start Date | Current Status |
| Required by Conference | R | AT | OVC Special Assistance Fund | 112.5 | 60.0 | -52.5 | -46.7% | | 57.0 | 3.0 | 5.0% | Jul 2015 | Completed |
| Required by Statute | R | FM | MTSU President Expenses Audit FY2015 | 187.5 | 0.0 | -187.5 | -100.0% | Fn 1 | 0.0 | 0.0 | NA | Aug 2015 | Removed |
| Required by State Audit | R | FM | State Audit Follow up | 75.0 | 0.0 | -75.0 | -100.0% | Fn 2 | 0.0 | 0.0 | NA | Feb 2016 | Removed |
| | F | FM | Risk Assessment - Financial Management | 75.0 | 15.0 | -60.0 | -80.0% | Fn 1 | 3.0 | 12.0 | 80.0% | Apr 2016 | In Progress |
| | O | FM | Procurement Card Review | 187.5 | 187.5 | 0.0 | 0.0% | | 44.0 | 143.5 | 76.5% | Jul 2015 | In Progress |
| | O | FM | Travel Claim Review | 225.0 | 225.0 | 0.0 | 0.0% | | 96.0 | 129.0 | 57.3% | Jul 2015 | In Progress |
| | S | FM | Access and Diversity 2016 | 150.0 | 375.0 | 225.0 | 150.0% | Fn 3 | 377.5 | -2.5 | -0.7% | Jul 2015 | Completed |
| | S | IA | Study Abroad | 187.5 | 187.5 | 0.0 | 0.0% | | 71.5 | 116.0 | 61.9% | April 2016 | In Progress |
| | P | IS | Quality Assessment Review | 75.0 | 75.0 | 0.0 | 0.0% | | 5.0 | 70.0 | 93.3% | April 2016 | In Progress |
| | I | IS | Unscheduled Investigations | 112.5 | 37.5 | -75.0 | -66.7% | | 0.0 | 37.5 | 100.0% | Jul 2015 | Scheduled |
| | C | IS | General Consultation | 300.0 | 90.0 | -210.0 | -70.0% | Fn 1 | 72.8 | 17.3 | 19.2% | Jul 2015 | In Progress |
| | A | PP | Emergency Preparedness | 187.5 | 0.0 | -187.5 | -100.0% | Fn 1 | 0.0 | 0.0 | 0.0% | Apr 2016 | Removed |
| | I | AD | APSU 16-01 | 0.0 | 22.5 | 22.5 | NA | Fn 4 | 21.0 | 1.5 | 6.7% | Nov 2015 | Completed |
| | I | IA | APSU 16-02 | 0.0 | 112.5 | 112.5 | NA | Fn 4 | 117.5 | -5.0 | -4.4% | Dec 2015 | Completed |
| | S | AT | Comp Ticket Review | 0.0 | 45.0 | 45.0 | NA | Fn 5 | 39.0 | 6.0 | 13.3% | Nov 2015 | Completed |
| | C | AT | Ticket Sales Review | 0.0 | 112.5 | 112.5 | NA | Fn 5 | 161.5 | -49.0 | -43.6% | Jan 2016 | Completed |
| | R | RS | Risk Assessment - Research | 52.5 | 15.0 | -37.5 | -71.4% | Fn 1 | 6.5 | 8.5 | 56.7% | Apr 2016 | In Progress |
| | R | SS | CCTA Funding Formula | 150.0 | 150.0 | 0.0 | 0.0% | Fn 1 | 85.0 | 65.0 | 43.3% | April 2016 | In Progress |
| | M | SS | Risk Assessment - Student Services | 75.0 | 15.0 | -60.0 | -80.0% | Fn 1 | 7.5 | 7.5 | 50.0% | Apr 2016 | In Progress |
| | S | IA | College of Business | 0.0 | 75.0 | 75.0 | 100.0% | Fn 5 | 0.0 | 75.0 | 100.0% | May 2016 | Scheduled |
| | I | FM | APSU 16-03 | 0.0 | 37.5 | 37.5 | 100.0% | Fn 4 | 0.0 | 37.5 | 100.0% | May 2016 | In Progress |
| Total Planned Audit Days: | | | | 2152.5 | 1837.5 | -315.0 | | | 1164.8 | 672.8 | | | |
| Estimated Hours Available For Audits = 1,900.00 | | | | | | | | | | | | | |
| 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 | | | | | | | | | |
| O - Other | | | | RS - Research | | | | | | | | | |
| | | | | SS - Student Services | | | | | | | | | |
| FN 1 - The Director position was vacant between 11/1/15 and 3/31/16. Therefore, some audits were removed from the plan or had budget reduced due to a lack of available resources associated with the vacancy. | | | | | | | | | | | | | |
| FN 2 - The State Audit report did not contain any findings, therefore, no follow up was needed. | | | | | | | | | | | | | |
| FN 3 - This audit took longer to complete than originally planned because the area was more complex than anticipated. | | | | | | | | | | | | | |
| FN 4 - This investigation was added when the allegation was received. | | | | | | | | | | | | | |
| FN 5 - This review was requested by management. | | | | | | | | | | | | | |

**East Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Current Status | |
|---------|------|------|---------------------------------------|-----------------------------|---------|-----------------|----------------------|------------------|-----------------|------------|----------------------------|----------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| | R | FM | WETS FM | 200.0 | 200.3 | 0.2 | 0% | | 185.0 | 15.3 | 8% | Nov 2015 | Completed |
| | R | FM | Cash Counts and Inventory | 39.8 | 39.8 | 0.0 | 0% | | 5.5 | 34.3 | 86% | Jun 2016 | In Progress |
| | R | FM | TTU President's Expenses | 200.0 | 200.3 | 0.2 | 0% | | 166.0 | 34.3 | 17% | Aug 2015 | Completed |
| | R | IS | IIA Quality Assurance Self Assessment | 100.0 | 99.8 | -0.2 | 0% | | 0.0 | 99.8 | 100% | Apr 2016 | Scheduled |
| | R | IT | NACHA Web Transactions Data Security | 125.3 | 125.3 | 0.0 | 0% | | 0.0 | 125.3 | 100% | Apr 2016 | Scheduled |
| | R | SS | CCTA Funding Formula | 150.0 | 150.0 | 0.0 | 0% | | 53.0 | 97.0 | 65% | Mar 2016 | In Progress |
| | F | AD | University Advancement | 50.0 | 50.3 | 0.2 | 0% | | 20.5 | 29.8 | 59% | Feb 2016 | Completed |
| | F | AT | INV1405 | 100.0 | 50.3 | -49.7 | -50% | | 37.5 | 12.8 | 25% | Oct 2015 | Completed |
| | F | FM | State Audit Follow-up | 20.0 | 0.0 | -20.0 | -100% | FN 5 | 0.0 | 0.0 | NA | NA | Removed |
| | F | IT | PCI Compliance Readiness | 50.0 | 99.8 | 49.7 | 99% | | 76.0 | 23.8 | 24% | Jul 2015 | In Progress |
| | F | IT | Banner Security | 25.0 | 99.8 | 74.8 | 299% | | 92.0 | 7.8 | 8% | Jul 2015 | Completed |
| | F | PP | INV1504 | 25.0 | 24.8 | -0.2 | -1% | | 20.0 | 4.8 | 19% | Feb 2016 | Completed |
| | F | SS | Student Health Billing Practices | 150.0 | 75.0 | -75.0 | -50% | | 35.5 | 39.5 | 53% | Jan 2016 | In Progress |
| | I | FM | Unscheduled Investigations | 100.0 | 0.0 | -100.0 | -100% | FN 1 | 0.0 | 0.0 | NA | NA | Removed |
| | F | IA | INV1505 | 50.0 | 50.3 | 0.2 | 0% | | 7.0 | 43.3 | 86% | Apr 2016 | In Progress |
| | I | IA | INV1506 | 30.0 | 3.0 | -27.0 | -90% | | 8.5 | -5.5 | -183% | July 2015 | Completed |
| | I | AT | INV1601 | 0.0 | 15.0 | 15.0 | N/A | | 15.5 | -0.5 | -3% | Sept 2015 | Completed |
| | I | IS | INV1603 | 0.0 | 249.8 | 249.8 | N/A | | 256.5 | -6.8 | -3% | Sept 2015 | Completed |
| | I | SS | INV1602 | 0.0 | 24.8 | 24.8 | N/A | | 23.0 | 1.8 | 7% | Sept 2015 | Completed |
| | I | IS | INV1604 | 0.0 | 24.8 | 24.8 | N/A | | 23.5 | 1.3 | 5% | Nov 2015 | In Progress |
| | I | SS | INV1605 | 0.0 | 50.3 | 50.3 | N/A | | 33.5 | 16.8 | 33% | Dec 2015 | In Progress |
| | I | SS | INV1606 | 0.0 | 9.8 | 9.8 | N/A | | 12.0 | -2.3 | -23% | Jan 2016 | Completed |
| | I | IA | INV1607 | 0.0 | 24.8 | 24.8 | N/A | | 0.0 | 24.8 | 100% | May 2016 | Scheduled |
| | I | IA | INV1608 | 0.0 | 75.0 | 75.0 | N/A | | 0.0 | 75.0 | 100% | May 2016 | Scheduled |
| | S | FM | Access and Diversity Funds | 100.0 | 225.0 | 125.0 | 125% | FN 2 | 246.0 | -21.0 | -9% | Jul 2015 | Completed |
| | S | IA | Medical Library | 142.8 | 171.8 | 28.9 | 20% | | 187.5 | -15.8 | -9% | Apr 2015 | Completed |
| | S | IA | Study Abroad | 200.0 | 399.8 | 199.7 | 100% | FN 6 | 556.0 | -156.3 | -39% | Nov 2015 | In Progress |
| | S | IS | Timekeeping | 50.0 | 200.3 | 150.3 | 301% | FN 3 | 143.5 | 56.8 | 28% | Oct 2015 | Completed |
| | S | IT | Third Party Servers FY 2015 | 37.5 | 37.5 | 0.0 | 0% | | 21.5 | 16.0 | 43% | Apr 2015 | Completed |
| | S | IT | Third Party Servers FY 2016 | 150.0 | 37.5 | -112.5 | -75% | | 0.0 | 37.5 | 100% | Apr 2016 | Scheduled |
| | M | FM | Management Risk Assessments | 40.0 | 39.8 | -0.2 | -1% | | 4.5 | 35.3 | 89% | May 2016 | In Progress |
| | C | IS | General Consulting | 75.0 | 75.0 | 0.0 | 0% | | 92.5 | -17.5 | -23% | Jul 2015 | In Progress |
| | C | IT | IT Consulting | 75.0 | 150.0 | 75.0 | 100% | | 129.5 | 20.5 | 14% | Jul 2015 | In Progress |
| | P | IS | Electronic Workpapers | 75.0 | 75.0 | 0.0 | 0% | | 80.5 | -5.5 | -7% | Jul 2015 | In Progress |
| 5 | A | AT | NCAA Compliance | 150.0 | 307.5 | 157.5 | 105% | | 227.5 | 80.0 | 26% | Apr 2015 | In Progress |
| 5 | A | FM | Contracts and Agreements | 62.5 | 62.3 | -0.2 | 0% | | 52.5 | 9.8 | 16% | Apr 2015 | Completed |
| 5 | A | IT | Web Application Security | 100.0 | 393.8 | 293.8 | 294% | FN 4 | 329.0 | 64.8 | 16% | Jun 2015 | In Progress |
| 5 | A | IT | OT Policies and Procedures Review | 40.0 | 207.8 | 167.7 | 419% | FN 4 | 246.0 | -38.3 | -18% | Mar 2015 | In Progress |
| 5 | A | SS | Financial Aid Administration | 150.0 | 150.0 | 0.0 | 0% | | 159.0 | -9.0 | -6% | Apr 2015 | Completed |
| 4.9 | A | AT | Athletic Ticket Office | 225.0 | 0.0 | -225.0 | -100% | FN 9 | 0.0 | 0.0 | NA | June 2016 | Removed |
| 4.5 | A | IS | Additional Earnings | 225.0 | 0.0 | -225.0 | -100% | FN 9 | 0.0 | 0.0 | NA | Jun 2016 | Removed |
| 4.4 | A | FM | Agency Accounts | 225.0 | 56.3 | -168.8 | -75% | FN 9 | 0.0 | 56.3 | 100% | April 2016 | Scheduled |
| 4.4 | A | FM | Bursar's Office | 112.5 | 56.3 | -56.3 | -50% | FN 9 | 50.5 | 5.8 | 10% | Jun 2016 | In Progress |
| 4.4 | A | FM | Misc Course Fees | 225.0 | 225.0 | 0.0 | 0% | | 145.8 | 79.2 | 35% | Mar 2016 | In Progress |
| 4.2 | A | SS | Federal Work Study | 168.8 | 0.0 | -168.8 | -100% | FN 8 | 0.0 | 0.0 | NA | NA | Removed |
| 3.9 | A | IT | Software License Compliance | 150.0 | 0.0 | -150.0 | -100% | FN 8 | 0.0 | 0.0 | NA | NA | Removed |
| 3.8 | A | IT | Data Warehouse Control and Security | 200.0 | 0.0 | -200.0 | -100% | FN 8 | 0.0 | 0.0 | NA | NA | Removed |
| 2.2 | S | IS | TN Law Enforcement Accreditation | 0.0 | 75.0 | 75.0 | N/A | FN 10 | 0.0 | 75.0 | 100% | May 2016 | Scheduled |

Total Planned Audit Days: 4394.1 4687.5 293.4 3742.3 945.2

Estimate Hours Available For Audits = 4,480 (4 staff)

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

FN 1 - Hours for Unscheduled Investigations were reassigned to INV 16-03.

FN 2 - Multiple issues discovered and difficulty obtaining information from auditee.

FN 3 - Budget hours was increased due to an increase in areas tested. Also, moved the start date from June 2016 to October 2015 which shifted the budgeted hours for the current fiscal year.

FN 4 - IT Auditor underestimated the hours needed to complete this audit.

FN 5 - Audit was removed since there were no State Audit findings.

FN 6 - Multiple issues discovered. Two auditors were assigned to the audit to complete by the scheduled due date.

FN 7 - PCI Compliance Scans were not performed by Internal Audit because this task was outsourced.

FN 8 - Audit was removed from plan due to several audits requiring more time than anticipated.

FN 9 - Changed start date which resulted in the budgeted hours spreading across both FY 2016 and FY 2017.

FN 10 - Added at the request of Public Safety. Accreditation requires an audit of inventory (confiscated/found items)

**Middle Tennessee State University
Internal Audit Plan
Fiscal Year June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budgets (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Current Status | |
|-------------------------|------|------|--|------------------------------|---------|----------------|----------------------|------------------|-----------------|------------|----------------------------|----------------|-------------|
| | | | | Original | Revised | Change in Days | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by Conference | R | AT | Football Attendance 2015 | 255.0 | 225.0 | -30.0 | -12% | | 233.0 | -8.0 | -4% | Aug 2015 | Completed |
| Required by Statute | R | FM | ETSU President Expenses FY2015 | 255.0 | 255.0 | 0.0 | 0% | | 270.5 | -15.5 | -6% | Aug 2015 | Completed |
| Required by State Audit | R | SS | CCTA FY2016 | 150.0 | 150.0 | 0.0 | 0% | | 105.0 | 45.0 | 30% | Feb 2016 | In Progress |
| | F | AT | Athletic Gifts in Kind FY2013 | 45.0 | 45.0 | 0.0 | 0% | | 132.0 | -87.0 | -193% | Sep 2015 | Completed |
| | F | FM | State Audit FYE 6.30.2014 | 75.0 | 135.0 | 60.0 | 80% | | 139.5 | -4.5 | -3% | Jul 2015 | Completed |
| | F | FM | State Audit FYE 6.30.2015 | 0.0 | 112.5 | 112.5 | NA | | 6.0 | 106.5 | 95% | May 2016 | In Progress |
| | F | IS | FU-Follow-up Reviews as Needed | 75.0 | 75.0 | 0.0 | 0% | | 0.0 | 75.0 | 100% | Jul 2015 | Scheduled |
| | I | IA | INV1504 | 60.0 | 60.0 | 0.0 | 0% | | 21.5 | 38.5 | 64% | Jul 2015 | In Progress |
| | I | IA | INV1506 | 60.0 | 225.0 | 165.0 | 275% | Fn 1 | 464.5 | -239.5 | -106% | Jul 2015 | In Progress |
| | I | IS | INV1502 | 45.0 | 45.0 | 0.0 | 0% | | 0.0 | 45.0 | 100% | Jul 2015 | In Progress |
| | I | IS | INV1501 | 60.0 | 60.0 | 0.0 | 0% | | 0.0 | 60.0 | 100% | Jul 2015 | Scheduled |
| | I | IS | Unplanned Investigations | 450.0 | 0.0 | -450.0 | -100% | Fn 1 | 0.0 | 0.0 | NA | Jul 2015 | Scheduled |
| | I | PP | INV1304 | 60.0 | 60.0 | 0.0 | 0% | | 65.5 | -5.5 | -9% | Jul 2015 | Completed |
| | I | SS | INV1402 | 120.0 | 120.0 | 0.0 | 0% | | 57.5 | 62.5 | 52% | Jul 2015 | In Progress |
| | I | SS | INV1601 | 0.0 | 150.0 | 150.0 | NA | | 0.0 | 150.0 | 100% | July 2015 | Scheduled |
| | I | SS | INV1602 | 0.0 | 225.0 | 225.0 | NA | | 0.0 | 225.0 | 100% | Sept 2015 | Scheduled |
| | I | IS | INV1603 | 0.0 | 75.0 | 75.0 | NA | | 106.5 | -31.5 | -42% | Oct 2015 | Completed |
| | S | FM | Cash Counts FY2015 | 75.0 | 37.5 | -37.5 | -50% | | 31.0 | 6.5 | 17% | Jul 2015 | Completed |
| | S | FM | Cash Counts FY2016 | 60.0 | 60.0 | 0.0 | 0% | | 0.0 | 60.0 | 100% | June 2016 | Scheduled |
| | S | FM | Inventories FY2015 | 150.0 | 150.0 | 0.0 | 0% | | 151.0 | -1.0 | -1% | Jul 2015 | Completed |
| | S | FM | Inventories FY2016 | 60.0 | 60.0 | 0.0 | 0% | | 0.0 | 60.0 | 100% | May 2016 | Scheduled |
| | S | FM | Consulting-Assisting President Expenses FY2016 | 60.0 | 60.0 | 0.0 | 0% | | 60.0 | 0.0 | 0% | Jul 2015 | In Progress |
| | S | FM | Access Diversity Funds 2013-2015 | 225.0 | 367.5 | 142.5 | 63% | | 365.5 | 2.0 | 1% | Aug 2015 | Completed |
| | S | IA | Study Abroad | 225.0 | 225.0 | 0.0 | 0% | | 478.5 | -253.5 | -113% | Sep 2015 | Completed |
| | S | IA | Peard Dept Review, Global Studies | 45.0 | 45.0 | 0.0 | 0% | | 0.0 | 45.0 | 100% | Jul 2015 | Scheduled |
| | S | RS | Confucius Institute | 120.0 | 120.0 | 0.0 | 0% | | 244.0 | -124.0 | -103% | Sep 2015 | In Progress |
| | M | IS | MRA-Spring 2016 | 45.0 | 45.0 | 0.0 | 0% | | 0.0 | 45.0 | 100% | May 2016 | Scheduled |
| | C | IS | Consulting-General and Research | 150.0 | 187.5 | 37.5 | 25% | Fn 2 | 358.0 | -170.5 | -91% | Jul 2015 | In Progress |
| | C | IS | Consulting-Purchase of Police Vehicles | 0.0 | 75.0 | 75.0 | NA | | 21.5 | 53.5 | 71% | Feb 2016 | In Progress |
| | C | IS | MTSU-Project-FOCUS | 0.0 | 150.0 | 150.0 | NA | | 24.5 | 125.5 | 84% | Mar 2016 | In Progress |
| | P | IS | Internal Peer Review FY2016 | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Feb 2016 | Scheduled |
| | P | IS | Project-Electronic Work Papers | 150.0 | 150.0 | 0.0 | 0% | | 130.5 | 19.5 | 13% | Jul 2015 | In Progress |
| | A | FM | Property Management Contract Review 2013-2015 | 75.0 | 75.0 | 0.0 | 0% | | 77.0 | -2.0 | -3% | Jul 2015 | In Progress |
| 4.3 | A | RS | Research Services Procedural Review | 225.0 | 225.0 | 0.0 | 0% | | 0.0 | 225.0 | 100% | Mar 2016 | Scheduled |
| 4.2 | A | SS | Financial Aid Procedural Review | 225.0 | 150.0 | -75.0 | -33% | Fn 3 | 0.0 | 150.0 | 100% | Nov 2015 | Scheduled |
| 4.1 | A | IS | Emergency Preparedness FY2016 | 225.0 | 150.0 | -75.0 | -33% | Fn 3 | 0.0 | 150.0 | 100% | Dec 2015 | Scheduled |
| 3.9 | A | FM | Food Services Commissions FY2015 | 225.0 | 225.0 | 0.0 | 0% | | 0.0 | 225.0 | 100% | Jan 2016 | Scheduled |
| 3.8 | A | AT | Athletic Concessions Revenue FY2015-2016 | 225.0 | 37.5 | -187.5 | -83% | Fn 3 | 0.0 | 37.5 | 100% | Apr 2016 | Scheduled |
| 3.8 | A | IS | Blue Print Solutions FY2015 | 225.0 | 150.0 | -75.0 | -33% | Fn 3 | 0.0 | 150.0 | 100% | Mar 2016 | Scheduled |
| 3.7 | A | PP | Space Utilization Review of Risk Controls | 225.0 | 24.8 | -200.3 | -89% | Fn 3 | 0.0 | 24.8 | 100% | May 2016 | Scheduled |

Total Planned Audit Days: 4762.5 4824.8 62.3 3543.0 1281.8

Estimate Hours Available For Audits - 4815 (4 staff)

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

Fn 1 - Unplanned investigations was reduced to allocate time to new investigations and additional time to INV1506, which includes more detailed work than originally planned.

Fn 2 - The budget was originally for one review, however, work was expanded to include a second review.

Fn 3 - The budget was reduced to allocate audit time to unplanned investigations/projects and audit projects requiring more audit time.

**Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budgets (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|--|------|------|-----------------------------------|-------------------------------------|---------------|----------------|----------------------|------------------|-----------------|--------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Days | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by Conference | R | AT | NCAA Student Assistance Fund 2016 | 150.0 | 150.0 | 0.0 | 0% | | 149.0 | 1.0 | 1% | Aug 2015 | Completed |
| Required by State Audit | R | SS | CCTA 2016 | 165.0 | 165.0 | 0.0 | 0% | | 49.5 | 115.5 | 70% | Apr 2016 | In Progress |
| | F | FM | State Audit Follow Up | 225.0 | 187.5 | -37.5 | -17% | | 141.0 | 46.5 | 25% | Jan 2016 | Completed |
| | I | IS | Unplanned Investigations 2016 | 337.5 | 315.0 | -22.5 | -7% | Fn 1 | 165.0 | 150.0 | 48% | Jul 2015 | In Progress |
| | I | FM | TSU INV 15-06 | 0.0 | 187.5 | 187.5 | NA | | 100.0 | 87.5 | NA | Jul 2015 | In Progress |
| | S | FM | Access and Diversity 2016 | 150.0 | 150.0 | 0.0 | 0% | | 220.5 | -70.5 | -47% | Oct 2015 | Completed |
| | S | IA | Study Abroad 2016 | 187.5 | 101.3 | -86.3 | -46% | | 196.0 | -94.8 | -94% | Jan 2016 | In Progress |
| | M | IS | Management's Risk Assessment | 75.0 | 37.5 | -37.5 | -50% | | 6.0 | 31.5 | 84% | Jan 2016 | In Progress |
| | C | FM | General Consultation 2016 | 375.0 | 225.0 | -150.0 | -40% | | 183.0 | 42.0 | 19% | Jul 2015 | In Progress |
| | P | IS | Quality Assurance Review 2016 | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | NA | Feb 2016 | Scheduled |
| | P | IS | MKI | 75.0 | 37.5 | -37.5 | -50% | Fn 1 | 110.5 | -73.0 | -195% | Jul 2015 | In Progress |
| 5 | A | FM | Cash Counts 2016 | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Jun 2016 | Scheduled |
| 4.1 | A | IS | Evidence Room 2016 | 187.5 | 0.0 | -187.5 | -100% | Fn 1 | 0.0 | 0.0 | NA | Mar 2016 | Scheduled |
| 3.8 | A | SS | Special Project | 225.0 | 652.5 | 427.5 | 190% | Fn 1 | 681.0 | -28.5 | -4% | Sep 2015 | In Progress |
| Total Planned Audit Days: | | | | 2227.5 | 2283.8 | 56.3 | | | 2001.5 | 282.3 | | | |
| Estimate Hours Available For Audits = 1905 (2 staff) | | | | | | | | | | | | | |
| 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 | | | | | | | | | |
| O - Other | | | | RS - Research | | | | | | | | | |
| | | | | SS - Student Services | | | | | | | | | |
| Fn 1 - Various audit budgets were reduced to reflect the increase in time needed for the Special Project review. | | | | | | | | | | | | | |

**Tennessee Tech University
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audits | Current Year Budget (Hours) | | | | Budget to Actual | | | Est. Audit Start Date | Status | |
|-------------------------|------|------|--|-----------------------------|---------|-----------------|-------------------|------------------|-------|------------|-----------------------|------------|-------------|
| | | | | Original | Revised | Change in Hours | Change Percentage | Actual | Hours | Percentage | | | |
| Required by Conference | R | AT | Student Assistance Funds 2014-15 | 75.0 | 57.8 | -17.3 | -23% | | 57.0 | 0.8 | 1% | Aug 2015 | Completed |
| Required by State Audit | R | FM | Inventory Observations 6-30-16 | 0.0 | 105.8 | 105.8 | NA | Fn 1 | 20.5 | 85.3 | 81% | Apr 2016 | In Progress |
| Required by State Audit | R | FM | Inventory Observations 6-30-15 | 140.0 | 33.8 | -106.3 | -76% | Fn 1 | 33.5 | 0.3 | 1% | Jul 2015 | Completed |
| Required by State Audit | R | SS | CCTA Funding Formula 2015-16 | 150.0 | 112.5 | -37.5 | -25% | | 104.0 | 8.5 | 8% | Mar 2016 | Completed |
| | F | FM | Follow up to State Audit 2014-15 | 60.0 | 60.0 | 0.0 | 0% | | 30.9 | 29.1 | 49% | June 2016 | In Progress |
| | F | IS | Internal Audits Follow-ups 2015-16 | 50.0 | 65.3 | 15.2 | 30% | | 49.5 | 15.8 | 24% | Jul 2015 | In Progress |
| | I | IS | INV15-10 | 22.5 | 17.3 | -5.3 | -23% | | 17.0 | 0.3 | 1% | Sep 2015 | Completed |
| | I | IS | Unscheduled Investigations 2015-16 | 200.0 | 48.8 | -151.3 | -76% | Fn 4 | 0.0 | 48.8 | NA | Jul 2015 | Scheduled |
| | I | IA | INV1601 | 0.0 | 15.8 | 15.8 | NA | | 16.5 | -0.8 | -5% | Jul 2015 | Completed |
| | I | IA | INV1602 | 0.0 | 12.8 | 12.8 | NA | | 12.5 | 0.3 | 2% | Sep 2015 | Completed |
| | I | IA | INV1608 | 0.0 | 23.3 | 23.3 | NA | | 27.5 | -4.3 | -18% | Sep 2015 | Completed |
| | I | IA | INV1609 | 0.0 | 41.3 | 41.3 | NA | | 41.5 | -0.3 | -1% | Sep 2015 | Completed |
| | I | FM | INV1610 | 0.0 | 60.0 | 60.0 | NA | | 68.0 | -8.0 | -13% | Oct 2015 | Completed |
| | I | IS | INV1603 | 0.0 | 3.0 | 3.0 | NA | | 3.2 | -0.2 | -7% | Jul 2015 | Completed |
| | I | IS | INV1605 | 0.0 | 18.0 | 18.0 | NA | | 18.0 | 0.0 | 0% | Jul 2015 | Completed |
| | I | IS | INV1606 | 0.0 | 123.8 | 123.8 | NA | Fn 5 | 123.1 | 0.7 | 1% | Sep 2015 | Completed |
| | I | PP | INV1604 | 0.0 | 4.5 | 4.5 | NA | | 4.8 | -0.3 | -7% | Jul 2015 | Completed |
| | I | PP | INV1607 | 0.0 | 33.0 | 33.0 | NA | | 33.2 | -0.2 | -1% | Aug 2015 | Completed |
| | I | IA | INV1611 | 0.0 | 6.0 | 6.0 | NA | | 6.0 | 0.0 | 0% | Oct 2015 | Completed |
| | I | IA | INV1612 | 0.0 | 24.0 | 24.0 | NA | | 23.8 | 0.2 | 1% | Dec 2015 | Completed |
| | I | FM | INV1613 | 0.0 | 6.0 | 6.0 | NA | | 5.0 | 1.0 | 17% | Feb 2016 | Completed |
| | I | IT | INV1614 | 0.0 | 3.8 | 3.8 | NA | | 3.5 | 0.3 | 7% | April 2016 | Completed |
| | I | SS | INV1615 | 0.0 | 6.0 | 6.0 | NA | | 0.0 | 6.0 | 100% | May 2016 | Scheduled |
| | S | FM | Access and Diversity Funds 2015-16 | 150.0 | 249.8 | 99.8 | 67% | Fn 3 | 226.5 | 23.3 | 9% | Aug 2015 | Completed |
| | S | FM | Dining Charges Review 2015-16 | 200.0 | 200.3 | 0.2 | 0% | | 199.8 | 0.4 | 0% | Jul 2015 | Completed |
| | S | IA | Study Abroad 2015-16 | 150.0 | 187.5 | 37.5 | 25% | | 187.4 | 0.1 | 0% | Feb 2016 | Completed |
| | M | AD | Advancement Risk Assessment 2015-16 | 25.0 | 9.8 | -15.2 | -61% | | 9.5 | 0.3 | 3% | Jul 2015 | In Progress |
| | M | AX | Auxiliaries Risk Assessment 2015-16 | 25.0 | 11.3 | -13.7 | -55% | | 10.0 | 1.3 | 11% | Jul 2015 | In Progress |
| | M | IS | Enterprise-wide Risk Assessment 2015-16 | 35.0 | 35.3 | 0.2 | 1% | | 4.0 | 31.3 | 89% | Jul 2015 | In Progress |
| | M | IA | Instruction and Academic Support Risk Assess 2015-16 | 35.0 | 29.3 | -5.8 | -16% | | 25.5 | 3.8 | 13% | Jul 2015 | In Progress |
| | M | IT | Information Technology Risk Assessment 2015-16 | 25.0 | 24.8 | -0.2 | -1% | | 8.5 | 16.3 | 66% | Jul 2015 | In Progress |
| | C | IS | General Consultation 2016 | 50.0 | 120.0 | 70.0 | 140% | | 84.0 | 36.0 | 30% | Jul 2015 | In Progress |
| | P | RS | Sponsored Program Reviews 2015-16 | 200.0 | 150.0 | -50.0 | -25% | | 133.9 | 16.1 | 11% | Jul 2015 | In Progress |
| | P | IS | SELF-IA Self assessment 2015-16 | 100.0 | 99.8 | -0.2 | 0% | | 9.5 | 90.3 | 90% | Apr 2016 | In Progress |
| | P | FM | Procard Review 2015-16 | 350.0 | 705.0 | 355.0 | 101% | | 597.9 | 107.1 | 15% | Aug 2015 | In Progress |
| | P | IS | Clery Act Compliance | 0.0 | 75.0 | 75.0 | NA | | 0.0 | 75.0 | NA | May 2016 | Scheduled |
| 5 | A | IS | Minors on Campus 2014-15 | 250.0 | 577.5 | 327.5 | 131% | Fn 6 | 547.4 | 30.1 | 5% | Jul 2015 | In Progress |
| 5 | A | IT | PCI-DSS 2015 | 50.0 | 18.0 | -32.0 | -64% | | 32.0 | -14.0 | -78% | Jul 2015 | Completed |
| 3.7 | A | AD | Advancement 2015-16 | 250.0 | 0.0 | -250.0 | -100% | Fn 2 | 0.0 | 0.0 | NA | Feb 2016 | Removed |
| 3.6 | A | FM | Receipts 2015-16 | 250.0 | 0.0 | -250.0 | -100% | Fn 2 | 0.0 | 0.0 | NA | Mar 2016 | Removed |
| 3.4 | A | FM | Travel 2015-16 | 300.0 | 0.0 | -300.0 | -100% | Fn 2 | 0.0 | 0.0 | NA | Apr 2016 | Removed |

Total Planned Audit Days: 3142.6 3375.0 232.4 2774.9 600.1

Estimate Days Available For Audits = 430 (3 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| Audit Types: | Functional Areas: | Status: |
| R - Required | AD - Advancement | Scheduled |
| A - Risk-Based (Assessed) | AT - Athletics | In Progress |
| S - Special Request | AX - Auxiliary | Completed |
| - 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

- 1 - Only one Inventory Observation audit (6-30-15) was originally scheduled, and it included hours to be spent in spring 2015-16 on the next Inventory Observation audit (6-30-16), which won't be completed until 2016-17. The 6-30-16 audit has been added in this revision and some of the 6-30-15 audit days have been reassigned
- 2 - Travel, Receipts, and Advancement were removed because the Access and Diversity audit, Minors on Campus audit, and Investigations significantly exceeded their anticipated budgeted days.
- 3 - This audit required more fieldwork than anticipated.
- 4 - Unscheduled investigations are typically reduced at each revision by the actual number of hours spent on specific investigations. However, actual and anticipated hours for investigations already completed and in progress (53.8 days) significantly exceeded the original budget (26.7 days), and 2 months remain for additional unscheduled investigations.
- 5 - The number of hours for any particular investigation is never known. This investigation was very extensive.
- 6 - This audit is very extensive. In addition to a very detailed review of the policy itself, it has consisted of contacting representatives from 130 campus units, reviewing over 160 events, and conducting between 40 and 50 interviews and documentation reviews campus-wide for compliance with the Minors on Campus policy.

**University of Memphis
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|---------|------|------|---|-----------------------------|---------|-----------------|----------------------|------------------|-------|------------|----------------------------|-----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Hours | Percentage | | | |
| | R | FM | Risk Assessment-FY2016 | 82.5 | 39.8 | -42.8 | -52% | | 27.0 | 12.8 | 32% | Apr 2016 | In Progress |
| | R | FM | Cash Counts For State Auditors | 105.0 | 157.5 | 52.5 | 50% | | 137.0 | 20.5 | 13% | Jul 2015 | In Progress |
| | R | FM | Inventory Observation-FY15 Inventory | 30.0 | 15.0 | -15.0 | -50% | | 19.0 | -4.0 | -27% | Jul 2015 | Completed |
| | R | IT | NACHA Bank Audit-FY2016 | 120.0 | 279.8 | 159.8 | 133% | FN5 | 279.9 | -0.1 | 0% | Mar 2016 | In Progress |
| | R | SS | CCTA Audit-FY2016 | 150.0 | 150.0 | 0.0 | 0% | | 156.0 | -6.0 | -4% | Apr-16 | Completed |
| | R | FM | Inventory Observation for State Audit FY2016 | 127.5 | 49.5 | -78.0 | -61% | | 0.0 | 49.5 | 100% | Mar 2016 | In Progress |
| | C | IS | Board Transition Taskforce | 0.0 | 99.8 | 99.8 | NA | FN6 | 69.0 | 30.8 | 31% | Jan-16 | In Progress |
| | R | FM | Pcards | 375.0 | 420.0 | 45.0 | 12% | FN7 | 384.6 | 35.4 | 8% | Jul 2015 | In Progress |
| | F | AT | Athletics Comp Tickets-Follow-up | 97.5 | 37.5 | -60.0 | -62% | FN8 | 4.0 | 33.5 | 89% | May 2016 | Scheduled |
| | F | FM | Follow-up FY14 State Audit | 300.0 | 0.0 | -300.0 | -100% | FN9 | 0.0 | 0.0 | NA | Oct 2015 | Removed |
| | F | FM | Study Abroad-CF from FY15 | 202.5 | 52.5 | -150.0 | -74% | FN1 | 24.0 | 28.5 | 54% | Sept 2015 | Completed |
| | I | IS | Unscheduled Investigations-FY2016 | 405.0 | 24.8 | -380.3 | -94% | FN2 | 0.0 | 24.8 | 100% | Jul 2015 | Scheduled |
| | I | FM | INV16001 | 0.0 | 18.0 | 18.0 | NA | | 18.0 | 0.0 | 0% | Jul 2015 | Completed |
| | I | FM | INV16002 | 0.0 | 40.5 | 40.5 | NA | | 41.0 | -0.5 | -1% | Jul 2015 | Completed |
| | I | FM | INV16003 | 0.0 | 11.3 | 11.3 | NA | | 10.5 | 0.8 | 7% | Jul 2015 | Completed |
| | I | FM | INV16004 | 0.0 | 6.8 | 6.8 | NA | | 7.0 | -0.3 | -4% | Jul 2015 | Completed |
| | I | FM | INV16005 | 0.0 | 57.0 | 57.0 | NA | | 56.6 | 0.4 | 1% | Aug 2015 | Completed |
| | I | FM | INV16006 | 0.0 | 135.0 | 135.0 | NA | | 141.0 | -6.0 | -4% | Oct 2015 | Completed |
| | I | IS | INV16007 | 0.0 | 165.0 | 165.0 | NA | | 131.5 | 33.5 | 20% | Mar 2016 | In Progress |
| | I | FM | INV16008 | 0.0 | 150.0 | 150.0 | NA | | 0.0 | 150.0 | 100% | May 2016 | In Progress |
| | S | IS | UOM-Key Controls UOM Policy 1567 | 0.0 | 199.5 | 199.5 | NA | | 7.0 | 192.5 | 96% | Mar 2016 | In Progress |
| | S | FM | Diversity Audit | 300.0 | 450.0 | 150.0 | 50% | FN3 | 456.5 | -6.5 | -1% | Jul 2015 | Completed |
| | C | AT | Courtesy Cars-FY2016 | 247.5 | 219.8 | -27.8 | -11% | | 215.0 | 4.8 | 2% | Jan-16 | In Progress |
| | C | IS | General Consulting Management | 300.0 | 240.0 | -60.0 | -20% | | 210.0 | 30.0 | 13% | Jul 2015 | In Progress |
| | C | FM | Compliance - Inventory | 0.0 | 27.8 | 27.8 | NA | | 25.5 | 2.3 | 8% | Jul 2015 | Completed |
| | C | IT | IT Consulting-FY2016 | 247.5 | 285.0 | 37.5 | 15% | | 269.1 | 15.9 | 6% | Jul 2015 | In Progress |
| | C | IT | IT Security Controls | 247.5 | 450.0 | 202.5 | 82% | FN10 | 448.3 | 1.7 | 0% | Jul 2015 | Completed |
| | C | FM | Communication - Sciences School (Speech & Hearing Clinic) | 0.0 | 150.0 | 150.0 | NA | FN4 | 191.7 | -41.7 | -28% | Oct 2015 | Completed |
| | C | FM | Attorney Client Project | 0.0 | 52.5 | 52.5 | NA | FN11 | 52.3 | 0.3 | 0% | Jul 2015 | Completed |
| | C | FM | UOM-AttorneyClientProject-002-FY16 | 0.0 | 172.5 | 172.5 | NA | | 176.0 | -3.5 | -2% | Jan 2016 | Completed |
| | C | FM | UT QAR Team FY2016 | 0.0 | 57.0 | 57.0 | NA | | 55.0 | 2.0 | 4% | Jul 2015 | Completed |
| | P | IS | QAR Review-FY2016 | 82.5 | 82.5 | 0.0 | 0% | | 2.0 | 80.5 | 98% | Apr 2016 | In Progress |
| | P | IS | UOM-School of Hospitality Foundation Funds | 0.0 | 8.3 | 8.3 | NA | | 90.5 | -82.3 | -997% | Mar 2016 | Completed |
| 5 | A | AT | Athletics Comp Tickets-FY2016-Carryforward hours | 150.0 | 15.0 | -135.0 | -90% | FN1 | 32.0 | -17.0 | -113% | Jul 2015 | Completed |
| 5 | A | FM | Data Analytics | 300.0 | 349.5 | 49.5 | 17% | | 288.2 | 61.3 | 18% | Jul 2015 | In Progress |
| 5 | A | FM | Asset Verifications-FY2016 | 352.5 | 517.5 | 165.0 | 47% | FN12 | 509.7 | 7.8 | 2% | Jul 2015 | In Progress |
| 4 | A | RS | Grant Compliance BigData NIH Grant-FY2016 | 397.5 | 469.5 | 72.0 | 18% | | 466.0 | 3.5 | 1% | Jul 2015 | Completed |
| 3.2 | A | IT | Controls Sponsored Accounts-FY2016 | 247.5 | 0.0 | -247.5 | -100% | FN13 | 0.0 | 0.0 | NA | Jan 2016 | Removed |
| 3.1 | A | AT | Athletics Travel Expenses-FY2016 | 300.0 | 262.5 | -37.5 | -13% | | 172.8 | 89.8 | 34% | Feb-16 | In Progress |
| 2.4 | A | AX | Bookstore Controls-FY2016 | 247.5 | 300.0 | 52.5 | 21% | FN14 | 329.5 | -29.5 | -10% | Oct 2015 | In Progress |

Total Planned Audit Days: 5,415 6,218 803 5,503 715

Estimate Days Available For Audits - 798 (4 staff)

Audit Types:
R - Required
A - Risk-Based (Assessed)
S - Special Request
- Investigation
P - Project (Ongoing or Recurring)
M - Management's Risk Assessment
C - Consultation
F - Follow-up Review
O - Other

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 I
Removed

FN1 Had a small amount of carryforward hours into FY16. Was mostly performed in FY15 so adjusted to actual hours in FY16 to free up hours in the plan for other audits and projects.
FN2 Hours reduced as investigations occur and input into MKI to account for actual investigations in FY16 as they occur.
FN3 Audit took much longer than expected and also additional hours for TIP Program at Law School.
FN4 Consulting project (cost analysis of clinic) added per special request by Management.
FN5 Scope expanded to also include PCI compliance in this area per Management request.
FN6 Request from President & Legal Counsel pursuant to pending legislation regarding FOCUS Act. IA is advisory member.
FN7 Expanded scope of pcard continuous monitoring due to bank implementing a new pcard system plus a new employee in Procurement with oversight over pcards.
FN8 Planned hours added to Comp Ticket follow-up per additional work requested by new President and Development Office.
FN9 Follow-up occurred in FY15 per required date for follow-up. Hours were budgeted in case additional follow-up was needed in FY16. No additional hours were necessary in FY16.
FN10 Scope expanded due to request from ITS. IT Security Controls.
FN11 Additional hours due to extra work related to pending discussions by Management with outside entity, Speech & Hearing Clinic.
FN12 Additional hours added due to expanded scope visiting off-campus locations. Fixed Asset Verifications.
FN13 Project canceled and will be moved to FY17 per discussion with ITS Management. Hours allocated to other IT projects on the audit plan.
FN14 Hours added to expand scope to perform additional work regarding scholarship clause in the Bookstore contract.
FN15 Adjusted to add more hours and coverage for cash and less coverage for inventory per management request.
FN16 General consulting hours reduced to allocate hours to investigations and special request projects from Management.

**Chattanooga State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|---------------------------------|------------------------|---------------|-----------------|-------------------|------------------|-----------------|--------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percent | Actual | Remaining Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA | 187.50 | 187.50 | 0.00 | 0% | | 57.5 | 130.0 | 69% | Mar 2016 | In Progress |
| | F | IS | Follow up Reviews | 90.0 | 75.0 | -15.0 | -17% | | 46.5 | 28.5 | 38% | Jul 2015 | In Progress |
| | F | FM | State Audit Follow-up | 7.5 | 7.5 | 0.0 | 0% | | 3.8 | 3.8 | 50% | Jan 2016 | Completed |
| | I | IS | INV1502 | 22.5 | 42.0 | 19.5 | 87% | FN3 | 44.0 | -2.0 | -5% | Apr 2015 | Completed |
| | I | IS | INV1601 | 60.0 | 22.5 | -37.5 | -63% | FN4 | 20.0 | 2.5 | 11% | Oct 2015 | Completed |
| | I | IS | INV1602 | 0.0 | 60.0 | 60.0 | NA | FN4 | 56.5 | 3.5 | 6% | Nov 2015 | Completed |
| | I | IS | INV1603 | 0.0 | 45.0 | 45.0 | NA | FN4 | 41.8 | 3.3 | 7% | Nov 2015 | Completed |
| | I | IS | INV1604 | 0.0 | 37.5 | 37.5 | NA | FN4 | 35.8 | 1.8 | 5% | Nov 2015 | Completed |
| | I | FM | INV1605 | 0.0 | 56.3 | 56.3 | NA | FN4 | 6.0 | 50.3 | 89% | Apr 2016 | In Progress |
| | I | FM | INV1606 | 0.0 | 37.5 | 37.5 | NA | FN4 | 3.0 | 34.5 | 92% | Apr 2016 | In Progress |
| | I | IS | Assist TBR Investigations | 60.0 | 30.0 | -30.0 | -50% | FN4 | 21.0 | 9.0 | 30% | Jul 2015 | In Progress |
| | S | FM | Cash Counts | 22.5 | 52.5 | 30.0 | 133% | FN5 | 52.8 | -0.3 | 0% | Oct 2015 | Completed |
| | S | FM | Access & Diversity Funds | 60.0 | 120.0 | 60.0 | 100% | FN6 | 119.8 | 0.3 | 0% | Aug 2015 | Completed |
| | S | FM | Year End Procedures FYE 2016 | 11.3 | 7.5 | -3.8 | -33% | | 0.0 | 7.5 | 100% | Jun 2016 | In Progress |
| | S | FM | Year End Procedures FYE 2015 | 7.5 | 7.5 | 0.0 | 0% | | 7.5 | 0.0 | 0% | Jul 2015 | Completed |
| | S | IA | Volkswagon Academy | 82.5 | 102.8 | 20.3 | 25% | | 85.5 | 17.3 | 17% | May 2015 | In Progress |
| | S | IA | Study Abroad | 97.5 | 138.8 | 41.3 | 42% | FN7 | 137.8 | 1.0 | 1% | Aug 2015 | Completed |
| | S | IT | NACHA | 105.0 | 105.0 | 0.0 | 0% | | 39.8 | 65.3 | 62% | Mar 2016 | In Progress |
| | M | IS | Enterprise Risk Assessment | 37.5 | 37.5 | 0.0 | 0% | | 14.5 | 23.0 | 61% | May 2016 | In Progress |
| | C | IS | General Consultation | 90.0 | 97.5 | 7.5 | 8% | | 78.8 | 18.8 | 19% | Jul 2015 | In Progress |
| | P | IS | Quality Self Assessment | 37.5 | 30.0 | -7.5 | -20% | | 0.0 | 30.0 | 100% | May 2016 | Scheduled |
| | P | IS | Special Projects-Audit Software | 97.5 | 97.5 | 0.0 | 0% | | 81.8 | 15.8 | 16% | Jul 2015 | In Progress |
| 5 | A | IA | Adult Education | 97.5 | 22.5 | -75.0 | -77% | | 0.0 | 22.5 | 100% | Jun 2016 | Scheduled |
| 4 | A | IA | Human Resources | 210.0 | 0.0 | -210.0 | -100% | FN 2 | 0.0 | 0.0 | NA | Apr 2016 | Removed |
| 3.6 | A | FM | Payroll | 90.0 | 0.0 | -90.0 | -100% | FN 2 | 0.0 | 0.0 | NA | May 2016 | Removed |
| 3.6 | A | FM | Accounts Receivable | 97.5 | 84.8 | -12.8 | -13% | | 1.0 | 83.8 | 99% | Apr 2016 | In Progress |
| 3.4 | A | AT | Sports Clinic | 60.0 | 157.5 | 97.5 | 163% | FN1 | 151.0 | 6.5 | 4% | Aug 2015 | Completed |
| 3.4 | A | AX | Print Shop | 90.0 | 112.5 | 22.5 | 25% | | 109.0 | 3.5 | 3% | Nov 2015 | Completed |
| 3.3 | A | FM | Contracts | 120.0 | 0.0 | -120.0 | -100% | FN 2 | 0.0 | 0.0 | NA | Mar 2016 | Removed |
| 2.2 | S | SS | Enrollment Activity | 0.0 | 37.5 | 37.5 | NA | | 23.0 | 14.5 | 39% | Mar 2016 | In Progress |
| Total Planned Audit Days: | | | | 1841.3 | 1812.0 | -29.3 | | | 1237.8 | 574.3 | | | |

Estimate Hours Available For Audits = 1,815 (1 1/2 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

- FN 1 - First audit with new auditor and issues discovered required additional hours to complete.
- FN2 - Removed audits from plan to compensate for additional hours needed for new staff, other audit topics and investigations
- FN3 - Additional hours added for gathering of additional research and major report changes.
- FN4 - Investigations hours increased based on number and type of projects received. Total investigations hours divided amongst projects based on difficulty of topic.
- FN5 - Expanded locations tested using both available auditors.
- FN6 - Audit hours expanded for changes in scope of project and knowledge of campus activities.
- FN7 - Change in auditor assigned to project added increased supervision time and involvement during the audit.

**Cleveland State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|--|-----------------------------|--------------|-----------------|----------------------|------------------|-----------------|-------------|----------------------------|-----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by Statute | R | FM | PSCC-Presidential Expense Audit FYE 2015 | 112.5 | 112.5 | 0.0 | 0% | | 127.0 | -14.5 | -13% | Sep 2015 | Completed |
| Required by State Audit | R | IS | Year End 2015 | 15.0 | 15.0 | 0.0 | 0% | | 14.0 | 1.0 | 7% | Jul 2015 | Completed |
| Required by State Audit | R | IS | Year End 2016 | 7.5 | 7.5 | 0.0 | 0% | | 0.0 | 7.5 | 100% | Jun 2016 | In Progress |
| Required by State Audit | R | SS | CCTA Funding Formula | 150.0 | 60.0 | -90.0 | -60% | FN5 | 4.5 | 55.5 | 93% | Mar 2016 | In Progress |
| | F | IS | Title IV | 37.5 | 30.0 | -7.5 | -20% | | 11.5 | 18.5 | 62% | Nov 2015 | In Progress |
| | F | IS | State Audit Follow-up | 75.0 | 135.0 | 60.0 | 80% | FN4 | 106.0 | 29.0 | 21% | Nov 2015 | In Progress |
| | I | IS | Unscheduled Investigations | 37.5 | 0.0 | -37.5 | -100% | | 0.0 | 0.0 | NA | Jul 2015 | In Progress |
| | I | IS | INV201501 | 103.1 | 137.3 | 34.1 | 33% | | 189.0 | -51.8 | -38% | Aug 2015 | Completed |
| | S | FM | NACHA 2016 | 112.5 | 0.0 | -112.5 | -100% | | 0.0 | 0.0 | NA | NA | Removed |
| | S | FM | Access and Diversity Funds | 37.5 | 90.0 | 52.5 | 140% | FN 1 | 91.5 | -1.5 | -2% | Aug 2015 | Completed |
| | S | IA | Study Abroad | 37.5 | 67.5 | 30.0 | 80% | | 124.5 | -57.0 | -84% | Oct 2015 | Completed |
| | M | IA | IA Letter MRA 2016 | 30.0 | 15.0 | -15.0 | -50% | | 0.0 | 15.0 | 100% | Apr 2016 | In Progress |
| | M | IS | TCAT Athens-IA Letter MRA 2016 | 15.0 | 7.5 | -7.5 | -50% | | 11.0 | -3.5 | -47% | Jan 2016 | Complete |
| | C | IS | General Consultation-2016 | 37.5 | 37.5 | 0.0 | 0% | | 26.0 | 11.5 | 31% | Jul 2015 | In Progress |
| | P | IS | QAR-2016 | 37.5 | 30.0 | -7.5 | -20% | | 0.0 | 30.0 | 100% | Feb 2016 | In Progress |
| | P | IS | Automated Workpapers | 27.5 | 54.8 | 27.2 | 99% | | 42.0 | 12.8 | 23% | Aug 2015 | In Progress |
| 3.9 | A | FM | Purchasing 2015 | 150.0 | 0.0 | -150.0 | -100% | FN 3 | 0.0 | 0.0 | NA | June 2016 | In Progress |
| 3.8 | A | IT | User Access | 75.0 | 0.0 | -75.0 | -100% | FN 3 | 0.0 | 0.0 | NA | NA | Removed |
| Total Planned Audit Days: | | | | 1098.1 | 799.5 | -298.6 | | | 747.0 | 52.5 | | | |

Estimate Hours available for Audits = 1,130 (1 staff)

Audit Types:

- R - Required
- A - Risk-Based (Assessed)
- S - Special Request
- Investigation
- P - Project (Ongoing or Recurring)
- M - Management's Risk Assessment
- C - Consultation
- F - Follow-up Review
- O - Other

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 I
- Removed

FN 1 Audits required more time than originally estimated due to change in scope
 FN 2 Audit start date change time is split over current year and next year
 FN 3 Audit removed due additional needed for other audits.
 FN 4 Removed or changed due to illness
 FN 5 Did not take as long as anticipated

**Columbia State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|--|-----------------------------|--------------|-----------------|----------------------|------------------|-----------------|--------------|----------------------------|------------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA Funding Formula | 150.0 | 150.0 | 0.0 | 0% | | 108.5 | 41.5 | 28% | Nov 2015 | In Progress |
| Required by TBR | F | IT | Follow-up State Audit Finding | 15.0 | 15.0 | 0.0 | 0% | | 13.8 | 1.2 | 8% | Jan 2016 | In Progress |
| | I | FM | Unscheduled Investigation | 45.0 | 0.0 | -45.0 | -100% | FN 3 | 0.0 | 0.0 | NA | NA | Removed |
| | S | IA | Study Abroad | 150.0 | 165.0 | 15.0 | 10% | | 159.9 | 5.2 | 3% | Sep 2015 | In Progress |
| | S | FM | Access and Diversity | 150.0 | 150.0 | 0.0 | 0% | | 149.0 | 1.0 | 1% | Jul 2015 | Completed |
| | M | IS | Review Management's Risk Assessment_TCAT Pulaski | 7.5 | 7.5 | 0.0 | 0% | | 5.8 | 1.8 | 23% | Mar 2016 | In Progress |
| | M | IS | Review Management's Risk Assessment_TCAT Hohenwald | 7.5 | 7.5 | 0.0 | 0% | | 6.3 | 1.3 | 17% | Mar 2016 | In Progress |
| | M | IA | Review Management's Risk Assessment - Instruction and Academic Support | 15.0 | 0.0 | -15.0 | -100% | | 0.0 | 0.0 | NA | NA | Removed |
| | M | PP | Review Management's Risk Assessment - Physical Plant | 7.5 | 15.0 | 7.5 | 100% | | 3.5 | 11.5 | 77% | Feb 2016 | In Progress |
| | M | AX | Review Management's Risk Assessment - Auxiliary | 7.5 | 6.0 | -1.5 | -20% | | 1.0 | 5.0 | 83% | Feb 2016 | In Progress |
| | M | FM | Review Management's Risk Assessment - Financial Management | 15.0 | 9.8 | -5.3 | -35% | | 1.5 | 8.3 | 85% | Nov 2015 | In Progress |
| | C | IS | General Consulting Services | 22.5 | 30.0 | 7.5 | 33% | | 28.0 | 2.0 | 7% | Jul 2015 | In Progress |
| | C | IS | Consumer Information, Safety and Security | 0.0 | 0.0 | 0.0 | NA | FN 1 | 39.2 | -39.2 | NA | Aug 2015 | In Progress |
| | C | SS | Consumer Information Disclosures | 112.5 | 60.0 | -52.5 | -47% | FN 1, FN 2 | 15.8 | 44.2 | NA | NA | Removed |
| | C | SS | Process Review | 28.1 | 0.0 | -28.1 | -100% | FN 2 | 0.0 | 0.0 | NA | NA | Removed |
| | C | SS | Consumer Information , Student Right to Know | 0.0 | 0.0 | 0.0 | NA | FN 1, FN 2 | 3.0 | -3.0 | NA | NA | Removed |
| | C | SS | General Consulting Services | 22.5 | 37.5 | 15.0 | 67% | FN 2 | 36.3 | 1.3 | 3% | Jul 2015 | In Progress |
| | C | IA | Accessibility | 37.5 | 9.0 | -28.5 | -76% | FN 3 | 7.8 | 1.3 | 14% | Jul 2015 | In Progress |
| | C | IA | General Consulting Services | 7.5 | 7.5 | 0.0 | 0% | | 1.3 | 6.3 | 83% | Jul 2015 | In Progress |
| | C | IT | General Consulting Services | 7.5 | 7.5 | 0.0 | 0% | | 0.5 | 7.0 | 93% | Jul 2015 | In Progress |
| | C | PP | General Consulting Services | 15.0 | 7.5 | -7.5 | -50% | | 7.6 | 0.0 | -1% | Jul 2015 | In Progress |
| | C | AX | General Consulting Services | 7.5 | 0.0 | -7.5 | -100% | FN 2 | 0.0 | 0.0 | NA | NA | Removed |
| | C | AD | General Consulting Services | 22.5 | 60.0 | 37.5 | 167% | FN 4 | 56.2 | 3.9 | 6% | Jul 2015 | In Progress |
| | C | AT | General Consulting Services | 7.5 | 0.0 | -7.5 | -100% | FN 2 | 0.0 | 0.0 | NA | NA | Removed |
| | C | FM | General Consulting Services | 60.0 | 30.0 | -30.0 | -50% | FN 3 | 13.0 | 17.0 | 57% | Jul 2015 | In Progress |
| | P | IS | IIA Quality Assurance Self-assessment | 75.0 | 75.0 | 0.0 | 0% | | 2.5 | 72.5 | 97% | Feb 2016 | In Progress |
| | P | IS | Website Development | 112.5 | 75.0 | -37.5 | -33% | | 16.0 | 59.0 | 79% | Aug 2015 | In Progress |
| | P | IS | Electronic Work Papers | 20.6 | 42.0 | 21.4 | 104% | | 36.5 | 5.5 | 13% | May 2015 | In Progress |
| 4 | A | SS | Return To Title IV | 60.0 | 0.0 | -60.0 | -100% | FN 2 | 0.0 | 0.0 | NA | NA | Removed |
| 4 | A | SS | Federal Work-Study | 30.0 | 3.8 | -26.3 | -88% | FN 2 | 3.3 | 0.5 | 100% | NA | Removed |
| 3.4 | A | IA | Controls Review | 37.5 | 0.0 | -37.5 | -100% | FN 3 | 0.0 | 0.0 | NA | Mar 2016 | Scheduled |
| 3 | A | FM | Random Cash Counts | 45.0 | 15.0 | -30.0 | -67% | FN 3 | 1.8 | 13.3 | 88% | Nov '15, Apr '16 | In Progress |
| 3 | A | IT | Controls Review | 30.0 | 0.0 | -30.0 | -100% | | 0.0 | 0.0 | NA | Jan 2016 | Scheduled |
| 3 | A | FM | Audit Outcomes Status review | 0.0 | 7.5 | 7.5 | NA | | 6.3 | 1.3 | 17% | Mar-16 | Scheduled |
| 2.9 | A | IS | Controls Review | 22.5 | 0.0 | -22.5 | -100% | | 0.0 | 0.0 | NA | Mar 2016 | Scheduled |
| 2.9 | A | AD | Controls Review | 7.5 | 0.0 | -7.5 | -100% | | 0.0 | 0.0 | NA | Jan 2016 | Scheduled |
| 2.5 | A | AT | Athletic Travel | 18.8 | 0.0 | -18.8 | -100% | | 0.0 | 0.0 | NA | NA | Removed |
| Total Planned Audit Days: | | | | 1379.9 | 993.0 | -386.9 | | | 723.9 | 269.2 | | | |

Estimate Available Hours For Audits = 997.5 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

FN 1 Consumer Information Compliance Review was divided into three main focus areas.

FN 2 Removed in order to accommodate completion of ongoing audit and service engagements. Audits will re-evaluate for 2016-2017 audit plan.

FN 3 Adjusted to accommodate completion of ongoing audit and service engagements.

FN 4 Adjusted to accommodate requests for value added services.

**Dyersburg State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budgets (Hours) | | | | Budget vs. Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|--|------------------------------|---------------|-----------------|----------------------|-------------------|-----------------|--------------|----------------------------|-----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| | C | IS | General Consultation | 50.0 | 0.0 | -50.0 | -100% | FN 2 | 48.5 | -48.5 | NA | Jul 2015 | In Progress |
| | C | IS | LRC Reclassification | 0.0 | 30.0 | 30.0 | NA | | 36.5 | -6.5 | -22% | Jul 2015 | Completed |
| | C | IS | PII Review | 65.0 | 65.3 | 0.2 | 0% | | 27.0 | 38.3 | 59% | Jan 2015 | In Progress |
| | F | FM | Follow-up to State Audit | 25.0 | 34.5 | 9.5 | 38% | | 34.5 | 0.0 | 0% | Dec 2015 | Completed |
| | F | IS | Investigation 15-02 Follow-up | 0.0 | 9.8 | 9.8 | NA | | 3.5 | 6.3 | 64% | Nov 2015 | Completed |
| | I | IS | Unscheduled Investigations | 65.0 | 0.0 | -65.0 | -100% | Fn 1 | 0.0 | 0.0 | NA | Jul 2015 | In Progress |
| | I | IS | Investigation 16-03 | 0.0 | 7.5 | 7.5 | NA | | 12.0 | -4.5 | -60% | Nov 2015 | Completed |
| | I | IS | Investigation 16-02 | 0.0 | 9.0 | 9.0 | NA | | 8.5 | 0.5 | 6% | Aug 2015 | Completed |
| | I | IS | Investigation 15-02 | 10.0 | 9.8 | -0.2 | -2% | | 6.0 | 3.8 | 38% | Sept 2015 | Completed |
| | I | IS | Investigation 16-01 | 0.0 | 15.0 | 15.0 | NA | | 18.5 | -3.5 | -23% | Nov 2015 | In Progress |
| | I | IS | Investigation 15-01 | 10.0 | 37.5 | 27.5 | 276% | | 37.5 | 0.0 | 0% | Jul 2015 | Completed |
| | M | FM | Risk Assessment Financial Management | 60.0 | 60.0 | 0.0 | 0% | | 37.0 | 23.0 | 38% | Apr 2016 | In Progress |
| | M | IS | Risk Assessment Public Service | 50.0 | 50.3 | 0.2 | 0% | | 48.0 | 2.3 | 4% | Apr 2016 | In Progress |
| | M | SS | Risk Assessment Student Affairs | 60.0 | 50.3 | -9.8 | -16% | | 31.5 | 18.8 | 37% | Apr 2016 | In Progress |
| | P | IS | IIA Quality Assurance Self-Assessment | 50.0 | 50.3 | 0.2 | 0% | | 0.0 | 50.3 | 100% | Apr 2016 | Scheduled |
| Required by State Audit | R | FM | Year End Cash Counts & Bank Confirmations - 06302016 | 30.0 | 15.0 | -15.0 | -50% | | 0.0 | 15.0 | 100% | Jun 2016 | Scheduled |
| Required by State Audit | R | SS | CCTA Funding Formula | 140.0 | 140.3 | 0.2 | 0% | | 58.0 | 82.3 | 59% | Mar 2016 | In Progress |
| | S | FM | Faculty Sick Leave | 80.0 | 80.3 | 0.2 | 0% | | 0.0 | 80.3 | 100% | May 2016 | Scheduled |
| | S | FM | Study Abroad | 110.0 | 135.0 | 25.0 | 23% | | 126.5 | 8.5 | 6% | Dec 2015 | In Progress |
| | S | FM | Access and Diversity Funds | 110.0 | 150.0 | 40.0 | 36% | | 150.0 | 0.0 | 0% | Oct 2015 | Completed |
| | S | PP | Building Security/Key Control | 110.0 | 114.8 | 4.7 | 4% | | 115.5 | -0.8 | -1% | Oct 2015 | In Progress |
| | S | SS | Student Needs & Cash Concessions | 60.0 | 0.0 | -60.0 | -100% | | 0.0 | 0.0 | NA | Apr 2016 | Scheduled |
| | S | SS | Federal Work Study Program and FA Fraud | 100.0 | 112.5 | 12.5 | 13% | | 0.0 | 112.5 | 100% | Jun 2016 | Scheduled |
| Total Planned Audit Days: | | | | 1185.2 | 1176.8 | -8.4 | | | 799.0 | 377.8 | | | |

Estimate Available Hours For Audits = 1175 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| Audit Types: | Functional Areas: | Status: |
| R - Required | AD - Advancement | Scheduled |
| A - Risk-Based (Assessed) | AT - Athletics | In Progress |
| S - Special Request | AX - Auxiliary | Completed |
| - 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

FN 1 - The Unscheduled Investigations item is the pool of time allotted for various unknown investigations that may arise during the year. As investigations are performed, they are listed as a separate line item.
 FN-2 - This consultation was primarily review of the State IT Audit findings and TBR IT audit findings.

Jackson State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | | |
|---|------|------|---------------------------------------|-----------------------------|---------------|-----------------|----------------------|------------------|-----------------|--------------|----------------------------|-----------|-------------|--|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | | |
| Required by State Audit | R | SS | CCTA Funding Formula End of Term | 150.0 | 150.0 | 0.0 | 0% | | 109.5 | 40.5 | 27% | Mar 2016 | In progress | |
| Required by Statute | R | FM | VSCC President's Expense Audit | 150.0 | 172.5 | 22.5 | 15% | | 172.5 | 0.0 | 0% | Oct 2015 | Completed | |
| Required by State Audit | R | FM | Year-end Procedures | 22.5 | 15.0 | -7.5 | -33% | | 0.0 | 15.0 | 100% | Jun 2016 | Scheduled | |
| | F | FM | State Audit Follow up-09012015 | 90.0 | 90.0 | 0.0 | 0% | | 55.5 | 34.5 | 38% | Sep 2015 | Completed | |
| | F | IS | Emergency Preparedness Follow up | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | June 2016 | Scheduled | |
| | F | IT | Internal Audit Follow-up | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Apr 2016 | Scheduled | |
| | I | SS | INV1501 | 0.0 | 80.6 | 80.6 | 100% | Fn1 | 34.0 | 46.6 | 58% | June 2015 | Completed | |
| | S | FM | Access and Diversity Funds | 127.5 | 90.0 | -37.5 | -29% | | 105.0 | -15.0 | -17% | Aug 2015 | Completed | |
| | S | IA | Study Abroad | 127.5 | 187.5 | 60.0 | 47% | | 211.8 | -24.3 | -13% | Nov 2015 | In progress | |
| | M | IS | TCAT Risk Assessment | 37.5 | 52.5 | 15.0 | 40% | | 58.0 | -5.5 | -10% | Jan 2016 | In progress | |
| | M | AX | Risk Assessment-Auxiliary | 22.5 | 22.5 | 0.0 | 0% | | 0.0 | 22.5 | 100% | May 2016 | Scheduled | |
| | M | SS | Risk Assessment - Student Services | 30.0 | 30.0 | 0.0 | 0% | | 0.0 | 30.0 | 100% | May 2016 | Scheduled | |
| | C | IS | General Consultation | 187.5 | 75.0 | -112.5 | -60% | Fn 2 | 40.8 | 34.3 | 46% | Jul 2015 | In progress | |
| | P | IS | IIA Quality Assurance Self-Assessment | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Apr 2016 | Scheduled | |
| | S | FM | Payroll | 0.00 | 150.0 | 150.0 | NA | | 33.5 | 116.5 | NA | Mar 2016 | In progress | |
| Total Planned Audit Days: | | | | 1057.5 | 1228.1 | 170.6 | | | 820.5 | 407.6 | | | | |
| Estimate Available Audit Hours = 1095 (1 staff) | | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | |
| O - Other | | | RS - Research | | | | | | | | | | | |
| | | | SS - Student Services | | | | | | | | | | | |
| Fn 1 - This audit was inadvertently not included in previous audit plans. | | | | | | | | | | | | | | |
| Fn2 - This budget was reduced to allocate resources to other audits. | | | | | | | | | | | | | | |

Motlow State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|--|-----------------------------|---------------|-----------------|----------------------|------------------|-----------------|--------------|----------------------------|-----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by State Audit | R | FM | State Audit Assistance Year End | 15.0 | 15.0 | 0.0 | 0% | | 7.2 | 7.8 | 52% | May 2016 | In Progress |
| Required by State Audit | R | SS | CCTA Funding Formula (Fall 2015 Data) | 150.0 | 75.0 | -75.0 | -50% | FN2 | 0.0 | 75.0 | 100% | Mar 2016 | Scheduled |
| | F | IA | Workforce Development | 30.0 | 2.3 | -27.8 | -93% | FN2 | 2.5 | -0.3 | -11% | Oct 2015 | In Progress |
| | F | FM | State Audit | 30.0 | 110.3 | 80.3 | 268% | FN1 | 108.9 | 1.3 | 1% | Nov 2015 | In Progress |
| | F | IT | Information Technology | 40.0 | 22.5 | -17.5 | -44% | FN2 | 14.4 | 8.2 | 36% | Nov 2015 | In Progress |
| | F | IS | Financial Aid | 75.0 | 0.0 | -75.0 | -100% | FN2 | 0.0 | 0.0 | NA | Nov 2015 | Removed |
| | F | IS | Internal Audit Follow-ups | 25.0 | 0.8 | -24.2 | -97% | FN2 | 0.0 | 0.8 | 100% | Jul 2015 | Scheduled |
| | I | IS | Unscheduled Investigations | 50.0 | 0.0 | -50.0 | -100% | FN2 | 0.0 | 0.0 | NA | Sep 2015 | Removed |
| | I | IT | INV1601 | 0.0 | 195.0 | 195.0 | NA | FN2 | 166.3 | 28.8 | 15% | Aug 2015 | In Progress |
| | I | AT | INV1602 | 0.0 | 30.0 | 30.0 | NA | FN2 | 19.7 | 10.3 | 34% | Sep 2015 | In Progress |
| | I | AT | INV1604 | 0.0 | 185.3 | 185.3 | NA | FN2 | 166.5 | 18.8 | 10% | Jan-16 | In Progress |
| | I | IA | INV1603 | 0.0 | 45.0 | 45.0 | NA | FN2 | 27.5 | 17.5 | 39% | Oct-15 | In Progress |
| | C | AX | Auxiliary-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Sept 2015 | Removed |
| | S | IA | Study Abroad | 80.0 | 80.3 | 0.2 | 0% | | 5.7 | 74.6 | 93% | Jul 2015 | Scheduled |
| | S | FM | Access and Diversity Funds | 75.0 | 136.5 | 61.5 | 82% | FN1 | 117.0 | 19.5 | 14% | Jul 2015 | In Progress |
| | M | IS | MRA TCAT McMinnville | 25.0 | 21.0 | -4.0 | -16% | FN2 | 21.1 | -0.1 | 0% | Dec 2015 | In Progress |
| | M | IS | MRA TCAT Murfreesboro | 25.0 | 9.0 | -16.0 | -64% | FN2 | 9.2 | -0.2 | -2% | Dec 2015 | In Progress |
| | M | IS | MRA TCAT Shelbyville | 24.8 | 15.0 | -9.8 | -39% | FN2 | 15.0 | 0.0 | 0% | Dec 2015 | In Progress |
| | M | IT | MRA Information Technology | 34.9 | 17.3 | -17.7 | -51% | FN2 | 5.5 | 11.8 | 68% | Nov 2015 | Scheduled |
| | C | IA | MRA Instruction and Academic Support | 34.9 | 17.3 | -17.7 | -51% | FN2 | 0.0 | 17.3 | 100% | Nov 2015 | Scheduled |
| | C | FM | Financial Management-FY 2016 | 11.3 | 8.3 | -3.0 | -27% | FN2 | 27.0 | -18.8 | -227% | Jul 2015 | In Progress |
| | C | AT | Athletics-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Sep 2015 | Removed |
| | C | IS | Institutional Support-FY 2016 | 11.3 | 25.5 | 14.3 | 127% | FN2 | 0.0 | 25.5 | 100% | Oct 2015 | Scheduled |
| | C | IT | Information Technology-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Oct 2015 | Removed |
| | C | AD | Advancement-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Oct 2015 | Removed |
| | C | IA | Instruction and Academic Support-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Jul 2015 | Removed |
| | C | PP | Physical Plant-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.0 | 0.0 | NA | Oct 2015 | Removed |
| | C | SS | Student Services-FY 2016 | 11.3 | 0.0 | -11.3 | -100% | FN2 | 0.5 | -0.5 | NA | Oct 2015 | Removed |
| | P | IS | QAR Quality Assessment Review | 40.0 | 39.8 | -0.2 | -1% | | 0.0 | 39.8 | 100% | Feb 2016 | Scheduled |
| | S | SS | Tennessee Promise | 0.0 | 212.3 | 212.3 | NA | FN2 | 180.7 | 31.6 | 15% | Nov-15 | In Progress |
| 4.6 | A | FM | Payroll Audit | 145.9 | 9.0 | -136.9 | -94% | FN2 | 5.5 | 3.5 | NA | Jul 2015 | Removed |
| 4.3 | A | IS | Human Resources | 145.5 | 3.0 | -142.5 | -98% | FN1 | 6.5 | -3.5 | NA | Jul 2015 | Removed |
| 4.2 | A | SS | Admissions and Registration | 75.0 | 0.0 | -75.0 | -100% | FN2 | 0.0 | 0.0 | NA | Nov 2015 | Removed |
| Total Planned Audit Days: | | | | 1222.2 | 1275.0 | 52.8 | | | 906.6 | 368.4 | | | |

Estimate Available Audit Hours = 1,222 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| Audit Types: | Functional Areas: | Status: |
| R - Required | AD - Advancement | Scheduled |
| A - Risk-Based (Assessed) | AT - Athletics | In Progress |
| S - Special Request | AX - Auxiliary | Completed |
| - 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

FN 1: Due to the Access and Diversity audit and internal audit follow up to the findings from the State of Tennessee Audit for fiscal years 13 and 14 needing more resources than originally anticipated, time resources for other audits/engagements were reduced or audits were removed.

FN 2: Due to a number of unplanned investigations/reviews, time resources had to be allocated from unscheduled investigations and other planned audits/engagements as allegations were received.

| <p style="text-align: center;">Northeast State Community College Internal Audit Plan Fiscal Year Ended June 30, 2016 Revised April 2016</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------------------------------|-------------|-----------------------------------|-----------------------------|----------------|-----------------|----------------------|------------------|--------------|------------|----------------------------|-------------------|---------|--------------|------------------|-----------|---------------------------|----------------|-------------|---------------------|----------------|-----------|-------------------|---------------------------|---------|------------------------------------|-------------------------------------|--|----------------------------------|----------------------------|--|------------------|-----------------------------|--|----------------------|---------------------|--|-----------|---------------|--|--|-----------------------|--|
| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Hours | Percentage | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Required by State Audit | R | SS | CCTA Funding Formula | 150.00 | 150.00 | 0.00 | 0% | 131.5 | 18.5 | 12% | Mar 2016 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Required by State Audit | R | FM | State Audit Assistance-Yr End | 45.00 | 45.00 | 0.00 | 0% | 0.0 | 45.0 | 100% | May 2016 | Scheduled | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Required by Statute | R | FM | WSCC - President's Expenses Audit | 150.00 | 150.00 | 0.00 | 0% | 151.0 | -1.0 | -1% | Jul 2015 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | F | IS | Other Internal Audit Follow-Up | 37.50 | 37.50 | 0.00 | 0% | 34.0 | 3.5 | 9% | Jul 2015 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | S | IS | Special Requests and Projects | 52.50 | 52.50 | 0.00 | 0% | 52.5 | 0.0 | 0% | Jul 2015 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | S | FM | Travel Process Review | 202.50 | 202.50 | 0.00 | 0% | 144.0 | 58.5 | 29% | Jul 2015 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | S | FM | Access and Diversity Funds | 150.00 | 150.00 | 0.00 | 0% | 154.0 | -4.0 | -3% | Jul 2015 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | S | IA | Study Abroad | 52.50 | 52.50 | 0.00 | 0% | 61.0 | -8.5 | -16% | Sep 2015 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | M | FM | TCAT RISK Assessment | 22.50 | 22.50 | 0.00 | 0% | 22.5 | 0.0 | 0% | Jan 2016 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | M | FM | Risk Assessments-NeSCC | 52.50 | 52.50 | 0.00 | 0% | 39.0 | 13.5 | 26% | Oct 2015 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | C | IS | General Consultation | 52.50 | 52.50 | 0.00 | 0% | 43.0 | 9.5 | 18% | Jul 2015 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | P | IS | Electronic Workpapers Software | 52.50 | 52.50 | 0.00 | 0% | 50.5 | 2.0 | 4% | Jul 2015 | In Progress | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | P | IS | IIA Quality Assurance Self Study | 37.50 | 37.50 | 0.00 | 0% | 0.0 | 37.5 | 100% | Feb 2016 | Scheduled | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | A | IS | Human Resources | 51.00 | 51.00 | 0.00 | 0% | 0.0 | 51.0 | 100% | Jun 2016 | Scheduled | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Planned Audit Days: | | | | 1108.50 | 1108.50 | 0.00 | | 883.0 | 225.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Estimate Available Audit Hours = 1,095 (1 staff) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0"> <tr> <td>Audit Types:</td> <td>Functional Areas:</td> <td>Status:</td> </tr> <tr> <td>R - Required</td> <td>AD - Advancement</td> <td>Scheduled</td> </tr> <tr> <td>A - Risk-Based (Assessed)</td> <td>AT - Athletics</td> <td>In Progress</td> </tr> <tr> <td>S - Special Request</td> <td>AX - Auxiliary</td> <td>Completed</td> </tr> <tr> <td>I - Investigation</td> <td>FM - Financial Management</td> <td>Removed</td> </tr> <tr> <td>P - Project (Ongoing or Recurring)</td> <td>IA - Instruction & Academic Support</td> <td></td> </tr> <tr> <td>M - Management's Risk Assessment</td> <td>IS - Institutional Support</td> <td></td> </tr> <tr> <td>C - Consultation</td> <td>IT - Information Technology</td> <td></td> </tr> <tr> <td>F - Follow-up Review</td> <td>PP - Physical Plant</td> <td></td> </tr> <tr> <td>O - Other</td> <td>RS - Research</td> <td></td> </tr> <tr> <td></td> <td>SS - Student Services</td> <td></td> </tr> </table> | | | | | | | | | | | 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 | | O - Other | RS - Research | | | SS - Student Services | |
| 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 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| O - Other | RS - Research | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | SS - Student Services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**Pellissippi State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|-------------------------|------|------|---|-----------------------------|---------|-----------------|-------------------|------------------|-------|------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percent | Actual Hours | Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA Funding Formula | 225.0 | 97.50 | -127.5 | -57% | FN6 | 40.0 | 57.5 | 59% | Dec 2015 | In Progress |
| Required by TBR | F | FM | Internal Audit Follow Ups | 37.5 | 15.00 | -22.5 | -60% | | 1.5 | 13.5 | 90% | Jul 2015 | In Progress |
| | S | FM | NACHA | 75.0 | 75.00 | 0.0 | 0% | | 76.3 | -1.3 | -2% | Oct 2015 | Completed |
| | S | IA | Faculty Credentials | 105.0 | 105.00 | 0.0 | 0% | | 100.3 | 4.8 | 5% | Nov 2015 | Completed |
| | S | IA | International Education Review (TNCIS) | 60.0 | 127.50 | 67.5 | 113% | FN3 | 126.0 | 1.5 | 1% | Nov 2015 | Completed |
| | S | IS | Access and Diversity | 60.0 | 180.00 | 120.0 | 200% | FN1 | 174.0 | 6.0 | 3% | Jul 2015 | Completed |
| | M | IS | TCAT Knoxville Risk Assessment | 15.0 | 7.50 | -7.5 | -50% | | 9.0 | -1.5 | -20% | Jan 2016 | Completed |
| | M | IS | PSCC - Risk Assessment Institutional Support | 15.0 | 15.00 | 0.0 | 0% | | 16.5 | -1.5 | -10% | Jan 2016 | Completed |
| | M | IS | PSCC - Enterprise Wide Risk Assessment | 15.0 | 7.50 | -7.5 | -50% | | 0.0 | 7.5 | 100% | May 2016 | Scheduled |
| | M | IS | PSCC - Risk Assessment BCS | 15.0 | 7.50 | -7.5 | -50% | | 4.5 | 3.0 | 40% | Dec 2015 | Completed |
| | M | IT | PSCC - Risk Assessment Information Technology | 22.5 | 15.00 | -7.5 | -33% | | 10.5 | 4.5 | 30% | Apr 2016 | Completed |
| | M | SS | PSCC - Risk Assessment Financial Aid | 15.0 | 7.50 | -7.5 | -50% | | 3.5 | 4.0 | 53% | Oct 2015 | Completed |
| | C | IT | PSCC - IT Security Consulting, Etc. | 15.0 | 22.50 | 7.5 | 50% | | 20.8 | 1.8 | 8% | Jul 2015 | In Progress |
| | C | IS | Consulting/Special Request | 90.0 | 90.00 | 0.0 | 0% | | 66.0 | 24.0 | 27% | Jul 2015 | In Progress |
| | C | IA | Review of Compliance Assist | 60.0 | 52.50 | -7.5 | -13% | | 56.0 | -3.5 | -7% | Nov 2015 | Completed |
| | P | IS | Quality Assurance Review | 60.0 | 45.00 | -15.0 | -25% | | 0.0 | 45.0 | 100% | Jan 2016 | Scheduled |
| | P | FM | Review of RFP's & other purchasing issues | 37.5 | 22.50 | -15.0 | -40% | | 12.0 | 10.5 | 47% | Jul 2015 | In Progress |
| | P | FM | MKInsight Software | 60.0 | 67.50 | 7.5 | 13% | | 56.5 | 11.0 | 16% | Jul 2015 | In Progress |
| | P | IS | Review of French Exchange Program | 45.0 | 37.50 | -7.5 | -17% | | 36.5 | 1.0 | 3% | Apr 2016 | Completed |
| | P | IS | North Carolina QAR Project | 0.0 | 60.00 | 60.0 | NA | FN4 | 59.0 | 1.0 | 2% | Apr 2016 | Completed |
| | I | FM | PSCC 16-001 | 0.0 | 22.50 | 22.5 | NA | | 17.8 | 4.7 | 21% | Nov 2015 | Completed |
| 5 | A | AD | Foundation | 90.0 | 120.00 | 30.0 | 33% | FN5 | 121.8 | -1.8 | -1% | Jul 2015 | Completed |
| 3.5 | A | FM | Accounts Receivable | 120.0 | 0.00 | -120.0 | -100% | FN2 | 0.0 | 0.0 | NA | Mar 2016 | Removed |

Total Planned Audit Days: 1237.5 1237.5 0.0 1013.3 224.2
 Estimate Available Audit Hours = 1,207.5 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

FN1 - When this audit was initially planned the budget time was 8 days based upon an estimate of how long the central office thought it would take to complete the audit. The revised budget was determined based upon time spent on the audit already as well as the fact that several issues were noted during the course of the audit.

FN2 - Because of other project and the time spend on the access and diversity audit this audit was removed from the audit plan.

FN3 - Original budget was based upon me just assisting with TnCIS audit and revised budget included me actually auditing international travel by Pellissippi State students.

FN4 - These items relate to projects that were not originally requested prior to the beginning of fiscal year 15-16 but were requested during the year.

FN5 - The scope of the audit was expanded because of a request by management related to a particular issue.

FN6 - The scope of the audit was narrowed once the audit program was developed and distributed by the Board.

Roane State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status |
|---|------|------|---------------------------------|-----------------------------|--------------|-----------------|----------------------|------------------|--------------|------------|----------------------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Hours | Percentage | | |
| Required by State Audit | R | FM | Year End Cash Counts - 2016 | 7.5 | 7.5 | 0.0 | 0% | 0.0 | 7.5 | 100% | Jun 2016 | In Progress |
| Required by IIA | R | IS | Quality Assurance Review 2016 | 60.0 | 60.0 | 0.0 | 0% | 0.0 | 60.0 | 100% | April 2016 | In Progress |
| Required by State Audit | R | SS | RSCC CCTA 2016 | 75.0 | 75.0 | 0.0 | 0% | 18.3 | 56.8 | 76% | Mar 2016 | In Progress |
| | S | FM | Access and Diversity | 150.0 | 150.0 | 0.0 | 0% | 4.3 | 145.8 | 97% | Nov 2015 | In Progress |
| | I | FM | INV 1601 | 15.0 | 7.5 | -7.5 | -50% | 0.0 | 7.5 | 100% | Feb 2016 | In Progress |
| | I | FM | Unscheduled Investigations | 75.0 | 52.5 | -22.5 | -30% | 0.0 | 52.5 | 100% | Nov 2015 | Completed |
| | I | IS | INV 1602 | 37.5 | 60.0 | 22.5 | 60% | 69.5 | -9.5 | -16% | Feb 2016 | In Progress |
| | S | IA | Study Abroad | 150.0 | 150.0 | 0.0 | 0% | 80.3 | 69.7 | 46% | Dec 2015 | Completed |
| | M | IS | TCAT Oneida Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | 5.5 | 2.0 | 27% | Jan 2016 | Completed |
| | M | IS | TCAT Harriman Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | 4.5 | 3.0 | 40% | Jan 2016 | Completed |
| | M | IS | TCAT Crossville Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | 9.0 | -1.5 | -20% | Jan 2016 | Completed |
| | M | IS | TCAT Jacksboro Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | 7.0 | 0.5 | 7% | Jan 2016 | Completed |
| | M | IS | RSCC Risk Assessment | 75.0 | 75.0 | 0.0 | 0% | 6.0 | 69.0 | 92% | Dec 2015 | In Progress |
| | C | IS | General Consultation | 112.5 | 112.5 | 0.0 | 0% | 104.3 | 8.3 | 7% | Nov 2015 | In Progress |
| | P | IS | MKI Implementation | 60.0 | 60.0 | 0.0 | 0% | 55.0 | 5.0 | 8% | Nov 2015 | In Progress |
| Total Planned Audit Days: | | | | 847.5 | 840.0 | -7.5 | | 363.6 | 476.5 | | | |
| Estimate Available Audit Hours = 1,095 (1 staff) | | | | | | | | | | | | |
| Audit Types: | | | | | | | | | | | Status: | |
| R - Required | | | | | | | | | | | Scheduled | |
| A - Risk-Based (Assessed) | | | | | | | | | | | In Progress | |
| S - Special Request | | | | | | | | | | | Completed | |
| I - Investigation | | | | | | | | | | | Removed | |
| P - Project (Ongoing or Recurring) | | | | | | | | | | | | |
| M - Management's Risk Assessment | | | | | | | | | | | | |
| C - Consultation | | | | | | | | | | | | |
| F - Follow-up Review | | | | | | | | | | | | |
| O - Other | | | | | | | | | | | | |
| 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 | | | | | | | | | | | | |
| Note: The RSCC Interim Director of Internal Audit started November 1, 2015. | | | | | | | | | | | | |

**Southwest Tennessee Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised January 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|---|------|-------------------------------------|---------------------------------------|-----------------------------|---------------|-----------------|----------------------|------------------|-----------------|--------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA | 150.0 | 105.0 | -45.0 | -30% | | 83.50 | 21.50 | 20% | Jan 2016 | Scheduled |
| | F | FM | State Audit Follow Up | 75.0 | 75.0 | 0.0 | 0% | | 109.00 | -34.00 | -45% | Sep 2015 | Completed |
| | F | FM | Federal Audit Follow up | 52.5 | 52.5 | 0.0 | 0% | | 0.00 | 52.50 | 100% | Jan 2016 | Scheduled |
| | F | IS | Internal Audit Follow Up | 52.5 | 52.5 | 0.0 | 0% | | 42.50 | 10.00 | 19% | Jul 2015 | In Progress |
| | I | IS | Unscheduled Investigations | 97.5 | 165.0 | 67.5 | 69% | | 118.00 | 47.00 | 28% | Jul 2015 | In Progress |
| | S | FM | Cash Count | 30.0 | 30.0 | 0.0 | 0% | | 2.50 | 27.50 | 92% | Jul 2015 | In Progress |
| | S | FM | Access and Diversity Funds | 105.0 | 150.0 | 45.0 | 43% | Fn 1 | 246.00 | -96.00 | -64% | Jul 2015 | Completed |
| | S | FM | Federal Perkins Loan | 45.0 | 22.5 | -22.5 | -50% | | 13.50 | 9.00 | 40% | Jul 2015 | In Progress |
| | S | IA | Study Abroad | 150.0 | 150.0 | 0.0 | 0% | | 212.00 | -62.00 | -41% | Jul 2015 | In Progress |
| | M | IS | Risk Management-Institutional Support | 52.5 | 30.0 | -22.5 | -43% | Fn 2 | 0.00 | 30.00 | 100% | Oct 2015 | Scheduled |
| | M | IS | Risk Management TCAT | 15.0 | 15.0 | 0.0 | 0% | | 0.00 | 15.00 | 100% | Jun 2016 | Scheduled |
| | M | IT | Risk Management-Technology/Services | 52.5 | 52.5 | 0.0 | 0% | | 0.00 | 52.50 | 100% | May 2016 | Scheduled |
| | M | PP | Risk Management-Physical Plant | 52.5 | 30.0 | -22.5 | -43% | Fn 2 | 101.00 | -71.00 | -237% | Jul 2015 | Completed |
| | C | IS | General Consultation | 97.5 | 97.5 | 0.0 | 0% | | 157.00 | -59.50 | -61% | Jul 2015 | In Progress |
| | P | IS | Audit Software | 75.0 | 75.0 | 0.0 | 0% | | 40.00 | 35.00 | 47% | Jul 2015 | In Progress |
| | P | IS | IIA Quality Assurance Self-Assessment | 75.0 | 75.0 | 0.0 | 0% | | 0.00 | 75.00 | 100% | Feb 2016 | Scheduled |
| Total Planned Audit Days: | | | | 1177.5 | 1177.5 | 0.0 | | | 1125.00 | 52.50 | | | |
| Estimate Available Audit Days = 156 (1 staff) | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | |
| O - Other | | RS - Research | | | | | | | | | | | |
| | | SS - Student Services | | | | | | | | | | | |
| Fn 1 - This audit needed more time resources than originally anticipated. | | | | | | | | | | | | | |
| Fn 2 - This budget was reduced because time resources were allocated to the Study Abroad audit. | | | | | | | | | | | | | |

**Volunteer State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|----------------------------------|------|------|---|-----------------------------|---------------|-----------------|----------------------|------------------|--------------|--------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA Funding Formula | 150.0 | 30.0 | -120.0 | -80% | | 1.0 | 29.0 | 97% | Mar 2016 | In Progress |
| | F | FM | State Audit Follow-Up | 37.5 | 67.5 | 30.0 | 80% | | 67.5 | 0.0 | 0% | Nov 2015 | Completed |
| | F | IS | Follow-Up Activities | 37.5 | 37.5 | 0.0 | 0% | | 11.5 | 26.0 | 69% | Jul 2015 | In Progress |
| | I | IS | Unscheduled Investigations | 37.5 | 15.0 | -22.5 | -60% | | 0.0 | 15.0 | 100% | Jul 2015 | Scheduled |
| | I | IA | VSCC 16-01 | 0.0 | 112.5 | 112.5 | NA | | 51.5 | 61.0 | NA | Mar 2015 | In Progress |
| | S | AT | Athletic Work Study Program | 150.0 | 15.0 | -135.0 | -90% | | 7.5 | 7.5 | 50% | Jan 2016 | In Progress |
| | S | FM | Access and Diversity Funds | 150.0 | 300.0 | 150.0 | 100% | FN 1 | 322.5 | -22.5 | -8% | Jul 2015 | In Progress |
| | S | FM | State Audit Year-End Procedures | 15.0 | 15.0 | 0.0 | 0% | | 0.0 | 15.0 | 100% | Jun 2016 | Scheduled |
| | S | SS | Student Campus Activities | 150.0 | 75.0 | -75.0 | -50% | | 0.0 | 75.0 | 100% | Mar 2016 | Scheduled |
| | S | IA | Study Abroad | 150.0 | 277.5 | 127.5 | 85% | | 227.5 | 50.0 | 18% | Nov 2015 | In Progress |
| | M | IS | Management Risk Assessment | 75.0 | 75.0 | 0.0 | 0% | | 16.5 | 58.5 | 78% | May 2016 | In Progress |
| | M | IS | TCAT Hartsville Management Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | | 8.5 | -1.0 | -13% | Feb 2016 | In Progress |
| | M | IS | TCAT Livingston Management Risk Assessment | 7.5 | 7.5 | 0.0 | 0% | | 9.5 | -2.0 | -27% | Feb 2016 | In Progress |
| | C | IS | General Consultation | 112.5 | 112.5 | 0.0 | 0% | | 93.5 | 19.0 | 17% | Jul 2015 | In Progress |
| | P | IS | QAIP Self Assessment | 75.0 | 75.0 | 0.0 | 0% | | 0.0 | 75.0 | 100% | Feb 2016 | Scheduled |
| | P | IS | MKI Implementation | 75.0 | 52.5 | -22.5 | -30% | | 43.5 | 9.0 | 17% | Jul 2015 | In Progress |
| | S | IA | On-going audits (started before MKI implementation) | 37.5 | 15.0 | -22.5 | -60% | | 11.5 | 3.5 | 23% | Jul 2015 | Completed |
| Total Planned Audit Days: | | | | 1267.5 | 1290.0 | 22.5 | | | 872.0 | 418.0 | | | |

Estimate Available Audit Hours = 1132.5 (1 staff)

Audit Types:

- R - Required
- A - Risk-Based (Assessed)
- S - Special Request
- Investigation
- P - Project (Ongoing or Recurring)
- M - Management's Risk Assessment
- C - Consultation
- F - Follow-up Review
- O - Other

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 I
- Removed

FN 1: Access and Diversity Funds audit testwork took longer than anticipated. The Faculty and Staff Recruitment and Retention fund contains travel expenditures for several employees, and all travel payments were tested rather than sampled. Additionally, the criteria testwork for the Access and Diversity scholarship recipients was more detailed than expected.

**Walters State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status |
|----------------------------------|------|------|---|-----------------------------|---------------|-----------------|----------------------|------------------|--------------|------------|----------------------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Hours | Percentage | | |
| Required by State Audit | R | SS | CCTA Funding Formula - Institutional Data | 150.0 | 150.0 | 0.0 | 0.0% | 84.0 | 66.0 | 44.0% | Mar 2016 | In Progress |
| Required by State Audit | R | FM | Year End Procedures | 0.0 | 37.5 | 37.5 | NA | 20.5 | 17.0 | 45.3% | July 2015 | Completed |
| Required by Statute | R | FM | NeSCC President's Expenses | 112.5 | 112.5 | 0.0 | 0.0% | 98.0 | 14.5 | 12.9% | Sep 2015 | Completed |
| Required by Standards | R | IS | Quality Assessment Review | 37.5 | 37.5 | 0.0 | 0.0% | 0.0 | 37.5 | 100.0% | May 2016 | Scheduled |
| | I | IS | Unscheduled Investigations | 37.5 | 37.5 | 0.0 | 0.0% | 0.0 | 37.5 | 100.0% | Jul 2015 | Scheduled |
| | S | FM | NACHA Compliance Review | 75.0 | 150.0 | 75.0 | 100.0% | 109.5 | 40.5 | 27.0% | Dec 2015 | Completed |
| | S | SS | Access and Diversity Funds Grant Audit | 22.5 | 150.0 | 127.5 | 566.7% | Fn 1 149.5 | 0.5 | 0.3% | Aug 2015 | Completed |
| | S | SS | Study Abroad Program Audit | 15.0 | 180.0 | 165.0 | 1100.0% | Fn 1 146.5 | 33.5 | 18.6% | Nov 2015 | Completed |
| | S | FM | WSCC President's Expenses Audit | 15.0 | 15.0 | 0.0 | 0.0% | 0.0 | 15.0 | 100.0% | Oct 2015 | Completed |
| | C | IS | Institutional Support Consulting | 82.5 | 112.5 | 30.0 | 36.4% | 112.0 | 0.5 | 0.4% | Jul 2015 | In Progress |
| | M | AX | WSCC Auxiliary Risk Assessment | 15.0 | 15.0 | 0.0 | 0.0% | 0.0 | 15.0 | 100.0% | May 2016 | Scheduled |
| | M | IA | Community Education Risk Assessment | 15.0 | 15.0 | 0.0 | 0.0% | 0.0 | 15.0 | 100.0% | May 2016 | Scheduled |
| | M | IS | TCAT Morrristown Risk Assessment | 7.5 | 7.5 | 0.0 | 0.0% | 4.0 | 3.5 | 46.7% | Feb 2016 | Completed |
| | M | IS | WSCC Communications and Marketing Risk Assessment | 15.0 | 15.0 | 0.0 | 0.0% | 0.0 | 15.0 | 100.0% | May 2016 | Scheduled |
| | M | IS | WSCC Risk Assessment | 7.5 | 7.5 | 0.0 | 0.0% | 0.0 | 7.5 | 100.0% | May 2016 | Scheduled |
| | M | PP | Facilities Management Risk Assessment | 15.0 | 15.0 | 0.0 | 0.0% | 0.0 | 15.0 | 100.0% | May 2016 | Scheduled |
| | P | IS | MKinsight Audit Software | 150.0 | 150.0 | 0.0 | 0.0% | 142.5 | 7.5 | 5.0% | Jul 2015 | In Progress |
| 5.0 | A | FM | PCI-DSS | 60.0 | 0.0 | -60.0 | -100.0% | Fn 2 0.0 | 0.0 | NA | April 2016 | Removed |
| 5.0 | A | FM | Contracts Audit | 112.5 | 0.0 | -112.5 | -100.0% | Fn 2 0.0 | 0.0 | NA | Jan 2016 | Removed |
| 5.0 | A | IT | Cloud Computing Audit | 150.0 | 0.0 | -150.0 | -100.0% | Fn 2 0.0 | 0.0 | NA | Nov 2015 | Removed |
| 5.0 | A | IT | IT Governance | 30.0 | 30.0 | 0.0 | 0.0% | 0.0 | 30.0 | 100.0% | Mar 2016 | In Progress |
| 5.0 | A | FM | Accounts Receivable | 112.5 | 0.0 | -112.5 | -100.0% | Fn 2 0.0 | 0.0 | NA | Jan 2016 | Removed |
| Total Planned Audit Days: | | | | 1237.5 | 1237.5 | 0.0 | | 866.5 | 371.0 | | | |

Estimate Available Audit Days = 1,244 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

Fn 1 - This is the first time this area has been audited and is requiring more resources than anticipated.

Fn 2- These audits were removed from the schedule due to time resources allocated to other projects.

Tennessee Board of Regents - System Office
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Est. Audit Start Date | Status | |
|----------------------------------|------|------|--------------------------------------|-----------------------------|--------------|-----------------|----------------------|------------------|--------------|-------------|-----------------------|----------|-----------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual Hours | Hours | Percentage | | | |
| Required by State Audit | R | SS | CCTA Funding Formula - Prep | 112.5 | 11.0 | -101.5 | -920% | FN 2 | 11.0 | 0.0 | 100% | Oct 2015 | Completed |
| Required by TBR | F | FM | RSCC - Grant Follow up | 0.0 | 1.0 | 1.0 | 100% | FN 1 | 1.0 | 0.0 | 103% | Apr-16 | Completed |
| Required by IIA | R | IS | Periodic Internal Peer Reviews (QAR) | 187.5 | 6.5 | -181.0 | -2774% | FN 2 | 6.5 | 0.0 | 100% | Jan 2016 | Completed |
| Required by TBR | F | FM | Follow up Travel Claims | 37.5 | 6.0 | -31.5 | -525% | | 6.0 | 0.0 | 100% | Dec 2015 | Completed |
| Required by TBR | F | IS | TFLI Follow-up | 112.5 | 40.5 | -72.0 | -178% | FN 3 | 40.5 | 0.0 | 100% | Nov 2015 | Completed |
| | S | FM | TNCIS | 187.5 | 84.5 | -103.0 | -122% | | 84.5 | 0.0 | 100% | Nov 2015 | Completed |
| | M | IS | Management's Risk Assessment | 7.5 | 0.0 | -7.5 | NA | FN 6 | 0.0 | 0.0 | 0% | May 2016 | Removed |
| | C | FM | General Consultation | 150.0 | 38.5 | -111.5 | -290% | | 38.5 | 0.0 | 100% | Jul 2015 | Completed |
| | P | IS | Electronic Working Papers | 187.5 | 292.0 | 104.5 | 36% | FN 4 | 292.0 | 0.0 | 100% | Jul 2015 | Completed |
| 3.5 | A | PP | Capital Projects | 112.5 | 153.0 | 40.5 | 26% | FN 5 | 153.0 | 0.0 | 100% | Jun 2015 | Completed |
| | A | FM | TCAT Covington | 0.0 | 3.0 | 3.0 | 100% | | 3.0 | 0.0 | 100% | Jun 2015 | Completed |
| | A | FM | TCAT Harriman | 0.0 | 1.5 | 1.5 | 100% | | 1.5 | 0.0 | 100% | Apr 2015 | Completed |
| | A | FM | TCAT Hartsville | 0.0 | 2.5 | 2.5 | 100% | | 2.5 | 0.0 | 101% | Feb 2016 | Completed |
| | A | FM | TCAT Hohenwald | 0.0 | 4.5 | 4.5 | 100% | | 4.5 | 0.0 | 100% | Aug 2015 | Completed |
| | A | FM | TCAT Jacksboro | 0.0 | 2.5 | 2.5 | 100% | | 2.5 | 0.0 | 101% | Sep 2015 | Completed |
| | A | FM | TCAT Knoxville | 0.0 | 2.0 | 2.0 | 100% | | 2.0 | 0.0 | 99% | May 2015 | Completed |
| | A | FM | TCAT Livingston | 0.0 | 2.0 | 2.0 | 100% | | 2.0 | 0.0 | 99% | Jan 2016 | Completed |
| | A | FM | TCAT McMinnville | 0.0 | 0.8 | 0.8 | 100% | | 1.0 | -0.3 | 133% | Dec 2014 | Completed |
| | A | FM | TCAT Memphis | 0.0 | 1.5 | 1.5 | 100% | | 1.5 | 0.0 | 100% | Mar 2015 | Completed |
| | A | FM | TCAT Morristown | 0.0 | 2.5 | 2.5 | 100% | | 2.5 | 0.0 | 101% | Jul 2015 | Completed |
| | A | FM | TCAT Nashville | 0.0 | 1.5 | 1.5 | 100% | | 1.5 | 0.0 | 100% | Jun 2015 | Completed |
| | A | FM | TCAT Oneida | 0.0 | 2.5 | 2.5 | 100% | | 2.5 | 0.0 | 101% | May 2015 | Completed |
| | A | FM | TCAT Ripley | 0.0 | 3.5 | 3.5 | 100% | | 3.5 | 0.0 | 99% | Jun 2015 | Completed |
| | A | IT | GRC TTU | 0.0 | 3.0 | 3.0 | 100% | | 3.0 | 0.0 | 100% | Apr 2015 | Completed |
| | A | IT | GRC ChSCC | 0.0 | 10.0 | 10.0 | 100% | | 10.0 | 0.0 | 100% | Sep 2015 | Completed |
| | A | IT | GRC DSCC | 0.0 | 3.5 | 3.5 | 100% | | 3.5 | 0.0 | 99% | Mar 2015 | Completed |
| | A | IT | GRC MSCC | 0.0 | 6.0 | 6.0 | 100% | | 6.0 | 0.0 | 100% | Nov 2015 | Completed |
| | A | IT | GRC RODP | 0.0 | 14.5 | 14.5 | 100% | | 14.5 | 0.0 | 100% | Jul 2015 | Completed |
| | A | IT | GRC WSCC | 0.0 | 9.0 | 9.0 | 100% | | 9.0 | 0.0 | 100% | Jul 2015 | Completed |
| | I | IS | TFLI INV-16-0201 | 0.0 | 29.0 | 29.0 | 100% | | 29.0 | 0.0 | 100% | Sep 2015 | Completed |
| Total Planned Audit Days: | | | | 1095.0 | 738.2 | -356.8 | | | 738.5 | -0.3 | | | |

Estimate Available Audit Hours = 1,110 (1 staff)

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

Fn 1 - This audit was added because the Interim Audit Director at RSCC previously worked in the grants area, and cannot perform the follow up due to perceived independence issues.

Fn 2 - CoSCC internal auditor will be helping on this project, therefore hours for the SWIA were reduced.

Fn 3 - Budget reduced because there is less work anticipated with the audit than originally thought.

Fn 4 - Based on trend of time charged to this project, it appears more than the time resources will be needed.

Fn 5 - Budget increased because more time was needed to complete the audit objectives.

Fn 6 - Review removed to vacancy in this position as of April 1, 2016.

**Tennessee Board of Regents - Information Systems
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | Estimated Audit Start Date | Status | |
|--|------|------|-------------------------------------|-----------------------------|---------------|-----------------|----------------------|------------------|-----------------|------------|----------------------------|----------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| Required by Standards | R | IS | QA Self Assessment | 37.5 | 37.5 | 0.0 | 0.0 | | 0.0 | 37.5 | 100% | Jun 2016 | Scheduled |
| | F | IT | Follow-up on all SWIA IT Audits | 90.0 | 90.0 | 0.0 | 0.0 | | 45.5 | 44.5 | 49% | Jul 2015 | In Progress |
| | C | IT | General IT Consultation | 90.0 | 90.0 | 0.0 | 0.0 | | 42.5 | 47.5 | 53% | Jul 2015 | In Progress |
| | C | IT | Banner ODS Data Warehouse Project | 56.3 | 56.3 | 0.0 | 0.0 | | 20.0 | 36.3 | 64% | Jun 2016 | In Progress |
| 5 | A | IT | ETSU IT GCR - 032016 | 112.5 | 112.5 | 0.0 | 0.0 | | 0.0 | 112.5 | 100% | Jun 2016 | Scheduled |
| 5 | A | IT | UOM IT GCR - 052016 | 112.5 | 112.5 | 0.0 | 0.0 | Fn3 | 0.0 | 112.5 | 100% | Jun 2016 | Scheduled |
| 5 | A | IT | ChSCC IT GCR - 092015 | 112.5 | 112.5 | 0.0 | 0.0 | | 135.5 | -23.0 | -20% | Sep 2015 | Completed |
| 5 | A | IT | MSCC IT GCR - 10/2015 | 112.5 | 112.5 | 0.0 | 0.0 | | 156.5 | -44.0 | -39% | Nov 2015 | Completed |
| 5 | A | IT | NaSCC IT GCR - 012016 | 112.5 | 112.5 | 0.0 | 0.0 | | 110.5 | 2.0 | 2% | Mar 2016 | In Progress |
| 5 | A | IT | NeSCC IT GCR - 042016 | 112.5 | 112.5 | 0.0 | 0.0 | | 47.0 | 65.5 | 58% | May 2016 | In Progress |
| 5 | A | IT | VSCC ITGCR - 112015 | 112.5 | 112.5 | 0.0 | 0.0 | | 170.5 | -58.0 | -52% | Jan 2016 | In Progress |
| 5 | A | IT | OIR Data Center Contract - 022016 | 90.0 | 0.0 | -90.0 | -1.0 | Fn2 | 0.0 | 0.0 | 0% | Jun 2016 | Removed |
| 5 | A | IT | RODP IT General Controls Review | 90.0 | 142.5 | 52.5 | 0.6 | Fn 1 | 246.0 | -103.5 | -73% | Jul 2015 | Completed |
| 5 | A | IT | WSCC ITGCR - 072015 | 112.5 | 112.5 | 0.0 | 0.0 | | 194.5 | -82.0 | -73% | Jul 2015 | Completed |
| 5 | A | IT | TCAT IT Questionnaire | 75.0 | 112.5 | 37.5 | 0.5 | | 74.5 | 38.0 | 34% | Sep 2015 | In Progress |
| | | | | 1428.8 | 1428.8 | 0.0 | 0.0 | | 1243.0 | 185.8 | | | |
| Provision to complete prior period audits | | | | | | | | | | | | | |
| 5 | A | IT | MTSU IT GCR | 15.0 | 0.0 | -15.0 | -1.0 | | 0.0 | 0.0 | NA | | Completed |
| 5 | A | IT | TTU IT GCR | 22.5 | 0.0 | -22.5 | -1.0 | | 29.0 | 29.0 | NA | | Completed |
| 5 | A | IT | DSCC IT GCR | 22.5 | 0.0 | -22.5 | -1.0 | | 13.0 | 13.0 | NA | | Completed |
| 5 | A | IT | TBR - Information Security | 22.5 | 0.0 | -22.5 | -1.0 | | 0.0 | 0.0 | NA | | Completed |
| Total Planned Audit Days: | | | | 1511.3 | 1428.8 | | | | 1285.0 | | | | |
| Estimate Available Audit Hours = 1515 (1 staff) | | | | | | | | | | | | | |
| 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 | | | | | | | | | | |
| O - Other | | | RS - Research | | | | | | | | | | |
| | | | SS - Student Services | | | | | | | | | | |
| <p>FN 1 - The audit scope increased causing more resources to be used than originally anticipated.</p> <p>FN 2 - Audit postponed to be revised due to IT making assessment of need to remain at OIR Data Center.</p> <p>FN 3 - Last audit to begin due to work performed by UOM in-house IT Auditor.</p> | | | | | | | | | | | | | |

**Tennessee Board of Regents - TCATs
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | | Estimated Audit Start Date | Status |
|---------|------|------|---|-----------------------------|---------|-----------------|----------------------|------------------|-----------------|------------|-------|----------------------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual | Remaining Hours | Percentage | | | |
| | C | FM | General Consulting | 0.0 | 72.0 | 72.0 | NA | Fn 1 | 70.5 | 1.5 | 2% | Oct 2015 | In-Progress |
| | P | FM | Audit Program Development | 0.0 | 45.0 | 45.0 | NA | Fn 1 | 79.0 | -34.0 | -76% | Aug 2015 | In-Progress |
| | A | FM | Crump-IAR-Focused Review 14/15 | 0.0 | 6.0 | 6.0 | NA | Fn 1 | 7.0 | -1.0 | -17% | Mar 2014 | In-Progress |
| | A | FM | Covington-IAR-Focused Review - 14/15 | 25.0 | 37.5 | 12.5 | 50% | | 31.0 | 6.5 | 17% | Jun 2015 | Completed |
| | A | FM | Ripley-IAR-Focused Review-13-14 & 14-15 | 0.0 | 22.5 | 22.5 | NA | Fn 1 | 25.5 | -3.0 | -13% | Jun 2015 | Completed |
| | A | FM | Nashville-IAR-Focused Review-15 | 0.0 | 12.8 | 12.8 | NA | Fn 1 | 29.0 | -16.3 | -127% | May 2015 | Completed |
| | A | FM | Athens-IAR-Focused Review-15 | 0.0 | 36.0 | 36.0 | NA | Fn 1 | 12.0 | 24.0 | 67% | May 2015 | Completed |
| | A | FM | Harriman-IAR-Focused Review-15 | 0.0 | 15.0 | 15.0 | NA | Fn 1 | 34.5 | -19.5 | -130% | Apr 2016 | Completed |
| | A | FM | Hohenwald-IAR-Focused Review-15 | 75.0 | 15.0 | -60.0 | 0% | | 40.5 | -25.5 | -170% | Oct 2015 | Completed |
| | A | FM | Jacksboro-IAR-Focused Review-15 | 0.0 | 3.8 | 3.8 | NA | Fn 1 | 1.0 | 2.8 | 73% | Apr 2015 | Completed |
| | A | FM | Knoxville-IAR-Focused Review - 15 | 18.8 | 0.0 | -18.8 | -100% | | 31.0 | -31.0 | NA | May 2015 | Completed |
| | A | FM | McMinnville-IAR-Focused Review-15 | 0.0 | 4.5 | 4.5 | NA | Fn 1 | 9.5 | -5.0 | -111% | Feb 2015 | Completed |
| | A | FM | Memphis-IAR-Focused Review-15 | 0.0 | 24.8 | 24.8 | NA | Fn 1 | 33.0 | -8.3 | -33% | Mar 2015 | Completed |
| | A | FM | Morristown-IAR-Focused Review - 15 | 18.8 | 54.8 | 36.0 | 192% | | 29.0 | 25.8 | 47% | Jun 2015 | In-Progress |
| | A | FM | Newbern-IAR-Focused Review-15 | 15.0 | 12.0 | -3.0 | NA | | 14.5 | -2.5 | -21% | Feb 2015 | In-Progress |
| | A | FM | Oneida-IAR-Focused Review - 15 | 18.8 | 12.8 | -6.0 | -32% | | 26.5 | -13.8 | -108% | May 2015 | Completed |
| | A | FM | Pulaski-IAR-Focused Review-15 | 0.0 | 4.5 | 4.5 | NA | Fn 1 | 16.5 | -12.0 | -267% | Mar 2015 | Completed |
| | A | FM | Athens-IAR-Focused Review-16 | 37.5 | 0.0 | -37.5 | -100% | | 0.0 | 0.0 | NA | May 2016 | Scheduled |
| | A | FM | Chattanooga-IAR-Focused Review-16 | 75.0 | 30.0 | -45.0 | -60% | | 45.5 | -15.5 | -52% | Nov 2015 | In-Progress |
| | A | FM | Covington-IAR-Focused Review-16 | 37.5 | 67.5 | 30.0 | 80% | | 0.0 | 67.5 | 100% | Jun 2016 | Scheduled |
| | A | FM | Crossville-IAR-Focused Review-16 | 52.5 | 30.0 | -22.5 | -43% | | 34.5 | -4.5 | -15% | Oct 2015 | In-Progress |
| | A | FM | Crump-IAR-Focused Review-16 | 75.0 | 30.0 | -45.0 | -60% | | 37.5 | -7.5 | -25% | Nov 2015 | In-Progress |
| | A | FM | Elizabethhton-IAR-Focused Review-15/16 | 75.0 | 60.0 | -15.0 | -20% | | 34.0 | 26.0 | 43% | Dec 2015 | In-Progress |
| | A | FM | Dickson-IAR-Focused Review-16 | 37.5 | 42.8 | 5.3 | 14% | | 20.5 | 22.3 | 52% | Mar 2016 | In-Progress |
| | A | FM | Hartsville-IAR-Focused Review-16 | 45.0 | 26.3 | -18.8 | -42% | | 37.5 | -11.3 | -43% | Feb 2016 | In-Progress |
| | A | FM | Harriman-IAR-Focused Review-16 | 0.0 | 42.0 | 42.0 | NA | Fn 1 | 31.5 | 10.5 | 25% | Mar 2016 | In-Progress |
| | A | FM | Hohenwald-IAR-Focused Review-16 | 75.0 | 60.0 | -15.0 | -20% | | 0.0 | 60.0 | 100% | Aug 2015 | Scheduled |
| | A | FM | Jacksboro-IAR-Focused Review-16 | 37.5 | 47.3 | 9.8 | 26% | | 33.0 | 14.3 | 30% | Sep 2015 | In-Progress |
| | A | FM | Knoxville-IAR-Focused Review-16 | 37.5 | 60.0 | 22.5 | 60% | | 2.0 | 58.0 | 97% | May 2016 | In-Progress |
| | A | FM | Livingston-IAR-Focused Review-16 | 52.5 | 30.0 | -22.5 | -43% | | 37.0 | -7.0 | -23% | Jan 2016 | In-Progress |
| | A | FM | McKenzie-IAR-Focused Review-15/16 | 75.0 | 28.5 | -46.5 | -62% | | 18.0 | 10.5 | 37% | Aug 2015 | In-Progress |
| | A | FM | McMinnville-IAR-Focused Review-16 | 37.5 | 30.0 | -7.5 | -20% | | 37.0 | -7.0 | -23% | Feb 2016 | In-Progress |
| | A | FM | Memphis-IAR-Focused Review-16 | 45.0 | 50.3 | 5.3 | 12% | | 0.0 | 50.3 | 100% | Apr 2016 | Scheduled |
| | A | FM | Murfreesboro-IAR-Focused Review-16 | 37.5 | 36.0 | -1.5 | -4% | | 3.0 | 33.0 | 92% | Mar 2016 | In-Progress |
| | A | FM | Nashville-IAR-Focused Review-16 | 37.5 | 48.0 | 10.5 | 28% | | 33.0 | 15.0 | 31% | May 2016 | In-Progress |
| | A | FM | Newbern-IAR-Focused Review-16 | 37.5 | 30.0 | -7.5 | -20% | | 0.0 | 30.0 | 100% | Feb 2016 | Scheduled |
| | A | FM | Oneida-IAR-Focused Review-16 | 37.5 | 30.0 | -7.5 | -20% | | 38.5 | -8.5 | -28% | Mar 2016 | In-Progress |
| | A | FM | Paris-IAR-Focused Review-15/16 | 75.0 | 33.8 | -41.3 | -55% | | 19.5 | 14.3 | 42% | Sep 2015 | In-Progress |
| | A | FM | Pulaski-IAR-Focused Review-16 | 37.5 | 33.8 | -3.8 | -10% | | 1.0 | 32.8 | 97% | Jun 2016 | In-Progress |
| | A | FM | Ripley-IAR-Focused Review-16 | 37.5 | 67.5 | 30.0 | 80% | | 0.0 | 67.5 | 100% | Apr 2016 | Scheduled |
| | A | FM | Shelbyville-IAR-Focused-16 | 52.5 | 22.5 | -30.0 | -57% | | 0.0 | 22.5 | 100% | Nov 2015 | Scheduled |
| | A | FM | Whiteville-IAR-Focused Review-16 | 37.5 | 30.0 | -7.5 | -20% | | 1.5 | 28.5 | 95% | Jan 2016 | In-Progress |
| | A | FM | Jackson-IAR-Focused Review-16 | 37.5 | 30.0 | -7.5 | -20% | | 2.5 | 27.5 | 92% | May 2016 | In-Progress |
| | A | FM | Morristown-IAR-Focused Review-16 | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Jun 2016 | Scheduled |

Total Planned Audit Days: 1431.25 1412.25 -19.00 957.0 455.3

Estimate Hours Available For Audit = 1,365 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

Fn 1 After an analysis of time spent by audit, it was determined this audit was inadvertently omitted from previous plans. Therefore, it was added with this revision.

**Tennessee Board of Regent - Investigations
Internal Audit Plan
Fiscal Year Ended June 30, 2016
Revised April 2016**

| Ranking | Type | Area | Audit | Current Year Budget (Hours) | | | | Budget to Actual | | | | Est. Audit Start Date | Status |
|----------------------------------|------|------|-----------------------------------|-----------------------------|---------------|-----------------|----------------------|------------------|---------------|--------------|-------|-----------------------|-------------|
| | | | | Original | Revised | Change in Hours | Change in Percentage | Actual Hours | Hours | Percentage | | | |
| | C | IS | Consultation with Campus Auditors | 180.0 | 337.5 | 157.5 | 88% | | 308.0 | 29.5 | 9% | Jul 2015 | In Progress |
| | I | IS | Investigation Management | 180.0 | 225.0 | 45.0 | 25% | | 240.0 | -15.0 | -7% | Jul 2015 | In Progress |
| | I | FM | TBR 10-08 | 37.5 | 22.5 | -15.0 | -40% | | 0.0 | 22.5 | 100% | Jul 2015 | In Progress |
| | I | FM | TBR 12-04 | 37.5 | 22.5 | -15.0 | -40% | | 0.0 | 22.5 | 100% | Jul 2015 | In Progress |
| | I | FM | TBR 13-02 | 37.5 | 22.5 | -15.0 | -40% | | 0.0 | 22.5 | 100% | Jul 2015 | In Progress |
| | I | IS | TBR 14-03 | 15.0 | 7.5 | -7.5 | -50% | | 8.5 | -1.0 | -13% | Jul 2015 | Completed |
| | I | IA | TBR 14-04 | 37.5 | 37.5 | 0.0 | 0% | | 0.0 | 37.5 | 100% | Mar 2016 | Scheduled |
| | I | FM | TBR 14-15 | 0.0 | 7.5 | 7.5 | NA | FN 2 | 0.0 | 7.5 | 100% | May 2016 | Removed |
| | I | IS | TBR 14-20 | 7.5 | 15.0 | 7.5 | 100% | | 0.0 | 15.0 | NA | Jul 2015 | Completed |
| | I | FM | TBR 15-01 | 60.0 | 75.0 | 15.0 | 25% | | 76.0 | -1.0 | -1% | Jul 2015 | In Progress |
| | I | FM | TBR 15-03 | 37.5 | 22.5 | -15.0 | -40% | | 0.0 | 22.5 | 100% | Jul 2015 | In Progress |
| | I | FM | TBR 15-04 | 75.0 | 232.5 | 157.5 | 210% | | 226.5 | 6.0 | 3% | Jul 2015 | In Progress |
| | I | FM | TBR 15-05 | 0.0 | 7.5 | 7.5 | NA | | 0.0 | 7.5 | 100% | Jul 2015 | In Progress |
| | I | IS | TBR 15-07 | 0.0 | 7.5 | 7.5 | NA | FN 3 | 0.0 | 7.5 | 100% | Jul 2015 | In Progress |
| | I | IS | TBR 15-10 | 0.0 | 7.5 | 7.5 | NA | | 8.5 | -1.0 | -13% | Nov 2015 | Removed |
| | I | IS | TBR 16-01 | 60.0 | 22.5 | -37.5 | -63% | | 7.5 | 15.0 | 67% | Nov 2015 | In Progress |
| | I | IS | TBR 16-02 | 75.0 | 7.5 | -67.5 | -90% | | 2.5 | 5.0 | 67% | Oct 2015 | In Progress |
| | I | PP | TBR 16-03 | 0.0 | 3.8 | 3.8 | NA | | 0.0 | 3.8 | 100% | May 2016 | Scheduled |
| | I | IS | TBR 16-04 (FWAH 16-0115) | 0.0 | 7.5 | 7.5 | NA | | 4.0 | 3.5 | 47% | Aug 2015 | Completed |
| | I | AT | TBR 16-05 | 0.0 | 15.0 | 15.0 | NA | | 1.0 | 14.0 | 93% | Dec 2015 | In Progress |
| | I | IA | TBR 16-07 | 0.0 | 7.5 | 7.5 | NA | FN 3 | 7.0 | 0.5 | 7% | Oct 2015 | Removed |
| | I | IA | TBR 16-08 | 0.0 | 112.5 | 112.5 | NA | | 105.0 | 7.5 | 7% | Oct 2015 | In Progress |
| | I | SS | TBR 16-10 | 0.0 | 40.0 | 40.0 | NA | | 26.0 | 14.0 | 35% | Apr 2016 | In Progress |
| | I | FM | TBR 16-13 | 0.0 | 20.0 | 20.0 | NA | | 13.0 | 7.0 | 35% | Apr 2016 | In Progress |
| | I | IA | TBR 16-14 | 0.0 | 30.0 | 30.0 | NA | | 20.0 | 10.0 | 33% | Apr 2016 | In Progress |
| | I | IS | TBR 16-16 | 0.0 | 10.0 | 10.0 | NA | | 3.5 | 6.5 | 65% | Apr 2016 | Completed |
| | I | FM | TBR 16-17 | 0.0 | 20.0 | 20.0 | NA | | 11.0 | 9.0 | 45% | Apr 2016 | In Progress |
| | I | FM | TFLI FWAH 16-0201 | 0.0 | 15.0 | 15.0 | NA | | 31.0 | -16.0 | -107% | Oct 2015 | Completed |
| | I | FM | Unscheduled Investigations | 525.0 | 0.0 | -525.0 | -100% | FN 1 | 0.0 | 0.0 | NA | Jul 2015 | In Progress |
| Total Planned Audit Days: | | | | 1365.0 | 1361.3 | -3.8 | | | 1099.0 | 262.3 | | | |

Estimate Available Audit Hours = 1,380 (1 staff)

| | | |
|------------------------------------|-------------------------------------|-------------|
| 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 | |
| O - Other | RS - Research | |
| | SS - Student Services | |

FN 1 - The budgeted time for unscheduled investigations is reduced as actual cases are opened.

FN 2 - Incorporated into President's Expense Audit.

FN 3 - Referred to STCC IA.

Attachment B

Review of Comptroller's Office Audit Reports

Tennessee Board of Regents
Audit Committee
June 23, 2016
Review of Comptroller's Office Audit Reports
Financial and Compliance Audits—No Findings Reported

| Institution | For the Year Ended | Auditor's Opinion on Financial Statements | Report on Internal Control | Report on Compliance | Findings |
|---------------------------------|---------------------------|--|-----------------------------------|---|-----------------|
| East Tennessee State University | June 30, 2015 | Unmodified Opinion | No findings | No instances of noncompliance required to be reported | 0 |

Attachment C
Review of Internal Audit Reports

The following internal audit reports were completed by the system office and institutional internal audit staff during the quarter.

Internal Audit Reports for Review with the Audit Committee

| | |
|-------|-----------------------|
| APSU | CCTA Outcome Measures |
| ETSU | CCTA Outcome Measures |
| MTSU | CCTA Outcome Measures |
| TSU | CCTA Outcome Measures |
| TTU | CCTA Outcome Measures |
| UOM | CCTA Outcome Measures |
| CoSCC | CCTA Outcome Measures |
| DSCC | CCTA Outcome Measures |
| JSCC | CCTA Outcome Measures |
| NeSCC | CCTA Outcome Measures |
| PSCC | CCTA Outcome Measures |
| STCC | CCTA Outcome Measures |
| WSCC | CCTA Outcome Measures |

Internal Audit Reports for Informational Purposes

| | |
|-------|------------------------------------|
| TSU | Off-Campus International Education |
| UoM | Bookstore Operations |
| ChSCC | Print Shop |
| VSCC | Off-Campus International Education |

Internal Audit Follow-up Reports for Informational Purposes

| | |
|------|---|
| ETSU | Follow-Up to Facilities Custodial – VA Campus |
| MSCC | Follow-Up to State Audit FYE 2014-2015 |
| RSCC | Follow-Up to Off-Campus International Education |

TCAT Focused Reviews of Operations for Informational Purposes

| | |
|-------------|------------------------------|
| Chattanooga | Focused Review of Operations |
| Crossville | Focused Review of Operations |
| Harriman | Focused Review of Operations |
| Hartsville | Focused Review of Operations |
| Nashville | Focused Review of Operations |
| Oneida | Focused Review of Operations |
| Ripley | Focused Review of Operations |

Information Technology Audit Reports for Informational Purposes

| | |
|-------|--|
| UoM | NACHA – Web Transactions Data Security |
| ChSCC | IT General Controls Review |
| MSCC | IT General Controls Review |

VSCC

IT General Controls Review

Investigation Reports for Informational Purposes

ETSU Behavioral Health and Wellness

ETSU Computing and Hiring Practices

TTU Cattle Missing from Oakley Farm

ChSCC Hiring of Director, Proposal & Project Development

WSCC Review of a Curriculum Vitae Allegation

Tennessee Board of Regents

DATE: June 24, 2016

SUBJECT: Report of the Regents Award for Excellence in Philanthropy

PRESENTER: Regent Fran Marcum

ACTION REQUIRED: Information Purposes Only

STAFF RECOMMENDATION: Not Applicable

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.

Mr. Wayne Ard accepted the prestigious Regents Award for Excellence in Philanthropy on behalf of Austin Peay State University April 26, 2016.

In the photo below from left to right are: Austin Peay State University President Alisa White, Wayne Ard and Former Austin Peay State University President Oscar Page.



Tennessee Board of Regents

DATE: June 24, 2016

SUBJECT: Report of the Regents Award for Excellence in Philanthropy

PRESENTER: Regent Fran Marcum

ACTION REQUIRED: Information Purposes Only

STAFF RECOMMENDATION: Not Applicable

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.

Mr. Ryan Broyles and Ms. Kelly Rhea accepted the prestigious Regents Award for Excellence in Philanthropy on behalf of East Tennessee State University May 18, 2016.

In the photo below from left to right are: East Tennessee State University President Brian Noland, Ryan Broyles and Kelly Rhea.





TENNESSEE BOARD OF REGENTS

MEETING: Special Called Board Meeting

SUBJECT: Review and Approve the Criteria for the Chancellor of the Tennessee Board of Regents

DATE: June 24, 2016

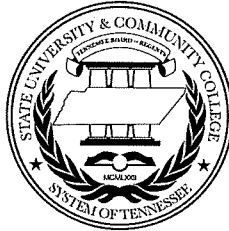
PRESENTER: Vice Chair Emily Reynolds

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The Board will be asked to review and approve the proposed criteria for the Chancellor of the Tennessee Board of Regents.



TENNESSEE BOARD OF REGENTS

MEETING: Special Called Board Meeting

SUBJECT: Review and Approve the Criteria for the President at Jackson State Community College

DATE: June 24, 2016

PRESENTER: Chancellor David B. Gregory

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The Board will be asked to review and approve the proposed criteria for the president at Walters State Community College. A copy of the proposed criteria is included for your review.

President
Jackson State Community College

The Tennessee Board of Regents, the State University and Community College System, of Tennessee invites applications and nominations for the position of president of Jackson State Community College (JSCC). JSCC is a member of Tennessee's Community Colleges, the community college system of the Tennessee Board of Regents. The president is the chief executive officer of the college and reports to the Tennessee Board of Regents through the chancellor.

JSCC is a comprehensive, two-year postsecondary institution located in Jackson, Tennessee. As an Achieving the Dream college committed to student success, JSCC meets the educational needs of the people it serves in 14 counties in West Tennessee, enrolling over 4,800 credit students and over 500 non-credit students. The college employs approximately 230 full-time employees, including 82 full-time faculty members, and operates on a budget of \$40 million.

JSCC awards Associate of Arts (AA), Associate of Science (AS), Associate of Science in Teaching (AST), Associate of Applied Science (AAS) degrees, as well as technical and institutional certificates. JSCC provides roughly 25 academic programs of study. Currently, 22% of JSCC students are underrepresented minorities, 54% percent of all students are enrolled in career preparation programs, and 46% are in programs intended for transfer. About 44% of JSCC students are enrolled full-time, and students aged 25 or older represent 18% of the population. During Fall semester 2015, 31% of the students were dual enrollment students.

In addition to the main campus located in Jackson, JSCC delivers programming at campuses in Humboldt, Lexington, Savannah, and selected teaching sites throughout the college's area of responsibility.

Additional information may be found on the College's website: <http://www.jsc.edu>

Preferred criteria for selection include but are not limited to the following (An extraordinary business or government profile will also be seriously considered):

- Qualifications and experience
 - An earned doctorate from an accredited institution;
 - A distinguished record of teaching and experience in public higher education;
 - A minimum of five years of successful campus administrative experience at a level with significant decision-making responsibilities affecting an entire campus or as head of a major academic or administrative unit in an academic environment;
 - A distinguished record of extensive senior level administrative experience in a complex business, industry, or government enterprise.

Expected criteria for selection include:

- A demonstrated commitment to serving students, faculty and staff
 - An understanding and commitment to the community college philosophy and mission;

- An understanding of and commitment to the principles of academic freedom, tenure, and shared governance;
 - An understanding of and commitment to the use of technology to enhance the teaching/learning process;
 - A commitment to attracting traditional and non-traditional students into transfer programs as well as workforce programs (AAS/certificates/diplomas) and promoting approaches to enhance their opportunities for success;
 - An understanding of and commitment to enhancing student success through focused efforts on retention, persistence and completion, and embracing Achieving the Dream college efforts;
 - A demonstrated commitment to diversity and inclusion as core values that enhance the education process and contribute to student success;
 - A demonstrated commitment to affirmative action and equal opportunity;
 - A demonstrated strength in human relations, strong communication skills, and a demonstrated commitment to building an effective working relationship with all constituent groups.
- A demonstrated understanding of planning, financial management, legal environment, budgeting, and organizational skills, including
 - An understanding of outcomes-based funding principles and the impact on budgeting and planning;
 - A demonstrated background with and understanding of and commitment to private fundraising.
 - An understanding of the needs and concerns of the public and private constituencies of the college, as well as the college community, including students, faculty and staff, alumni and other college supporters.
 - A demonstrated commitment to the principles of collaboration and innovation in order to address the local, regional, and state-wide education and workforce need.
 - An expressed commitment to collaboration with other state institutions to meet the state's workforce and post-secondary education needs with a focus on student success.

The Tennessee Board of Regents is committed to building and sustaining an inclusive and diverse educational environment and encourages applications from interested candidates who can contribute to, promote, and enhance this effort.

The State University and Community College System of Tennessee is an Equal Opportunity/Affirmative Action Employer. Under state law, applicants may request that their application and related materials be confidential and not open for public inspection until such time the candidate is selected as a finalist for the position. The Tennessee Open Meetings Act requires meetings of the Board of Regents to be open to the public.

Initial screening of applicants will begin _____ and it is anticipated that a President will be selected by _____.

Applications and letters of nomination should be submitted to:

Jan Greenwood or Betty Turner Asher, Partners
Greenwood/Asher & Associates, Inc.
42 Business Centre Drive, Suite 206
Miramar Beach, Florida 32550
Phone: 850-650-2277 / Fax: 850-650-2272
Email: jangreenwood@greenwoodsearch.com
Email: bettyasher@greenwoodsearch.com

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

JUNE 23, 2016

The Committee on Finance and Business Operations met in regular session on June 23, 2016, on the campus of Northeast 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 12 and May 11, 2016, 2) recommended revisions to Policy 4:01:01:20 – Debt Management and 3) Dyersburg State Community College request to waive out of state tuition for residents of New Madrid County in Missouri. A motion was made by Regent Griscom and seconded by Regent Thomas 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 June 7, 2016, special called meeting of the Committee regarding

maintenance fees and tuition which would become effective Fall 2016. After discussion, a motion was made by Regent Griscom and seconded by Regent Thomas to approve the minutes. The minutes were approved unanimously by roll call vote and are attached to the official Board minutes.

Before approval of the June 7, 2016, special called meeting of the Committee Chair Duckett called on Vice Chancellor Sims to provide information regarding a dual enrollment student rate for 2016-17 that was inadvertently omitted from the June 7 Committee meeting. After discussion, a motion was made by Regent Griscom and seconded by Regent Thomas to approve the dual enrollment student rate and the motion carried by roll call vote.

The final item on the agenda was review of the estimated 2015-16 and the proposed 2016-17 operating budgets for the System. A motion was made by Regent Freeman and seconded by Regent Thomas to approve the 2015-16 and 2016-17 budgets. The Committee unanimously approved the budgets which total \$3.02 billion and \$2.99

billion respectively. A copy of the System budget for 2016-2017 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 23, 2016

The Committee on Personnel and Compensation met at Northeast State Community College on June 23, 2016.

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

- a) President Emeritus Contracts;
- b) Tenure and Promotion Recommendations at the Universities and Community Colleges – A total of 159 faculty members were recommended for tenure. Of that number, 87 (54.7 %) are university faculty and 72 (45.3%) are community college faculty. A total of 312 faculty members were recommended for promotion. Of that number, 172 are university faculty and 140 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 40 faculty members were recommended for promotion representing 7.6% of the TCAT instructional staff;

- d) Review and Approval of Faculty Promotion Increases – A total of 312 faculty members are recommended for promotion at the universities and community colleges. At the TCATs 40 faculty members are recommended for promotion. All promotional increases are in accordance with each institution's compensation plan and all recommendations are eligible for promotion;
- e) Recommended Revisions to the TBR Policy 5:02:02:10 – Faculty Rank and Promotion at TCATs – The changes include: increasing the promotion data review from one year to three-year average; increasing the average for completion to 70% and placement to 80%; and adding one additional rank of Master Instructor II.

Regent Thomas made a motion to accept the items presented under the consent agenda. Regent Varlan provided a second. A roll call vote was taken and the motion was passed.

As the second item on the agenda, the Committee considered for approval the institutional requests for new or amended compensation plans submitted by Austin Peay State University, East Tennessee State University, Middle Tennessee State University, Tennessee Tech University, and Volunteer State Community College. Regent Thomas made a motion to accept the compensation plans as presented. Regent Smith provided a second. A roll call vote was taken and the motion was passed.

As the third and final 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. While there wasn't funding in the state appropriations specifically designated for salary

increases for higher education, the outcome funding exceeded the Tennessee Higher Education Commission's recommendation. It is proposed that the "excess" be used to partially fund a 1.0% salary pool at each institution and give all of the institutions the flexibility to supplement that funding from local sources to provide additional salary increases or address personnel needs. The proposed strategies are: compensation plan, cost of living adjustment and faculty promotions, one-time payment, funding additional positions. Institutions would be authorized to provide salary adjustments consistent with those mentioned above using uncommitted local funds. Each institution will provide a summary of the planned implementation to be acted upon at the September Board Meeting.

Regent Marcum made a motion to accept the system compensation strategies as presented. Regent Smith provided a second. A roll call vote was taken and the motion was passed.

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

Respectfully submitted,
Committee on Personnel and Compensation

Howard Roddy, Chair



TENNESSEE BOARD OF REGENTS

MEETING: June Quarterly Meeting

SUBJECT: Building Renaming for Middle Tennessee State University

DATE: June 24, 2016

PRESENTER: Acting Chancellor David Gregory

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

TBR Policy 4:02:05:01, Naming Buildings and Facilities & Building Plaques, vests the prerogative and privilege of naming of buildings for individuals or groups in the Board of Regents.

In October of 2015, President McPhee created a task force to study whether a name change was necessary for Forrest Hall, which is named for Confederate Lieutenant General Nathan Bedford Forrest. The task force, comprised of faculty, alumni, students and community members, conducted several public forums and then deliberated at length on the various issues concerning the name of the building. The task force recommended to President McPhee that the name of General Forrest be removed from the building and that the building be called "The ROTC Building". President McPhee has accepted the recommendation of the task force and submitted a request to the Board for approval of the renaming.

Earlier this year, the General Assembly enacted "The Tennessee Heritage Preservation Act of 2016" that prohibits the removal of a historic name, such as General Forrest's from a public building without the permission of the Tennessee Historical Commission. If the Board approves the request to remove the Forrest name, a petition for a waiver of the Act's prohibition must be submitted to the Commission.




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 David Gregory

FROM: Dale Sims 

SUBJECT: Building Renaming at Middle Tennessee State University

DATE: June 6, 2016

I have reviewed President Sidney McPhee's letter dated April 29, 2016, requesting that the structure housing the university's Army Reserves Officer Training Corps program at the Middle Tennessee State University Campus be renamed the "ROTC Building."

The building is designated for military science programs and is located at the main campus of Middle Tennessee State University, in Murfreesboro, Tennessee.

The Middle Tennessee State University naming committee met on April 21, 2016. They voted to approve this renaming and their request is in compliance with TBR Policy 4:02:05:01 - Naming Buildings and Facilities and Building Plaques. Based on the documentation submitted by Middle Tennessee State University, they have met the Tennessee Board of Regent policy requirements.

Attachments

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, Tennessee 37132
615-898-2622
FAX: 615-898-2507



April 29, 2016

Mr. David Gregory, Acting Chancellor
Tennessee Board of Regents
1415 Murfreesboro Road, Suite 350
Nashville, TN 37217

Dear Chancellor Gregory:

In October 2015, a task force was created to study the naming of Forrest Hall on the campus of Middle Tennessee State University (attached). This task force was led by Dr. Derek Frisby, a Global Studies instructor, and was comprised of faculty, alumni, students and community members. Forrest Hall houses the University's Army Reserve Officers Training Corps program and is named after Confederate Gen. Nathan Bedford Forrest.

On April 19, the task force announced its recommendation that the structure housing the university's Army Reserves Officer Training Corps program, Forrest Hall, be renamed. The task force held three public forums and two open deliberations in reaching a consensus for this recommendation. The public forums were held on December 1, February 24 and March 24, with the open deliberations on April 14 and April 19.

On April 28, I endorsed the task force's consensus recommendation and am requesting approval for the renaming of Forrest Hall. I believe the names we affix to campus buildings should at best add value, or at least be neutral, to our overriding responsibility to recruit and retain exceptional students and faculty.

Therefore, your consideration and support of this request to approve the renaming of Forrest Hall to the ROTC Building, the name of the building from 1954 to 1958, at the June Quarterly Board Meeting would be most appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Sidney A. McPhee".

Sidney A. McPhee
President

Enclosures

Global Studies and Cultural Geography
Peck Hall, Room 217
MTSU P.O. Box 133
1301 East Main Street
Murfreesboro, Tennessee 37132
Office: (615) 494-7744 • Fax: (615) 494-8726
E-mail: mtglobal@mtsu.edu



MEMO

DATE: April 21, 2016

TO: Dr. Sidney A. McPhee
President, MTSU

FROM: Derek W. Frisby
Chair, Presidential Task Force to Reconsider the Naming of Forrest Hall

RE: Recommendation of the Presidential Task Force to Reconsider the Naming of MTSU's Forrest Hall

In October 2015, you appointed a task force composed of university stakeholders to determine if a name change was necessary for MTSU's Forrest Hall. The task force was asked to provide one of three recommendations to the President: 1) to keep the name; 2) to keep the name with added historical context; or 3) to change the name. The task force conducted several public forums and then deliberated on the various issues concerning the building's name honoring Confederate cavalrman, Lieutenant General Nathan Bedford Forrest.

The task force recommends to change the name of Forrest Hall. This recommendation was reached by a majority of the task force members; however, a significant minority expressed their opinions that the name should remain or remain with context.

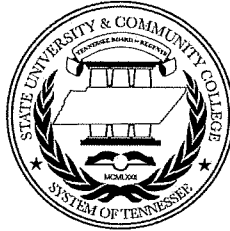
As we have discussed, if you accept the task force recommendation for a name change, then a waiver for such action must be requested pursuant to Tennessee Code Annotated, Title 4, Chapter 1, Part 4, "The Tennessee Heritage Preservation Act of 2016." The task force stands ready to assist in the preparation of a report to accompany this waiver request. Additionally, if you determine "to keep the name, but with added historical context," the task force is prepared to assist your office in determining the appropriate historical contextualization to be added.

It has been an honor and a privilege to serve as the chair of this distinguished panel. I believe each member has demonstrated an extraordinary dedication to this task. I relied extensively upon their constructive criticism, intellectual input, and collegiality during this process. The entire university staff accommodated our meetings and requests for information in a professional and efficient manner. Furthermore, I want to express my appreciation and admiration for the assistance of Jimmy Hart, director of MTSU News and Media Relations. He was an invaluable part of this team and often went above and beyond his assigned duties, and always in a manner consistent with our "True Blue" values.

I am available anytime to discuss the task force's recommendations if you need additional information or clarification.

Forrest Hall Task Force

- Tony Beard, an alumni representative and president of the MTSU Alumni Association
- Leonard Brown, a student representative and a political science junior; *resigned on March 25
- Tom Clark, a community representative
- Mark Doyle, a faculty representative and an associate professor of History
- Tricia Farwell, president of the MTSU Faculty Senate and faculty regent at the Tennessee Board of Regents
- Derek Frisby, chairman of the task force and faculty member in Global Studies and Cultural Geography
- State Sen. Bill Ketron
- Mike Liles, a community representative
- Grant Marshall, a student representative and a freshman majoring in Organizational Communication
- The Rev. James McCarroll, a community representative
- Erynn Murray, a student representative and vice president of the MTSU Graduate Student Association
- Brig. Gen. David Ogg Jr., U.S. Army (retired), a community representative
- David Otts, a faculty representative and professor in the University College
- Lindsay Pierce, a student representative and president of the MTSU Student Government Association
- Barbara Turnage, a faculty representative and professor of Social Work
- Carroll Van West, resource consultant (non-voting), MTSU professor and State Historian
- Brian Walsh, an alumni representative



TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Meeting

SUBJECT: Building Naming Request from Walters State
Community College

DATE: June 24, 2016

PRESENTER: Chancellor David B. Gregory

ACTION REQUIRED: Voice Vote

STAFF'S RECOMMENDATION: Approve

BACKGROUND INFORMATION:

On May 4, 2016, Dr. Mark Hurst, Vice President for Advancement, of Walters State Community College, submitted a request to name the Student Services Building on the main campus the "Dr. Wade B. McCamey Student Services Building."

This request comes to honor one of Walters State's finest presidents; one who has served and supported this institution and the local community through his many years of devoted service to the Walters State Community College. In 2006, a year after Dr. McCamey was named president, the college opened the Walters State Student Success Center. The center combined several of the college's support services in one location. The concept of a one-stop shop for student affairs services was eventually expanded to an entire building with the opening of the Student Services Building in 2011. The bookstore, counseling and testing center, student organizations, tutoring and veteran affairs among others is housed in this student services building.

Additionally, the college developed innovative programs and services focusing on student success and engagement under Dr. McCamey's leadership. The college also became nationally recognized for its use of mobile learning and has been named an Apple Distinguished Program three times for its innovative use of technology to engage students and improve learning outcomes.

This is but a mere glimpse of what President McCamey has accomplished during his years at Walters State and what he has accomplished in his career as an educator. More information may be found in the supporting materials of this request.

The Walter State Community College naming committee met on April 22, 2016. They voted to approve this naming and their 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

June 3, 2016

Dr. Mark Hurst
Vice President for College Advancement
& Treasurer of the Walters State Foundation
Walters State Community College
500 South Davey Crockett Parkway
Morristown, Tennessee 37813-6899

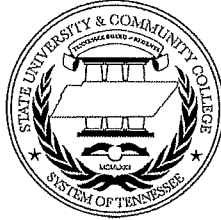
Dear Dr. Hurst:

This letter is to confirm receipt of your May 4, 2016, request that the Student Services Building on the Morristown Campus be known as the “Dr. Wade B. McCamey Student Services Building.” I will place this recommendation on the agenda for the June 24, 2016, Board Meeting under New Business.

Sincerely,

David B. Gregory

DBG/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 Gregory

FROM: Dale Sims *DS*

SUBJECT: Building Naming at Walter State Community College

DATE: June 2, 2016

I have reviewed Vice President Mark Hurst's letter dated May 4, 2016, requesting that the Student Services Building at the Walters State Morristown Campus be named the "Dr. Wade B. McCamey Student Services Building."

This building has been designated to be used for student services such as the bookstore, counseling and testing center, student organizations, tutoring and veteran affairs among others. It is located at the Walters State main Campus, 500 South Davy Crockett Parkway, Morristown, Tennessee 37813-6899

The Walters State Community College naming committee met on April 22, 2016. They voted to approve this naming and their request is in compliance with TBR Policy 4:02:05:01 - Naming Buildings and Facilities and Building Plaques. Based on the documentation submitted by Walters State Community College, they have the Tennessee Board of Regent policy requirements finalized.

Attachments



OFFICE OF COLLEGE ADVANCEMENT

May 4, 2016

Mr. Dale Sims
Vice Chancellor for Business and Finance
Tennessee Board of Regents
1415 Murfreesboro Road
Nashville, TN 37217

Dear Vice Chancellor Sims:

I am writing on behalf of the ad hoc Facilities Naming Committee appointed by Dr. Wade B. McCamey in March 2016 to consider various naming possibilities at Walters State's main campus in Morristown. As the result of a memo from Dr. Foster Chason, Vice President for Student Affairs and Athletic Director, dated April 22, 2016, (copy attached) the Committee was called back together to consider the naming of the Student Services Building on the Morristown Campus.

The committee was composed of Dr. Lori Campbell, Vice President for Academic Affairs; Dr. Rosemary Jackson, Vice President for Business Affairs; Dr. Foster Chason, Vice President for Student Affairs and Athletic Director; Dr. Debra McCarter, Vice President for Planning, Research, and Assessment; Mr. James Pectol, Vice President for Communications and Marketing; Dr. Holly Sayne, Faculty Council President and Associate Professor and Department Head of Legal Studies; Ms. Sherry Watson, Support Staff Council President; and Ms. Mollie Owens, Student Government Association President; and myself, as Committee Chair.

Following a motion made by Dr. Chason and seconded by Dr. Jackson, the committee voted to recommend to you the name of Dr. Wade B. McCamey for your consideration in this regard. The committee recommends to you for transmittal through Chancellor Gregory to the Tennessee Board of Regents the name "Dr. Wade B. McCamey Student Services Building" in honor of the many years of service and support President McCamey has made to Walters State Community College, the local community, and higher education in the State of Tennessee.

On behalf of the committee, please accept our appreciation for being allowed to participate in this important process and to be a part of such a well-deserved gesture of honor and recognition.

Sincerely,

Mark A. Hurst
Vice President

:bls


c: Committee Members

Attachment

MEMORANDUM

Vice President for Student Affairs and Director of Athletics

TO: Dr. Mark Hurst, Vice President for Advancement

FROM: Dr. Foster Chason, Vice President for Student Affairs and Athletic Director 

DATE: April 22, 2016

PURPOSE: Naming of the Walters State Student Services Building

It is an honor and privilege for me to submit to the Walters State Naming Committee President Wade B. McCamey's name for the Naming Committee's consideration for the naming of the Walters State Community College's Student Services Building located on the Morristown campus.

Dr. McCamey's career in education includes significant experience at several levels, from teacher to principal to superintendent in the secondary school system and from a professor to an administrator to president in higher education.

Under Dr. McCamey's leadership as president at Walters State, the college developed innovative programs and services focused on student success and engagement; experienced tremendous growth in facilities, programs and enrollment, and received national recognition for several initiatives.

A year after McCamey was named president, the college opened the Walters State Student Success Center in 2006. The center combined several of the college's support services in one location. The concept for a one-stop shop for student affairs services was eventually expanded to an entire building with the opening of the Student Services Building in 2011.

In addition to improving student success through enhanced support services, the college became nationally recognized for its use of mobile learning under Dr. McCamey's tenure. Walters State has been named an Apple Distinguished Program three times for its innovative use of technology to engage students and improve learning outcomes.

For the past ten years, the college has also consistently ranked near the top among the nation's most tech-savvy community colleges. Walters State is currently ranked second in the nation among mid-sized community colleges by e.Republic's Center for Digital Education for its use of technology and digital services to improve academic services.

Under Dr. McCamey's leadership, the college has also experienced growth in facilities at each of its campus sites. Dr. McCamey oversaw the construction of two new buildings at the Sevier County Campus; the college renovated and moved its Claiborne County

Campus into the Claiborne County High School building; the Walters State East Tennessee Regional Public Safety Center underwent a \$6 million renovation; the Great Smoky Mountains Expo Center was expanded with the development of the Ray and Barbara Bible Equestrian Center; a new 104,000 square-foot building is currently under construction at the Greeneville/Greene County Campus; and a workforce training facility was opened in Greeneville.

Among the academic programs expanded or added during Dr. McCamey's tenure include nursing, which was expanded to the college's Greeneville and Sevierville campuses, and surgical technology assistant, a new program offered at the Sevierville campus.

In 2007, the college received reaffirmation of accreditation from the Southern Association of Colleges and Schools Commission on Colleges. Walters State also reached record enrollment under McCamey, with 6,967 students enrolled in 2010. Also in 2010, the college was named to the "Chronicle for Higher Education's" annual list of "Great Colleges to Work For."

A native of Greeneville, McCamey taught geography and biology in the Greene County School system prior to becoming one of East Tennessee's youngest high school principals at the age of 26 when he was hired to lead Chuckey-Doak High School. Two years later, in 1974, he served as assistant director of the Upper East Tennessee Educational Cooperative before returning to Chuckey-Doak as principal.

In 1979, he began his long-time career with Walters State when he was hired to direct the college's evening and off-campus instruction. He was named assistant dean and associate dean of evening and off-campus instruction before leaving the college temporarily when he was elected superintendent of Greene County Schools in 1988.

McCamey returned to Walters State in 1992 as chairperson of the behavioral/social sciences division and associate professor of education. He achieved the rank of full professor in 1995. While serving as chairperson of the behavioral/social sciences division, he also chaired the college's humanities division for a year before being named vice president for academic affairs in 1997. McCamey served in this position until 2001, when he was named president of Roane State Community College.

During his four-year tenure at Roane State, the college became the only public institution of higher education in Tennessee to achieve a perfect score for three consecutive years on the Tennessee Higher Education Commission's performance funding standards. Also under his leadership, Roane State developed a new, permanent off-campus center in Campbell County.

Dr. McCamey earned three degrees from East Tennessee State University, where has been named a distinguished alumnus. He holds bachelor's degrees in geography and biology, a master's degree in education administration and a doctorate in education administration from ETSU. He also has an associate's degree in business administration from Hiwassee College.

The Naming Committee's approval and recommendation to Tennessee Board of Regents
Chancellor David Gregory of this proposal is appreciated.

A Resolution of Appreciation for the Service of Dr. Wade B. McCamey
to the Tennessee Board of Regents

WHEREAS, Dr. Wade B. McCamey has 33 years of service with the Tennessee Board of Regents system, including four years as President of Roane State Community College and 11 years as President of Walters State Community College; and

WHEREAS, during his tenure as President of Roane State from 2001-2005, the college became the only public institution of higher education in Tennessee to achieve a perfect score for three consecutive years on the Tennessee Higher Education Commission's performance funding standards; and

WHEREAS, under his leadership, Roane State developed a new, permanent off-campus center in Campbell County; and

WHEREAS, during his presidency of Walters State from 2005-2016, the college developed programs and services focused on student success and engagement, including the Student Success Center, which combined several of the college's support services in one location; and

WHEREAS, academic programs were expanded during his tenure, including nursing, which was expanded to the college's Greeneville and Sevierville campuses, and surgical technology assistant, a new program offered at the Sevier County Campus; and

WHEREAS, under President McCamey's leadership, Walters State experienced growth in facilities; he oversaw the construction of two new buildings at the Sevier County Campus, the relocation of the Claiborne County Campus into a renovated former high school building; a \$6 million renovation of the Walters State East Tennessee Regional Public Safety Center; the development of an equestrian center at the Great Smoky Mountains Expo Center; the development of a workforce training facility in Greeneville; and the expansion of the Greeneville/Greene County Campus; and

WHEREAS, for the past eleven years Walters State has been recognized nationally for its innovative use of technology; the college has been ranked as high as second in the nation among mid-sized community colleges by e.Republics Center for Digital Education for its use of technology to improve academic services; and Walters State has been named an Apple Distinguished Program for its mobile learning initiative; and

WHEREAS, President McCamey was awarded the prestigious Shirley B. Gordon Award of Distinction for 2014 from the Phi Theta Kappa National Honor Society; and

WHEREAS, under his leadership, Walters State was named to the "Chronicle for Higher Education's" annual list of "Great Colleges to Work For;" and

NOW, THEREFORE, BE IT RESOLVED that the Tennessee Board of Regents expresses its sincere appreciation to Dr. Wade B. McCamey for his outstanding contributions and leadership to the system and wish him the very best in his retirement.

**A Resolution of Appreciation for the Service of
Dr. Tricia Farwell, as Faculty Regent for the
Tennessee Board of Regents**

WHEREAS, the Tennessee Board of Regents, in regular session at Northeast State Community College in Blountville, Tennessee, wishes to express its sincere appreciation to Dr. Tricia Farwell, 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 2015-2016 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, Governor Haslam appointed Dr. Farwell to serve as a faculty representative on the Steering Committee for the Focus on College and University Success (FOCUS) Act Transition Task Force; 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; 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 Dr. Tricia Farwell, 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 Mr. Nick Russell as
Student Regent for the
Tennessee Board of Regents**

WHEREAS, the Tennessee Board of Regents, in regular session at Northeast State Community College in Blountville, Tennessee, wishes to express its sincere appreciation to Mr. Nick Russell for his dedicated and valuable service as Student Regent; and

WHEREAS, Mr. Russell, was appointed Student Regent by the Honorable Bill Haslam, Governor of the State of Tennessee, for the 2015-2016 academic year, and as such he has been an instrument of positive and effective change; and

WHEREAS, Mr. Russell's 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, he has used his 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 his tenure with the Board, Mr. Russell unfailingly fulfilled his responsibilities through active and eager participation in Board deliberations and contributed greatly to the governance of the System; and

WHEREAS, he 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, his 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 Mr. Nick Russell, for his dedication and many contributions to the Tennessee Board of Regents System.